



Town of Harvard
Finance Committee
Minutes for June 19, 2019

Location: Upper Town Hall Meeting Room - 13 Ayer Rd

Present: Don Ludwig (chair), John Seeley, Jennifer Finch, Charles Oliver

Absent: Mark Buell, Richard Fellows, Siko Sikochi, Ray Marchica

Others: Tim Bragan - Town Administrator

Don Ludwig (chair) called the meeting to order at 7:10pm

Minutes:

Minutes of Jun 5, 2019 were not ready for approval - Jennifer to follow up.

Public Commentary: None

Town Administrator's report: Tim Bragan

- The state budget has still not passed.
- Reserve fund transfers, Lori is working on them. We know one for Snow and Ice is coming.
- Looking at revenue from transfer station sticker sales - we expected \$219k. Prior to selling the bags, residents bought stickers after the deadline - we collected approximately \$99k last year. As of last week, we're somewhere at \$24k-26k. Total revenue looks like it will be low, but may be up with excise taxes. Lori is working with Lindsay. By July we'll have more information
- Looking at trying to reduce the number of reserve fund transfers since Snow and Ice is around \$180k. There are inter-departmental transfers allowed.
- Processing another warrant - Catherine watching it - will have more info then. Payroll going out Monday, one more or two more warrants.
- July 15 is last day to sign off on old funds and transfers.
- Already did \$10k for Munis, there may be a few other things, extra town meeting, election issues.

Supporting Document 1: Harvard Public Schools calendar.

Document 2: Select Board strategic planning session notes from Jun 12, 2019.

- Town meeting will be May 2, 2020 The Select Board will look at the idea of splitting the ATM into two - a spring and fall. Reduce amount of time in one day and later start of 1pm potentially. This avoids sports and first communion.
- Condensed Capital and CPC items will remain, but they will each be voted on separately.
- All boards meeting will be Sept 18, 2019
- Fall ATM would be Oct 2020. If new plan is accepted.
- Looking at increasing Transfer Station hours, possibly extending Saturday. Asking Tim K if he can handle that and what the cost would be. Tim K has been monitoring and trash disposal is up 20% over last year. Due to safety issues, no more picking up at the scrap metal pile, just drop off, liability with our town insurance.
- Bromfield house - Select Board needs to address. Feb 2021 it will become vacant. The building was given to the town, for the benefit of The Bromfield School. It is ultimately the Town's decision on the building.
- Discussed fiscal needs of taxpayers, they looked at the 5 and 10 year plan, they are concerned. Tax bills will become unbearable. And what else is in line, fire station, HH2, town water supply,
- Discussed about Parks and Rec and bringing on a rec director and what that would mean/how that would work.
- Discussion on fire station study - first study was re: site and traffic, second study is about the building.
- FinCom book - perhaps selling advertisement? Book cost is about \$3k-4k for printing and mailing.
- Town meetings are to be in Cronin Auditorium from now on.
- Rate cut from the Feds is anticipated this summer, rates are currently 2.06ish, could help financing with the HES project.

For the facilities manager position - 12 applicants. One group appointed to do review and initial interviews, then another new review group, then a recommendation to Tim, hope to have someone by July 1.

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

Liaison Reports:

Don stated that there would be an executive session of the SBC tomorrow to discuss non-trade bids for the new school project.

Jennifer updated the committee on the new school bus contract. Y1: \$492,660 (%4.2 increase over the last contract year). Y2: \$507,780 (%3.1 over Y1), Y3: \$522,900 (3.0% over Y2). The contract has been signed by the School Committee.

Other business:

Charles has offered to stay on for July if we need him.

Jennifer asked to become the FinCom liaison to the Parks and Recreation Committee, but no vote was taken.

Future agenda items: None

Adjournment:

Meeting adjourned at 8:06pm

Supporting documents:

Upcoming meetings:

July 15, 2019 - Hildreth House

Respectfully submitted,
Jennifer Finch