Select Board Minutes
Tuesday, January 29, 2019 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 present: Lucy Wallace, Alice von Loesecke, Rich Maiore, Stu Sklar
Town Administrator Tim Bragan
Assistant Town Administrator Marie Sobalvarro

Finance Committee members present: Mark Buell, Siko Sikochi, Don Ludwig, Bruce Nickerson,
Richard Fellows, John Seeley

Budget reviews with the Finance Committee

Department of Public Works
Director Tim Kilhart presented his budget. Everyone received copies of the budget submission along with questions and answers. Bragan clarified how the facilities manager position will work with the DPW Director to schedule and prioritize projects. Kilhart answered questions and offered more information on the snow and ice budget, implementation of the SMART (pay as you throw) program, Water Dept. operations and his request for an additional employee.

Land Use Boards
Community & Economic Development Director Chris Ryan and Planning Board chair Erin McBee were present. Everyone received copies of the budget submission along with questions and answers. Ryan offered removal of $1,000 for GIS training as it may not be necessary. Discussion ensued on how the town technology budget is utilized versus budgeting technology expenses specific to department or board/committee.

Board of Health (BoH)
Chair Libby Levison and member Tom Philippou were present. Everyone received copies of the budget submission along with questions and answers. Levison reiterated their need for a new laptop and asked for guidance on the appropriate way to fund this purchase. Philippou and Levison agreed technology essentials and expenses require a consolidated approach. They noted the BoH has utilized grant funds to purchase computers in the past. Levison reported the Trash hauler regulations have been updated to require they abide by state and town regulations.

Library
Director Mary Wilson and Trustees Marty Green and Davida Bagatelle were present. Everyone received copies of the budget submission along with questions and answers. Wilson developed her personnel budget considering work hours in a leap year instead of a regular year. She noted employee training costs are covered by the Trustees. Green acknowledged the generosity of residents for their donations.

Park & Recreation Commission
Chair Doug Thornton and member Bob O'Shea were present. Everyone received copies of the budget submission along with questions and answers. Thornton highlighted the commission goals for the year are establishing a field planning sub-committee, small common restoration, beach investments and with recent funds from the CPC the commission will purchase a kiosk to implement a canoe/kayak rental system. The commission request to increase hours for the Waterfront Director was discussed. O'Shea confirmed the new payment system with Unipay provides an accurate account of payments received and what they are for. O'Shea explained the auditor recommended all safety personnel be funded through the omnibus budget thus the small warrant article request for this.

Capital Planning & Investment update
Alice von Loesecke gave an update on changes made by CPIC. They approved the Conservation Commisison request for $100,000 and decided on alternate funding sources for the gym bleachers and light duty dump truck removing them from the capital requests.

Tree Warden
JC Ferguson was present. Everyone received copies of the budget submission along with questions and answers. For this year, he has plantings planned near the Bromfield School parking lot and the Depot Road playing field. Ferguson works directly with the DPW Director to prioritize tree cuttings with public safety as the driving factor. He has established a good working relationship with National Grid to assist when needed. Ferguson attended a seminar recently and has ideas on how to create a tree management plan that can be followed.

The meeting was adjourned at 9:20pm.

Documents referenced:
FY20 budget submissions from: Dept. of Public Works, Land Use Boards, Board of Health, Library, Park & Rec Commission, Tree Warden