

APPROVED – 2/9/12
Town of Harvard Capital Planning Investment Committee
Minutes of Meeting
February 2, 2012, 6:00 p.m.
Old Library

Members Present: George McKenna, Cindy Russo, Debbie Ricci, Peter Warren, Keith Cheveralls, Tim Bragan. David Kassel also participated.

1. The minutes of January 26 were accepted as corrected.
2. We reviewed our first pass ratings on the projects. The results were as follows:
 - Fire Horn – 87
 - Radios – 96
 - Road Repair – 75 (We agreed to revisit this.)
 - Boom flail tractor – 72
 - Mower – 54
 - Dump Truck – Not enough people rated this, so we need to revisit.
 - Guardrails – 60
 - Well pump – 64
 - Library generator – Discussion deferred until more information.
 - School – flashing lights – 81
 - Water to Bromfield House – 52
 - Bromfield School Carpeting – 73
 - Bromfield HVAC – We deferred
 - Bromfield Alarm – 83
 - Pond Road Parking Lot – Deferred until more information.
 - Tennis Courts – 64 (Many expressed support for the project beyond this number.)
3. We will request that Lorraine update the information she gave us on last year's articles. One question: How much was spent on the Littleton County Road project in first year, and how much has been spent so far this year?
4. The balance in the capital plan is \$927K. We attempted to analyze where we stand:
 - *If we fund the projects that are rated 80 and above, the remaining balance in the capital fund will be \$852K.
 - *If we fund the projects that are rated 70 and above, the balance will be \$481K.
 - *Once we include the debt service for 2013 and 2014 (Total - \$181K) the bund balance will be \$300K. balance in fund. George reported that he estimates free cash in 2013 will be \$270K, based on the average of the last ten years.
5. We discussed funding ongoing Road Reconstruction project with excluded or non-excluded debt.

Cindy moved that we recommend that the BOS put the remaining 3 year Littleton County Road Reconstruction project on the warrant as excluded debt, and that we inform the BOS that there is insufficient funding available for this project in the Capital Fund and that Keith, with Cindy's assistance, prepare and submit a written request to this effect. Keith seconded. The motion passed unanimously,

6. We discussed the need for specific cost information on the Town Hall Project. Cindy moved that we authorize George, as Chair, to inform the co-chairs of MBC that we are concerned about not having the cost information necessary in time to evaluate the project and to ask them when that information might be available. The motion was seconded by Peter. The motion passed unanimously.

7. We are waiting for the following additional information:

- Information from the schools regarding the need for the dump truck, the hvac project and the parking lot. Keith will inquire about the availability of the information.
- Tim is investigating generator request for the library.
- Debbie will ask Rich Nota about consequences if DPW doesn't get the mower.

8. Our upcoming schedule is as follows:

February 9 – Next meeting. We will discuss long range planning. George will attempt to reserve the Town Hall Meeting Room.

February 15 –The BOS is meeting with MBC. We may be invited to attend. Peter will ask if we are expected to attend and what the purpose of the meeting will be.

February 16 -- Master Plan Committee

February 23 – We will consider MBC project (if we have sufficient cost information)

February 29 – Quad Board Meeting. We will present our long range planning information at that point.

The meeting was adjourned in 9:06.