

**Town of Harvard Capital Planning and Investment Committee Minutes  
December 5, 2013, Town Hall Meeting Room**

Members present: Keith Cheveralls, Debbie Ricci, Marie Sobalvarro, Alan Frazer, David Kassel, Lorraine Leonard, and Tim Bragan

The meeting was called to order at 8:15 a.m.

Fire Chief Rick Sicard appeared before the Committee to discuss the Fire Department's five-year plan and answer questions previously submitted by the Committee.

Rick discussed the refurbishing of the Still River Fire Station, much of which was done through the Galeota Report account. As a result, none of the initially estimated \$150,000 cost of the project will need to be requested from the Capital Stabilization Fund. Most of the work involved the removal of asbestos from the walls and installation of a new oil tank. The work was done at less cost than projected.

Rick then described a planned cooperative agreement with DPW to service and repair the town's fire ponds. Rich Nota at DPW had proposed taking about half of the \$50,000 appropriated to the Fire Department in the current fiscal year for an engineering study of the fire ponds, and using it to develop an asset inventory of the town's infrastructure and infrastructure needs. In return, DPW would do much of the fire pond repair work.

There was discussion of the proposal. Debbie contended that the entire \$50,000 was appropriated for the fire pond study, and questioned why the study had not yet been done. Rick said he was working on many projects, but that the study will be done this fiscal year. He suggested that DPW would do much of the engineering work on the fire ponds, but Lorraine maintained that the Fire Department is not permitted to pay DPW for requested work.

Committee members had further questions as to whether the money Rich was seeking for the DPW asset management program from the Fire Department would be on top of the \$32,000 he is asking for the project from the Capital Fund. Keith suggested that Rich's plan to use the Fire Department funding "probably won't work."

The CPIC heard next from the Hildreth House Improvement Committee (HHIC), which discussed a re-design of the senior center project, which will reduce the projected cost from \$5.5 million to \$3.7 million. Among the changes are siting the parking at the front of the building at grade, which will eliminate the need for a lift, and building a smaller dining room and kitchen.

Constance Larrabee, a member of the HHIC, said the committee will ask at the Town Meeting for approval of the entire \$3.7 million project amount.

Debbie said she would like to see a Planning Board and Sewer Commission Assessment of the Hildreth House project. She asked whether the plan to raise \$200,000 through private donations was realistic.

Lucy Wallace, speaking as a member of the public, maintained that there was “not room for more shrinkage” of the project. She suggested it would be difficult to get definitive answers to questions about fundraising by January, as was requested.

The CPIC next discussed the presentation of a five-year plan for the Town and funding strategies for capital projects at the All-Boards meeting scheduled for December 11. There was discussion as to whether a yearly amount for capital exclusions would be based on individual projects or an amount that remained steady from year to year. Lorraine suggested that setting a relatively steady number from year to year would avoid spikes in the tax rate. She has proposed a consistent amount for capital exclusions of about \$200,000 per year.

The Committee agreed to meet on December 11 in the morning to further discuss proposals to present to the All-Boards meeting.

A motion was made and seconded to adjourn the meeting. The meeting was adjourned at 10:20 a.m.

Minutes respectfully submitted by David Kassel