

**Town of Harvard Capital Planning and Investment Committee Minutes  
October 17, 2013, Town Hall Meeting Room**

Members present: Keith Cheveralls, Marie Sobalvarro, David Kassel, Tim Bragan, and Lorraine Leonard

The meeting was called to order at 8:22 a.m. Minutes from the October 2 and 3 meetings were unanimously approved.

Rich Nota, Public Works director, appeared before the Committee to discuss his 5-year capital plan and use of recurring capital funds.

Rich provided written answers to written questions from members of the Committee, which had previously been sent to him. Rich also provided a folder to each Committee member containing a listing of all recurring capital purchases from FY 2010 to 2014; and a spreadsheet with a DPW equipment inventory, including the original and replacement cost of each item.

The folder also contained a proposal from BMSI, Inc. for a software system to operate a DPW asset management program. In addition, the folder contained a quoted price of \$138,505 for a 2013 John Deere front-end loader.

Rich elaborated on his written answers to the questions about his five-year plan.

Keith questioned the removal from the FY 15-19 plan of a \$90,000 skid steer loader, which had been listed on the FY 14-18 plan. Rich said the cost of the equipment, which he estimated 55,000, was being placed under recurring capital. Keith said he didn't think that was necessarily a good use of recurring capital.

After some questioning by the Committee of the asset management program, listed in the five-year plan as costing \$76,000 from FY 15 -17, Keith suggested the topic will need follow-up discussion.

There were also questions from the Committee about a town center reconstruction proposal in the five-year plan. Rich noted that the proposed program calls for the replacement of deteriorating sidewalks in the town center. Marie said the Board of Selectmen is scheduled to discuss the proposal in November.

In a discussion about a proposal in the DPW plan for \$10,000 for water storage tank maintenance, Keith noted that the Committee intends to "take a harder look" at what constitutes maintenance versus capital projects.

A motion was made and seconded to adjourn the meeting. The meeting was adjourned at 9:25 a.m.

Minutes respectfully submitted by David Kassel