

Present: June Sager Speakman, Kate G. Weymouth, Cynthia Armour Coyne, William C. DeWitt, Ann P. Strong  
Also Present: Town Manager Peter A. DeAngelis, Jr., Town Solicitor Michael Ursillo, and Town Clerk Meredith DeSisto

Council President Speakman called the meeting to order at 6:20 P.M.

**ADOPT MINUTES OF NOVEMBER 4, 2013 MEETINGS**

Motion by Mrs. Strong and seconded by Mrs. Weymouth to adopt the minutes of the November 4, 2013 Amey Tucker Spencer Fund meeting. Passed unanimously.

**DISCUSS CORRESPONDENCE FROM TAPIN (continued from November 4, 2013)**

Representatives from TAPIN, Debbie Thurston and Barbara Faye attended the meeting. Based on the discussion at the last Amey Tucker Spencer Trust Fund meeting on November 4, 2013, a letter was re-submitted (earlier correspondence was sent to Finance Director Dean Huff March 2013) specifying information pertaining to TAPIN's history, services offered and recent developments and challenges of the volunteer organization. TAPIN is requesting \$4,745 from the Amey Tucker Spencer Trust Fund. This amount represents the portion of their client base, represented by residents of Barrington, or, 6.5% of TAPIN's 2012 operating budget. Motion by Mrs. Strong and seconded by Mrs. Weymouth to allocate \$4,745 from the Amey Tucker Spencer Fund to TAPIN for use at TAPIN's food pantry. Mr. DeWitt stated the money from the Spencer Trust should be specific to Barrington residents and the funds need to be earmarked and monitored. Mrs. Strong and Mrs. Weymouth withdrew the motion. Motion by Mrs. Strong and seconded by Mrs. Weymouth to allocate \$4,745 to TAPIN from the Amey Tucker Spencer Trust Fund specific to residents of Barrington for the food pantry and holiday distributions. TAPIN is to track the monies and report back at a future Amey Tucker Spencer Fund meeting. Passed unanimously.

**DISCUSS STANDARDS, PROCEDURES AND CRITERIA OF THE AMEY TUCKER SPENCER FUND**

Mrs. Weymouth summarized the history and the role of the Trustees with regard to the Amey Tucker Spencer Fund. Mrs. Speakman suggested standard and procedure guidelines should contain an application form, more than one funding cycle and provisions for emergency requests. Mrs. Strong stated she is in favor of the application form and more than one funding cycle but is cautious with regard to emergency requests. Steve Primiano, Driscoll Lane, is in favor of a separate set of criteria for the Spencer Fund and suggests that an additional advisory board be implemented. Mr. DeWitt stated he is in favor of an application process and would like the applicant to state specifically the use of funds requested. The request, he stated, should include a percentage of funds allocated towards administrative costs. Geoff Grove, Robbins Drive, stated he has several concerns with regard to the process of eligibility and is in favor of establishing standards for disbursement of the funds. Lynn Githens, Deerfield Road, stated she is not in favor of too many constraints which could tie the hands of volunteer groups. Town Solicitor Michael Ursillo stated he would be willing to work with an advisory group and advise proposed standards and procedures to the Trustees. Margaret Kane, Alfred Drown Road, encourages the Trustees to implement standards, procedures and criteria for the Amey Tucker Spencer Fund. Motion by Mrs. Weymouth and seconded by Mr. DeWitt to implement an ad hoc committee to include Mrs. Speakman and Mrs. Strong to discuss standards and procedures and report at a meeting to be held in February 2014. Passed unanimously.

**ADJOURN**

Motion by Mr. DeWitt to adjourn the meeting at 7:00 P.M. Passed unanimously.