



Town of Harvard
Finance Committee
Minutes for Jun 5, 2019

Location: Upper Town Hall Meeting Room - 13 Ayer Rd

Present: Don Ludwig (chair), John Seeley, Mark Buell, Richard Fellows, Jennifer Finch, Charles Oliver, Siko Sikochi, Ray Marchica

Absent:

Others: Tim Bragan - Town Administrator, Marie Sobalvarro - Assistant Town Administrator and HR Director

Don Ludwig (chair) called the meeting to order at 7:02pm.

Minutes:

Minutes of May 1, 2019 approved as submitted, on a motion from John/Charles.

Public Commentary: None

Town Administrator's report: Tim Bragan reports:

Supporting Document 1: FY2020 Preliminary Cherry Sheet Estimates for Harvard. Senate budget has been added, but no conference committee yet. Changes in charter school funding are being debated now.

Document 2: MMA article dated May 24, 2019 "Budget bills move to conference committee." The governor and House have both approved budgets that significantly change the funding model for charter school funding - reducing the number of mitigation years from 6 to 3.

Document 3: MMA article dated May 24, 2019 "State Reports year-end surge in tax collections." Similar to last year surge, tax collections at the state level increased by \$1.1B. Allowing the state to transfer into the state stabilization fund and fully fund other initiatives.

Document 4: Metrowest Daily News article dated May 24, 2019 "For 'millionaires tax,' debate rages on." Last attempt to pass the "Fair Share Amendment" - was created by citizens initiative and was ruled unconstitutional by the State Supreme Judicial Court. This new proposal is from lawmakers and would

not even be seen until 2022. The Mass. Taxpayers Foundation (MTF, a business-funded public policy organization) is against any 'millionaires tax.'

Document 5: Report from Massachusetts Taxpayers Foundation dated May 9, 2019 "Analysis of the SWM Budget" Senate Ways and Means budget analysis. Same as what was covered in other documents but in greater financial detail.

Tim Bragan reports: At the end of May, total YTD expenditure is \$12,582,371 or 79.6% of the budget. A number of items come in late. We have not processed snow and ice and won't until July. We want to see how the new PAYT trash program is working and what revenue we receive from it through the end of June. We will be watching it closely to see if there are any additional reserve fund transfers needed.

Since the budget process is back to FinCom, questions and answers will start with us, some departments we will still need to meet with, usually DPW and schools.

Document 6: Old Finance Committee rating chart, not currently in use.

Document 7: CPIC's new and approved rating chart for capital items.

FinCom previously and CPIC currently independently go through the rating process. Then the results are aggregated and prioritized. For FinCom this would be inside the budget requests as well as warrant articles. The challenge is to find things that were above level service.

John and Marie attended a state forum where a larger rating system (4 pages) was presented and CPIC reduced it down to just a few questions. John will send the full ranking sheet and FinCom should review this summer.

Finance Director's report: Lori Bolasevich was not present.

Liaison Reports:

John for Hildred House (HH) Phase 2: DIA Architects has been selected to create the schematic design (SD) and has been Permanent Building Committee (PBC) approved. Mark Lanza has reviewed and the Select Board will meet Tuesday to approve. It will be 4 to 6 months for a report. A fully substantiated RFQ process is one month, plus reference checks. Money for the SD was approved at STM. Oct 3 is the CPIC deadline, and the report won't be done in time.

Update on Housing at Hildreth House (H@HH): Possibly a single building, but that's not in the current overlay parameters. The committee recognised that the site poses some potential challenges.

Tim updated the committee on the Ann Lee's Softball Field that is not completed. The contractor has been told to place the dugouts correctly *outside* the fence. The Select Board will discuss at their strategic planning session.

Don updated the committee on the HES project; First they were over budget, then back on budget, contingencies are being used sparingly. Road on the north side is going in, along with retaining walls.

More dirt has been hauled away, boulders are a problem. Arsenic in the soil - 400 yards of soil taking to a safe place, and the rest went to Rutland, Ma. Final cost was \$242k.

HVAC bid over significantly by about 30%. Trade bidders, pre-qualified, going through Construction Manager at Risk (CM@R) - has gone through a level of vetting. Acoustical - 2 bidders, you can negotiate. If there are 3, and one is over but it's still lowest, you have to take it.

A groundbreaking ceremony will be held Jun 13 at 6pm at the school.

Other business: Charles Oliver will not seek reappointment. The committee thanks him for his service.

Future agenda items: None

Adjournment:

Meeting adjourned at 7:46pm

Supporting documents: (7 total)

- 1: FY2020 Preliminary Cherry Sheet Estimates for Harvard.
- 2: Article from MMA from May 24, 2019 "Budget bills move to conference committee."
- 3: MMA article dated May 24, 2019 "State Reports year-end surge in tax collections."
- 4: Metrowest Daily News article dated May 24, 2019 "For 'millionaires tax,' debate rages on."
- 5: Report from MTA dated May 9, 2019 "Analysis of the SWM Budget."
- 6: Old Finance Committee rating chart, not currently in use.
- 7: CPIC's new and approved rating chart for capital items.

Upcoming meetings:

Jun 19, 2019 - Hildreth House

Jul 15, 2019 - Upper Town Hall Meeting Room

Respectfully submitted,
Jennifer Finch