

**Town of Harvard**  
**Finance Committee**

Meeting Minutes Mar 8, 2018

**Members present:** Don Ludwig (Chair), Mark Buell, Steve Colwell (Joined meeting @7:20 after discussions with Finance Director,) Charles Oliver, John Seeley, Jennifer Finch

**Not present:** Richard Fellows, Bruce Nickerson, Peter du Bois

**Others:** Tim Bragan - Town Administrator, David Nalchajian - Finance Director (Joined @7:20)

**Location:** Town Hall Meeting Room - 2nd floor, 13 Ayer Rd, Harvard, MA

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

**Minutes:**

Minutes of Feb 28th approved as amended.

Old minutes pending:

Oct 18, 2017, Jan 24, 2018 - Peter

Feb 21, 2018 - Jennifer

Jan 10, 31 (2018) - approved, not yet posted, Feb 7, 14 (2018) - approved, not yet posted

**Public Commentary:** None

**Town Administrator's report:** Tim Bragan's financial projections sheet are using conservative guidelines including: no changes in revenue, only changes in expenses going forward. FY19-FY23.

The charges for Montachusett Technical school came in - \$76,572, a difference of (\$35,881) from the estimate.

Warrant article discussion:

Article 11: FinCom recommendation note approved

Article 12: FinCom voted to remain at \$5000 recommended funding, despite BoS recommending \$10,000. Note will be edited to reflect such.

Articles 13 through 19 inclusive: FinCom recommendation note approved

Article 25: Charles to draft FinCom recommendation note

Article 32: Vote taken again on approving article as past minutes were not clear: Motion made by John seconded by Mark, passed unanimously. FinCom recommendation note approved.

Article 38: FinCom recommendation note approved

Article 39: Jennifer to draft FinCom recommendation note

Article 40: Motion to approve article made by John, seconded by Don, passed unanimously. FinCom recommendation note approved

Article 42: Salary adjustment numbers. Not to exceed \$62k spread over 2 years, most in FY19, the rest in FY20. Motion to approve article made by Mark, seconded by Charles, passed unanimously. FinCom recommendation note approved

HPS is requesting \$15k be reinstated back into their budget - stated to be used for Professional Development. Motion to approve made by Mark, seconded by Charles. Vote was 4:1 with Mark opposed. FinCom will recommend \$15k be given back to the school's omnibus budget.

The new Recap sheet has some adjustments, the library \$5k has been added, some changes to personnel and stabilization fund, and the Montachusett Tech expense updated.

A sheet showing CPIC's upcoming capital requests was distributed, but needed updating.

**Finance Director's report:** David Nalchajian had no updates

**Liaison Reports:** None

**Other business:** below:

Annual Town Meeting Warrant Book updates:

Book assignments:

FinCom address: "Report of the Finance Committee" Don and Charles - minor corrections only.

Omnibus highlights: needs updated numbers

Spotlight: Don on the school building - minor corrections, new draft next meeting

State of the town: Dick and Peter - "omnibus Highlights" - minor corrections, dollar amounts need updating

Schools budget: Steve and David - Needs some updated numbers, NESDEC population estimates stricken due to age of report.

Tax chart: Bruce - 2017 chart passed out this time, need 2018 chart with updated Maynard numbers.

John S is working on the Calculator for the Book numbers.

Town vocabulary sheet: no edits

Motion to adjourn made, and approved. Meeting adjourned at 8:55pm

**Upcoming meetings:**

TBD

Respectfully submitted,

Jennifer Finch

Associate member, FinCom