

Town Council Meeting in its Capacity as
Trustees of the Amey Tucker Spencer Fund
Monday, October 6, 2014 at 6:00 P.M.
Council Chamber, Barrington Town Hall
Minutes

Present: June Sager Speakman, Kate G. Weymouth, Cynthia Armour Coyne, William C. DeWitt and Ann P. Strong
Also Present: Town Manager Peter A. DeAngelis, Jr., Town Solicitor Michael Ursillo, Finance Director Kathy Raposa, Tax Assessor Michael Ursillo, Town Planner Phil Hervey and Town Clerk Meredith DeSisto

Council President Speakman called the meeting to order at 6:03 P.M.

ANNOUNCEMENT:

Mrs. Speakman announced that the Town of Barrington has scheduled a forum on Wednesday, October 8, 2014 at 7:30 pm to discuss the future use of 139 George Street.

ADOPT MINUTES OF FEBRUARY 24, 2014 MEETING

Motion by Mrs. Weymouth and seconded by Mrs. Coyne to adopt the minutes of February 24, 2014 meeting. Mr. DeWitt clarified that within the minutes of February 24, 2014, the section that is titled, "DISCUSS AND ACT ON BY-LAWS OF THE AMEY TUCKER SPENCER FUND," Mr. DeAngelis handled the task of the budgetary timeline administratively. Mr. DeAngelis concurred. **The motion passed unanimously.**

DISCUSS AND ACT ON PROPOSAL TO ISSUE RFP/RFO FOR THIRD PARTY ADMINISTRATOR FOR SPENCER FUND:

Mrs. Speakman stated the purpose for a third party administrator is to verify applications, determine eligibility and to administer the program. Mrs. Strong stated she agrees with Mrs. Speakman and states that the Town Council acting as Trustees for the Spencer Fund should maintain executive authority and direct and allocate monies towards programs. Mrs. Speakman stated that a third party administrator is better able to assess the needs and could provide additional guidance. Town Solicitor Michael Ursillo stated that the RFP/RFO could contain language that would request that the third party administrator submit reports (quarterly, monthly, etc.) which would continuously inform the Trustees of the distribution and allocation of the funds for those in need. Mrs. Strong suggested that the development of the RFP/RFO contain language to contract with more than one third party administrator. She stated that some social service agencies have expertise in certain "need" areas (i.e., housing, food, etc.). Mrs. Speakman stated that she would like the RFP/RFO to include language that would include a social service agency which will concentrate on outreach programs. Mr. DeWitt stated that the money needs to go to the people in need and not spent on administrative costs. Lee Miller, stated that at one time the Barrington Coalition of Community Services in conjunction with the Barrington clergy, the Barrington Senior Services Center, Barrington Public School Administration, the BAY Team, the East Bay Center and the East Bay Community Action Program worked together to help meet the needs of the less fortunate. Steve Primiano stated that the RFP/RFO should include language to establish guidelines (administration, direction of funds, eligibility standards, services etc.). Town Manager Peter DeAngelis suggested that a small administrative group meet with him to discuss the criteria of the RFP/RFO. He suggested that there could be two (2) members from the Trustees, the Town Planner Phil Hervey, the Tax Assessor Michael Minardi and the Town Solicitor Michael Ursillo. Discussion ensued with advertising for service organizations that would best serve the Spencer Fund. **Motion** by Mrs. Weymouth and seconded by Mrs. Strong to charge the Town Manager and create a subcommittee with Trustee members Mrs. Strong and Mr. DeWitt, Town Planner Phil Hervey, Tax Assessor Michael Minardi, Town Solicitor Michael Ursillo and other appropriate administrative support to develop an RFP/RFO for the Amey Tucker Spencer Fund and to report at the next meeting of the Amey Tucker Spencer Fund. **The motion passed unanimously.**

DISCUSS AND ACT ON PROPOSAL TO CHANGE THE ANNUAL MEETING TO THE MONTH OF MARCH:

Motion by Mrs. Weymouth and seconded by Mrs. Coyne to direct the Town Solicitor to prepare an amendment for the Amey Tucker Spencer Fund By-Laws to change the Annual meeting from January to March. **The motion passed unanimously.**

ADOPT FISCAL BUDGET FOR JULY 1, 2014 TO JUNE 30, 2015 (CONTINUED FROM JANUARY 27, 2014 AND FEBRUARY 24, 2014)

Discussion ensued regarding management fees and rebalancing the funds. Gary Morse asked how the fund is balanced; it could be with the growth of the fund or growth of investment. Mrs. Strong requested that the Finance Director Kathy Raposa detail the fund allocations within her next report. Joel Hellman stated that you may want to look at the fee vs. return as well as the net return. Mr. DeAngelis stated that he would work with the Finance Director and explore other options and report back to the Trustees at the next meeting. **Motion** by Mrs. Strong and seconded by Mrs. Weymouth to accept the budget as presented. Discussion ensued regarding the income of the trust for each year. Mr. DeWitt stated that the current income becomes the budget for the next year. **The motion passed unanimously.**

PUBLIC COMMENT

Lee Miller stated that a 1% fee towards professional management is considered fair and not an unusual figure.

ADJOURN

Motion by Mr. DeWitt to adjourn the meeting at 6:51 P.M. **The motion passed unanimously.**

Meredith J. DeSisto, Town Clerk