

KERRY A. LAFLEUR (formerly Speidel)

EDUCATION

Graduate: MPA, Public Administration, Rutgers University, Newark, NJ
Undergraduate: BA, Paralegal Studies, Notre Dame College, Manchester, NH

PROFESSIONAL EXPERIENCE

Town of Concord, Massachusetts

Finance Director/ Treasurer-Collector

September 2016 to present

CFO responsible for administering \$100M General Fund budget + \$42M Enterprise Funds budget; performing financial planning, investment & debt management; financial forecasting & trend analysis; prepare 5-year Capital Plan; overseeing 5 divisions with a staff of 24 FTE's; Treasurer for Concord Retirement System, \$180M in assets, and for Special Purpose Trust Funds of \$32M. Work extensively with 5 Boards & Committees, including Finance Committee, Audit Committee and (employee) Insurance Advisory Committee.

Town of Lunenburg, Massachusetts

Town Manager

December 2007 to August 2016

Chief Administrative Officer & Chief Financial Officer responsible for all Town Activities in accordance with the Town Charter. Report to 5-member Board of Selectmen. Administer and oversee \$28M Operating Budget. Prepare 5-Year Capital Improvement Plan and 5-Year Financial Forecast. Serve as Chief Procurement Officer & Human Resource Director, overseeing all personnel actions, including hiring & termination. Negotiate all Collective Bargaining Agreements. Work extensively with several Boards & Committees, preparing long term plans and grant applications. Serve as Public Information Officer and represent the Town in various intergovernmental relationships.

Town of Chelmsford, Massachusetts

Finance Director/ Treasurer-Collector

August 2004 to November 2007

CFO responsible for administering \$90+M annual budget; performing financial planning, investment & debt management; financial forecasting, including preparation of Town's first Financial Trends Monitoring Report; overseeing 4 departments, including: Accounting; Tax Assessing; Tax Collections/ Treasury; and Management Information Systems. Serve as Acting Town Manager in the absence of the Town Manager. Assist Town Manager in costing out union proposals. Serve as lead staff person in implementation of GASB Standards, one of first in Commonwealth to commission GASB 45 Valuation. Pooled cash to produce in excess \$500K per year in investment income & premium for Town.

Also served as Acting Town Manager from August through November 2006.

Town of Sudbury, Massachusetts

Finance Director/ Treasurer-Collector

September 2000 to July 2004

CFO responsible for administering \$60M operating budget; performing financial planning, investment & debt management; financial forecasting; overseeing 4 departments, including: accounting; tax assessing; tax collections/ treasury; and management information systems. Prepared analysis which was the basis for obtaining special legislation for enhanced Tax Deferral Program. Obtained AAA bond rating during tenure.

Town of North Andover, Massachusetts

Director of Finance & Administration/ Treasurer

November 1999 to September 2000

CFO responsible for administering \$55M operating budget; performing financial planning, investment & debt management; financial forecasting; municipal procurement; overseeing 5 departments, including: Accounting; Tax Assessing; Town Clerk; Tax Collections/ Treasury; and Management Information Systems. Successfully converted tax billing software, obtained approval of tax rate & issued Q3 tax bills within first 60 days of employment.

Town of Cave Creek, Arizona

Town Manager

December 1997 to October 1999

Chief Administrative Officer reporting to a 7-member Council, in charge of all aspects of Town management, including oversight of 5 departments with an annual budget of \$7 million. Served as administrator for contracted Public Safety Services through Maricopa County Sheriff's Office (Police) and Rural/ Metro (Fire).

- **Public Works/ Engineering:** oversaw design & construction of first WWTP; implemented first road management system, both paved & unpaved in accordance with PM-10 regulations; constantly monitored programs for compliance with EPA and ADEQ requirements.
- **Planning & Development:** oversaw re-write of Zoning Ordinance, Subdivision Regulations & General Plan; development of Hillside Building, Streetscape & Native Plant Preservation Ordinances; instituted town's first Development Impact Fees in accordance with commissioned study; and oversaw development of Geographic Information Systems data base.
- **Building Inspection & Code Enforcement**
- **Finance & Personnel:** converted traditional line-item budget to performance based budget.
- **Recreation:** created department; hired first director; assisted in obtaining grant funds for programs.

Active participant in area Chamber of Commerce and Regional Planning Task Force. Maintained strong relationships with state and federal delegation. Worked closely with area Land Trust and Senator McCain's office on preservation of Spur Cross Ranch, a 2200 acre parcel, contiguous to Tonto National Forest, rich in archeological artifacts & specimen desert vegetation.

Town of Cave Creek, Arizona

Assistant Town Manager/ Director of Finance & Personnel

May 1995 to November 1997

Chief Financial Officer responsible for administration of the following divisions/ programs.

- **Budget/ Finance:** prepare annual budget; assist auditors; manage A/P, A/R, GL, Payroll, production/ distribution of monthly financials; and assure franchise compliance.
- **Grants:** provide grant writing and administration for various state and federal programs.
- **Human Resources:** oversee all personnel actions; conduct all recruitment activity; serve as ADA coordinator; assure compliance with state & federal regulations; process worker's compensation claims; conduct annual review of benefits programs; and conduct employee training programs.

City of Manhattan, Kansas

Assistant to the City Manager

June 1991 to April 1995

Responsible for the following functions/ programs.

- **Budget/ Finance:** assisted in preparation of financial forecast and budget; served on CIP executive committee.
- **General Management:** grants administration; franchise compliance; directed production of City television show, "Manhattan Matters"; and exercised administrative authority over various activities. Prepared annual Legislative Program for presentation to State Delegation. Traveled to Washington, DC annual to meet with National Delegation (Senator Dole, Senator Kassebaum & Congressman Slattery)
- **Human Resources:** administered City's partially self-funded health insurance program and proposed funding alternatives; monitored and reviewed all personnel actions for adherence to City policies; facilitated ICMA's *Effective Supervisory Practices* course for 18 supervisors; and participated as Management Representative in union negotiations for both IAFF and AFSCME unions.

Served as Public Information Officer during 1993 Flood. Conducted daily press conference, managed call center and insured efficient and effective distribution of pertinent information to print, radio and television media.

City of Clifton, New Jersey

Finance Intern

May 1990 to September 1990

Produced City's first Payroll Procedures Manual. Assisted Payroll Clerk with processing payroll for 800+ employees. Assisted Treasurer in costing out proposals for 9 unions during labor negotiations.

Rutgers University, Newark, New Jersey

Research Assistant

September 1989 to May 1991

Co-authored Business Retention & Expansion Reports for three New Jersey municipalities. Conducted research for Department Chair and other Professors on an as needed basis. Conducted computer training courses for municipal employees through Public-Private Partnership.

PROFESSIONAL ASSOCIATIONS/ ACTIVITIES

- International City/County Management Association: Government Policy Committee, 2006 -2009; Assistants Steering Committee, 1994 –1997; Conference Planning Committee, 1993; & Conference Evaluation Committee, 1992.
- Massachusetts Municipal Management Association: Form of Government Committee, Program Committee & Emerging Managers Committee
- Massachusetts Municipal Association: Personnel & Labor Relations Committee, 2018 to present
- Middlesex Retirement System Advisory Council, 2000 to 2007; Assessment Sub-Committee, 2004 to 2007
- Pi Alpha Alpha Public Administration Honor Society, inducted 1991

PROFESSIONAL AWARDS/ RECOGNITION

- Water Infrastructure Financing Authority of Arizona, Executive Director's Honorable Mention , 1998
- GFOA Excellence in Financial Reporting, 1995 – 1998
- MA Public Procurement Official