

MINUTES
Spencer Board of Aldermen
Pre-Agenda Meeting
March 5, 2026

The Town of Spencer Board of Aldermen met in regular session to conduct a pre-agenda meeting in the Hilda B. Palmer Board Room at the Spencer Town Hall on Thursday, March 5, 2026, at 5:34 p.m.

Present were: Mayor Jonathan Williams
Mayor Pro Tempore Rashid Muhammad
Alderman Steve Miller
Alderwoman Erin Moody
Alderwoman Patti Secreast
Alderwoman Patricia Sledge
Alderwoman Pamela Stanley

Also present were: Town Manager Peter Franzese, Town Clerk Anna Kanode Ward, Finance Officer Heather Kann, Public Works Director Joel Taylor, Fire Chief Michael Lanning, Police Chief Michael File, Special Projects Planner Joe Morris, Planning & Zoning Administrator Steve Blount, and Planner Kyle Harris.

Mayor Williams called the meeting to order, gave the invocation, and led the Pledge of Allegiance.

REVIEW OF MARCH 10, 2026, AGENDA

INVOCATION

Alderwoman Secreast volunteered to give the invocation at the March 10, 2026, regular meeting.

RECOGNITIONS

Town Manager Franzese requested Fire Chief Lanning be recognized for receiving the Employer Support of the Guard and Reserve (ESGR) Patriot Award.

CONSENT AGENDA

It was the consensus of the board to move the following items to the consent agenda:

- a. **APPROVAL OF MINUTES:** February 5, 2026, Pre-Agenda Meeting Minutes
February 10, 2026, Regular Meeting Minutes
- b. **CONSIDER GRANTING** – In-Kind Sponsorship to Waive Certain Town Park Reservation and Permit Fees for the Spencer Jaycees' Easter Egg Hunt Scheduled for March 28, 2026
- c. **CONSIDER ACCEPTING** – Deed of Utility Easement for 207 W. 17th Street
- d. **CONSIDERATION OF PROPERTY LIENS** – 204 S. Iredell Ave., Spencer, NC

It was the consensus of the board to leave the remaining items on the regular agenda.

DEPARTMENTAL REPORTS

Code Enforcement

Police Chief File gave the monthly code enforcement report and answered any questions from the mayor and board during the pre-agenda meeting as he would be unable to attend the regular meeting.

Police

Police Chief File gave the monthly police department report and answered any questions from the mayor and board during the pre-agenda meeting as he would be unable to attend the regular meeting.

TOWN MANAGER REPORT

Town Manager Franzese gave his monthly report and answered any questions from the mayor and board during the pre-agenda meeting as he would be unable to attend the regular meeting.

EXECUTIVE SESSION

It was the consensus of the board that there was no reason to go into executive session.

Mayor Williams recessed the meeting until 6:20 p.m., which was the time the annual planning session was set to start. The meeting stood at recess at 6:01 p.m.

ANNUAL PLANNING SESSION – Part 1

Mayor Williams reconvened the meeting at 6:21 p.m. and the board began their annual planning session and received input from town staff and the citizens of Spencer.

WELCOME AND PROCESS REVIEW

Town Manager Franzese reviewed the strategic planning session process and the following 2025-26 key priorities:

- Infrastructure, facilities, and properties: *Maintaining public assets and expanding our ability to provide community services*
 - Focus on tangible improvements in maintenance of infrastructure
 - Activate Parks and Recreation with staffing, while exploring partnerships
 - Continue implementation Parks and Recreation Master Plan and CORE Strategic Plan, leveraging a mix of state and federal grants with local foundations, and partnerships with property owners
 - Evaluate traffic flow, on-street parking, and use of alleyways
- Community Planning and Development: *Envisioning and cultivating a high quality and prosperous community for all*
 - Continue supporting zoning changes to encourage well-managed growth and investment in line with recent planning efforts
 - Focus on affordable housing (CDBG program) to meet the demand for today and tomorrow
- Public Safety: *Integrating proactive public safety approaches*
 - Continue planning for growth and maintaining the ability to deliver proactive services
 - Continue enhancements to staffing, technology, facilities, and equipment
- Community Outreach & Involvement: *Building a quality of place, seeking partnerships, and developing a broad platform of communication tools*
 - Enhance community engagement and multi-media communication
 - Grow existing and new community events and partnerships
 - Improve community signage and public art to shine a light on our past, present, and future

- **Staff Excellence:** *Attracting and supporting a talented staff; improving the administration of Town Government*
 - Attract, retain, and develop staff who are committed to service and know they are valued
 - Implementation of 2025 Classification and Compensation study
 - Continue providing a high level of customer service and user-friendly processes
 - Engage with staff to identify workplace improvement opportunities

REVIEW OF 2025-26 PRIORITIES

Public Works Director Taylor Special Projects Planner Morris provided updates regarding infrastructure, facilities, and properties.

Planning & Zoning Administrator Blount and Planner Harris provided updates regarding community planning and development.

Police Chief File and Fire Chief Lanning provided updates regarding public safety.

Town Manager Franzese provided updates regarding community outreach and involvement as well as staff excellence.

COMMUNITY ENGAGEMENT OPPORTUNITY

Community members in attendance provided feedback regarding the 2025-26 priorities throughout this first portion of the planning session.

MAYOR AND BOARD COMMENTS

The mayor and several board members discussed the following topics: the need for more commercial growth to lead to revenue for; reasons why certain businesses are not coming to Spencer; recent businesses that have opened or will open soon; types of businesses needed; the need to spread the word about Spencer in order to attract businesses and visitors; and increased resident participation.

WRAP-UP AND PREVIEW OF FRIDAY

Town Manager Franzese provided a brief overview of the schedule for the rest of the planning session, which would take place the following day.

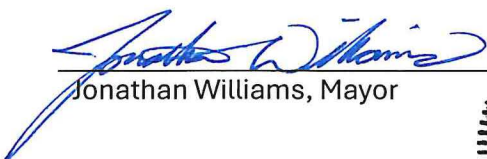
Mayor Williams requested everyone focus on how to turn roadblocks into opportunities going into the next part of the planning session.

RECESS

Mayor Williams recessed the meeting until Friday, March 6, 2026, at 9:00 a.m. in the same location. The meeting stood recessed at 8:08 p.m.

Approved by:

Attest:


Jonathan Williams, Mayor




Anna Kanode Ward, Town Clerk