



Town of Harvard
Finance Committee
Minutes for December 18, 2019

Location: Upper Town Hall Meeting Room - 13 Ayer Rd

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

Absent: Siko Sikochi

Others: Marie Sobalvarro - Assistant Town Administrator/HR Director

Don Ludwig (chair) called the meeting to order at 7:00pm

Minutes:

Minutes of Nov 13, 2019 were approved on a motion from John/Dick.

Public Commentary: None

Town Administrator's report: Marie Sobalvarro - Assistant Town Administrator/HR Director

On the the state level, the budget has been finalized. MA is second from last in submitted. There is a push to overturn ACA from the Federal Government. Currently 375,000 residents could lose coverage if the state were to return to 2006 coverage.

Implications for Harvard: Special Education (SPED) Circuit Breaker funding may be impacted, as well as local assistance.

Document 1: Helpful websites from Marie

Document 2: Updated FY21 Budget cycle calendar

Budget discussion:

The School District's budget presentation on Jan 4, questions from the Select Board (SB) and Finance Committee are due by Jan 8th, the district will respond by Jan 22nd. We will meet with them after that if needed.

Cemetery Commission budget has not yet been received.

Document 3: Questions from SB and FinCom to departments received to date, minus departments that have already answered.

By Department:

- Agricultural Commission (Ag) - request is up \$25k from last FY. Invite in to discuss.
- Ambulance - cannot be an enterprise account, receipts received only.
- Benefits - need Other Post Employment Benefits (OPEB) report, Marie to send. Fallon is up 9%.
- Board of Health (BoH) - New position? Needs clarification, and purchase services is up. Invite in to discuss.
- Cemetery Commission - Budget not yet received.
- COA already reviewed.
- Communications - amount due later this spring.
- DPW already reviewed.
- Finance dept - no further questions at this time.
- Fire - new personnel, invite in to discuss.
- Harvard Cable Television (HCTV) - declining cable enrollment noted.
- Historical Commission - no discussion.
- Land use Department - invite in to discuss. \$8800? increase.
- Library - some questions but no need to invite in to discuss.
- Parks and Recreation Commission (P&R) - Invite to discuss budget with DPW Director Tim Kilhart.
- Police - Mark questions the hybrid vehicle choice, discussed tasers.
- Bare Hill Pond Watershed Management (Pond) - no questions.
- Select Board - will be meeting with them anyway.
- Town Clerk/Elections - No further questions at this time.
- Tree Warden - no further questions at this time.
- School Department - FinCom would like to receive a digital Excel version of the budget. School presentation scheduled for the 4th of January.

Potential invites:

BoH

Land Use

Ag

Fire Dept.

DPW with P&R

Liaison Reports:

John: Capital Planning and Investment Committee (CPIC) update - Annually DPW has had \$40k raised and appropriated and deposited into Capital Stabilization and Investment Fund (CSIF) for the use of DPW for small capital items. CPIC has recommended removing the warrant article and putting the \$40k back directly into the DPW budget.

CPIC late submission - Old Library (Hapgood building) roof, assessment envelope/gutters - with soft costs \$1.4M. The Permanent Building Committee has requested \$921k, \$480k has already been approved by town meeting.

Middle School ramp rebuild was discussed.

Marie asked if the selling of Bromfield House has been discussed? Jennifer to follow up with School Department.

Don reports that the new elementary school building progress is going well. The steel is done, they are now pouring floors. The white wrap around the building is to keep the temperature appropriate for concrete curing.

Other business: We would like to ask the Finance Director Lori Bolasevich to come in and discuss debt ceilings with us. Explaining how Standard and Poor (S&P) evaluates it, and to bring examples for us to review.

Future agenda items: Debt ceiling discussion, Rating sheet discussion

Adjournment:

Meeting adjourned at 8:24pm

Supporting documents (3 Total):

1. Helpful websites from Marie
2. Updated FY21 Budget cycle calendar
3. Questions from SB and FinCom to departments received to date, minus departments that have already answered.

Upcoming meetings:

Jan 4, 2020 - 9am - School Department budget presentation - Upper Town Hall Meeting Room

Respectfully submitted,
Jennifer Finch