

Town of Harvard Capital Planning Investment Committee
Minutes of Meeting
February 3, 2010, 8:00 a.m.
Town Hall

Members Present: Cindy Russo, Keith Cheveralls, George McKenna, Debbie Ricci, Peter Warren, Tim Bragan, Lorraine Leonard

1. The Minutes of January 20 were accepted and the minutes of January 27 were accepted as corrected.
2. We reviewed the capital plan dated 2/3/11. The plan shows \$30K to install Town sewer/water to Bromfield House. This should be corrected because we voted on January 6 to change the number to 15,000 because the sewer connection will be bundled with the installation to all town buildings. Keith moved that we move the \$15,000 to hook up to the town water system from FY12 to FY13. Peter seconded. Passed unanimously.
3. There are five town buildings which will need to be connected to the town sewer system: Town Hall, Hildreth, Fire Station, Bromfield House, and the Old Library. Keith moved that we carry \$125,000 as a “place holder” to connect these buildings, to be reviewed and revised prior to Town Meeting if additional data is available. (\$100,000 was added to the plan for this purpose on January 6.) Peter seconded. Passed unanimously.
4. The plan includes \$45,000 for boiler and windows HES. Debbie moved, and Keith seconded, that we leave it in the plan, and note that it has alternative funding, i.e. no funding this year from capital plan. The funding will come from green communities grant and MSBA. The costs of project are quite soft. Keith will attempt to firm up the numbers to some extent. We will change number to \$75,000 as shown on HEAC estimates. The motion, as amended, passed unanimously.
5. The two DPW floor projects total \$80,000. Cindy moved that we fund these projects with \$40,000 from capital plan and the balance from DPW recurring capital. The motion passed unanimously.
6. We discussed possible ways to fund the capital plan. No resolution was reached
7. Cindy moved that we add \$225,000 for reconstruction of Littleton County Road to the plan for 2012. The motion was passed unanimously.
8. Cindy moved that the meeting be recessed until 9:00 a.m. Friday.
9. The meeting was reconvened at 9:15 a.m. Friday.
10. We reviewed the updated capital plan dated 2/3. It shows \$605,000 coming from capital fund and \$1,394,000 from other sources.

11. Cindy moved that we put Selectmen's road plan in capital plan subject to funding. Debbie seconded. We will receive a formal 5-year plan from the Selectmen soon. A funding source for the road plan has not been determined. The motion passed unanimously.
12. George announced at we are scheduled to meet with the Finance Committee on February 12 at 9:00 a.m. to present and review the capital plan. We will finalize the Plan at our February 10 meeting.
13. George raised issue of how to fund capital in out years. Things we could do:
 1. Override to backfund and front load the capital fund. We believe that this override would be binding on future Town Meetings so that override amount would go into capital stabilization every year. Lorraine will check.
 2. We could borrow to fund the plan and carry debt from capital plan. If we assume a \$1 million balance in capital fund now, then in 2016 would have to refinance the debt. This would require us to go from non-excluded debt to excluded debt at that time.
 3. Group some of the major projects together and finance them with a debt exclusion.
 4. George sees combination of debt exclusion for major items and prop 2 ½ override to fund non-bondable items.
14. We discussed ratings of Municipal Buildings Committee request. These results were difficult to track as each person rated the project a different way – some rated the Town Hall project alone, some rated the three buildings, some broke out the road.
15. Tim presented the 5-year calculator which incorporates the current capital plan and assumptions of the Finance Committee.
16. George pointed out that non-excluded payments made from capital fund should be included in capital plan.

The meeting was adjourned at 10:30.

