



Town of Harvard
Finance Committee
Minutes for March 18, 2020

Location: Upper Town Hall Meeting Room - 13 Ayer Rd

Present: Don Ludwig (chair), John Seeley, Richard Fellows, Jennifer Finch

Absent: Siko Sikochi, Ray Marchica, Mark Buell was able to participate remotely for a time

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

Don Ludwig (chair) called the meeting to order at 7:06pm

Minutes approval tabled to next meeting.

Clerk's notes: This is the last meeting to be held in Town Hall before the building was to be closed to the public due to the Covid-19 coronavirus pandemic. This meeting was held with socially distanced seating arrangements. Under new/current guidelines from the state, remote participation can count to meet committee quorums.

Caucus has been cancelled for next week and Annual Town Election (ATE) has been moved to June.

Document 1: FY21 General Fund by Category dated 3/18/20

The Select Board took \$10k out of their purchase services budget and put it into the tree warden's budget. There is no net change.

Document 2: How the budget will look when it goes in the book.

Document 3: Finance Committee Address by Don.

Document 4: Omnibus budget highlights draft by Dick.

Document 5: Schools Report draft by Jennifer.

Document 6: CPIC report by John.

Document 7: CPC report by Didi Chadran.

Document 8: Draft of the Warrant for the 2020 Harvard Annual Town Meeting.

ATM is currently scheduled for May 2, 2020. The Moderator has the sole ability to move the town meeting should it need to be moved.

The March 31 special election for representative for the Middlesex 37th house district may get rescheduled.

With casinos and restaurants closed, there is concern for the current FY revenues.

Town Hall will be operating with a Team A and Team B, half work from the office, half work from home alternating days.

The town will be using Zoom for meetings with more information to follow at a later date.

We need to come prepared with a Plan B should the override not pass.

John and Dick will help Tim with the final copy of the book, virtually.

Stay home, wash your hands, have patience and familiarize yourself with Zoom.

Public Commentary: None

Future agenda items: Plan B should an override fail.

Adjournment:

Meeting adjourned at 8:04pm.

Supporting documents (X Total):

1. FY21 General Fund by Category dated 3/18/20.
2. How the budget will look like when it goes in the book.
3. Finance Committee Address draft by Don.
4. Omnibus budget highlights draft by Dick.
5. Schools report draft by Jennifer.
6. CPIC report by John.
7. CPC report by Didi Chadran.
8. Document 8: Draft of the Warrant for the 2020 Harvard Annual Town Meeting.

Upcoming meetings:

March 25, 2020 7pm Location to be determined.

Respectfully submitted,
Jennifer Finch