Select Board
Minutes
Tuesday, November 20, 2018 at 7:00pm
Town Hall Meeting Room, Harvard, MA

The meeting was called to order at 7:00pm by Chair Lucy Wallace in the Town Hall Meeting Room. Select Board members Alice von Loesecke, Stu Sklar and Rich Maiore were in attendance as well as Town Administrator Tim Bragan and Assistant Town Administrator Marie Sobalvarro. Kara Minar was absent.

Finance Director Interviews
Candidates Nelson Mui and Lori Bolasevich were both given an opportunity to introduce themselves, explain why they are interested in the position, and describe their qualifications and experience. Board members asked questions of each candidate and thanked them for coming.

Minutes
On a von Loesecke/Maiore motion, the board voted unanimously to approve the minutes of 11/6, as presented.

Budget & calendar
Bragan distributed the Select board budgets along with the narrative. The only change in the calendar schedule is they have decided to not wait on distributing questions back to departments on their submissions. Bragan asked the members to review the information and send along any questions they may have. He reported the school department budget will not be in by December 3rd.

Town Administrator report
Bragan reported on the following:

- Old Library roof was inspected by Eagle Enterprises and we are going to get a bid ready spec with estimated cost. This will help provide information to CPIC as they move forward with their approval and recommendation process. Rinaldi, Inc., will take control of the site of the Old Library on Monday November 26, 2018.
- Open meeting law training held on November 15th had over 60 people attended and the Lawyers for the State said it has been their best attended session
- The second meeting in December is when annual license renewals will be handled.
- Boards/Committees vacancies have not changed; appointment to Monty Tech School Committee at next meeting.
- The Harvard Energy Assistance Team (HEAT) program has started to take applications for the 2018-2019 winter heating season. Applications can be obtained from the Harvard web site or by contacting the CoA Director Debbie Thompson.
- Town Hall will be closed on Friday, November 23, 2018 as employees will be using their Paid Time Off and the same will happen on Monday, December 24th.
- Tim Kilhart was successful in getting a Sustainable Materials Recovery Program grant for $7,500 and up to $14,550 for PAYT start-up funds if the SB decides to go forward with that program. Sklar expects the Transfer Station Committee to come with a recommendation on the SMART program in January.
- The board will need to renew Bond Anticipation Notes (BAN) at the next meeting.
- The Planning Board approved the site plan and special permit last night for the Coil Brothers and the Community Host Agreement approval will be on the December 4, 2018 agenda.
- We received approval from the Finance Committee for the reserve fund should we need it for the MUNIS upgrade.

Appointment
On a Sklar/Maiore motion, the board voted unanimously to appoint Tim Schmoyer to the War Monument Restoration Committee.

Select Board Policies & Procedures
Wallace explained the policies and procedures were reviewed by Tim, Marie and Julie. She also reviewed them herself. The board took some time to review the notes, made additional comments and offered suggested edits. A clean version will be distributed for review at the next meeting.

Finance Director Candidates review
Maiore asked how much of the position is accounting versus analytical/forecasting. Bragan said the analytical/forecasting component is more of a group effort done by the Finance Committee and Town Administrator's office as well therefore the accounting piece really is the main element of the position. He confirmed certification is required by the MA Municipal Auditor's and Accountants Association. The board members discussed the value of Mui's Munis experience against the accounting certification Bolasevich holds. Sobalvarro conducted reference checks and received complimentary feedback for both candidates. Von Loesecke noticed during the interview the interaction between Bolasevich and Treasurer/Tax Collector Amy Haley was very good. After a bit more discussion the board made the following motion:
On a Sklar/Maiore motion, the board voted unanimously to appoint Lori Bolasevich as Harvard Finance Director.

Select Board Reports
Von Loesecke reported the HES building designs are 60% completed and are being priced now. They committee is meeting again next week.

Sklar thanked the War Monument Restoration Committee for all their work on the rededication ceremony.

Wallace reported the old library accessibility project is underway. The Housing @ Hildreth House Committee will be able to more forward now that the traffic study has been completed.

Wallace announced the final bound version of the Nashua, Squannacook and Nissitissit Rivers Stewardship Plan has been received. One copy is at the Library and one with the Conservation Commission.

The meeting was adjourned at 9:10pm.

Documents referenced:

Nelson Mui resume – dated October 2018
Lori Bolasevich resume – dated Sept 2018
Schmoyer vol form – dated 5.27.2018
Select Board policies & procedures – dated 2018