

TOWN OF HARVARD
FINANCE COMMITTEE
Minutes

Meeting Date: January 6, 2010

Meeting Place: Town Hall

Members Present: Bob Thurston, Marie Fagan, John Sullivan, Collyn Bradley, Lori Granville

Others Present: Lorraine Leonard, Finance Director; Tim Bragan, Town Administrator.

Meeting Time: 7:04 pm

Adjournment Time: 9:05 pm

Discussions and Actions

- Bob Thurston opened the meeting at 7:04 pm
- Minutes for the December 2nd and December 16th meetings were approved
- Discussion about why the survey has not been posted was discussed. All members owe Collyn feedback on their sections and to remove any objectionable comments.
- Lori indicated that Rich Nota really appreciated the comments and feedback from the survey. It helped him in setting priorities.
- Started reviewing each department's budget. We will generate questions and send them to each department head.
- Tim distributed an updated recap. Deficit down to \$240,000. If you assume each department will take into consideration their benefits increase when submitting their budgets it brings the deficit down to \$60,000.
- We have about \$500k in our Reserve fund. Discussion about saving it for next fiscal year if we are okay this year. We would have to close it out and move it to free cash.
- General discussion about the line items on the budget recap
- The first budget covered was the Fire Department
 - Discussion about why we can't as chief Mignard suggests charge \$10 for burning permits. It would generate \$5,000+ in revenue. It was pointed out that the selectmen are probably not in favor of charging this fee.
 - Questions
 - What type of controls are in place that determines who and how many go out when there is a call?
 - How many calls were there last year?
 - Can you temper the number of first responders?
 - We should articulate what a full time chief does. We need to educate people on what the Chief does.
 - Give examples of what items are in the general expense line.
- Library budget
 - We did not review the Library budget because it did follow the correct format that we asked for
- Public Works budget
 - Questions
 - What is really being spent on monitoring? What are we monitoring? Who is doing it?
 - What are consultants used for?
 - What are the purchased services for Water?
 - Should we charge more for transfer stickers?
- Bare Hill Pond budget
 - Lori will meet with dept head

- No other liaison reports.
- Next Finance Committee meeting January 13th, 7:00 pm, Town Hall. This meeting is needed to review the rest of the budgets. Questions on the other budgets can be submitted to Tim prior to next Wednesday.
- Future meetings will be the first and third Wednesdays every month, 7:00 pm, at Town Hall.
- Move to adjourn at 9:05 PM.