

**APPROVED 2/2/12**

Town of Harvard Capital Planning Investment Committee  
Minutes of Meeting  
January 26, 2012, 5:00 p.m.  
Old Library

Members Present: George McKenna, Cindy Russo, Debbie Ricci, Peter Warren, Tim Bragan.

1. The minutes of January 19 were accepted as corrected.
2. The rating sheet was amended and finalized. Cindy will send out the final version. The rating sheet is not the sole basis for our decisions.
3. Tim distributed a memo from Joe Connelly dated 1/23/12 regarding "Update on School Committee Approved Technology Funding". These changes are reflected on a revised 5-year School Capital Plan, this Plan was also distributed.
4. The School's one ton pick-up must be replaced. Replacement of this vehicle was scheduled for 2016. A DPW pick-up was scheduled to be replaced in 2014. It may be possible for the DPW to purchase its new truck one year early, and for school to use the current DPW truck. Mark is checking to see if the old DPW truck will be sufficient for school use. This would move a \$70K DPW request to 2013. DPW recurring capital is \$70K.
5. Debbie suggested that we include the school technology program on the capital plan. Although it will not be funded from the plan, it is a significant expense and should be included for informational purposes.
6. We discussed each of the items on the capital plan.
7. We have outstanding questions for Rich Nota.
  - (1) We need the estimate on the cost of the farm tractor.
  - (2) Will either/both of the farm tractor and boom flail mower reach the fire ponds?
  - (3) We need more information on the condition and age of the mowers.
  - (4) We need a list of DPW recurring capital.
  - (5) How long is the road replacement program expected to continue and at what cost?
  - (6) How long is the guardrail program expected to continue.
8. A representative of the Planning Board will attend to our February 16 meeting to discuss the Master Plan request.
9. We have some questions for the School Department:
  - (1) Regarding the school energy punch-list request, we would like an itemization of how much has been spent on this project from all sources.

(2) Please provide the energy committee summary of savings achieved as a result of energy expenditures.

(3) We need a careful review of the relevant contracts and detail of their scope of work to be certain that the requested \$52,500 expense was not included in those contracts. Additionally, we'd like to know how the work has been conducted and who has been supervising the work.

(4) We would like an independent, outside estimate of the cost of Pond Road parking lot repair.

10. The request for a new water main from library to pond road. This was funded last year as part of the \$340K for the water projects, but work wasn't included in the bid package. Now it is in the plan for FY16.

11. We made the following decision:

1. The improvements to the public works facility will be deferred to FY14.
2. The sidewalks and compost project will be deleted from the plan.

12. Review of the following projects is deferred:

1. Library/school generator will be deferred until we have a price.
2. Town Hall building project will be deferred until there is more information.

13. All members will rate the remaining projects for next week's meeting. At this point, ratings will be done without consideration of available funds.

14. George discussed the possibility of funding the Littleton County Road project with short term borrowing, to be bundled when the project is complete. No decision was made.

15. Debbie reported with regard to the possibility of funding a portion of the Town Hall project with a CPC bond. The maximum amount CPC can use for bonding is 75% of the Town Surtax. This is because the continuation of state funding cannot be assumed and they are required to save 25% (because of requirements to spend on needs other than historic preservation.) Right now Town Surtax it is \$180K-\$190K. A one million bond would cost about \$95K the first year and will go down after that.

16. The next meeting is next Thursday at 6:00 p.m. It is currently scheduled for the Old Library but George will see if Town Hall is available.

The meeting was adjourned at 6:50.

