

TOWN OF HARVARD
FINANCE COMMITTEE
Minutes

Meeting Date: January 13, 2010

Meeting Place: Town Hall

Members Present: Bob Thurston, Marie Fagan, John Sullivan, Collyn Bradley, Lori Granville, George McKenna, Steve Colwell

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

Meeting Time: 7:04 pm

Adjournment Time: 9:14 pm

Discussions and Actions

- Bob Thurston opened the meeting at 7:04 pm
- Minutes for the January 6 meeting were approved
- Started reviewing each department's budget. We will generate questions and send them to each department head.
- The first budget covered was the Police Department
 - Discussion around the Quinn Bill – We anticipate that the State will only pay 10% reimbursement. The town is responsible for 50% of the Officers and all of the Chiefs educational costs.
 - Questions
 - Should we change the Quinn line to reflect the actual costs? There should be an offset at the bottom of the page. We will ask the Chief to include an offset.
 - How many calls do we get per year that initially requires 2 officers?
 - Would a Taser gun help with calls where we have only one officer and really should have two?
 - Would on-call pay potentially take the place of overtime shifts?
 - What are we spending year to date on operating expenses. The actual is much lower than the budget request. Why the big increase?
 - What drove down the Public Safety bldg. Operations budget line?
 - We need the detailed numbers for the Communications budget?
 - How are 20 hours of community volunteer time being spent?
- Library budget
 - Lori explained how the MAR budget worked. Unless the Library budget is cut more than other budgets we should get the waiver
 - We need the detail on staffing salaries.
 - Questions
 - How can the library maintain hours and reduce staffing levels?
 - How many people do we have on duty on average at any one time?
 - How does the library plan on using volunteers?
 - Have they made progress towards setting up an endowment to be used for operational expenses?
 - What do they believe the risk is (percentage) of failing the certification waiver at level-funded budget, versus 5% reduction budget?
- Town Clerk – no questions

- COA budget
 - Could volunteering at COA be a senior service project?
 - How could some services utilize volunteers?
 - How could regionalization be utilized with one director serving multiple towns and investing part of the savings into outreach programs?
- Lorraine Leonard requested a reserve fund transfer in the amount of \$5,000 or an A133 Audit as a result of the receipt of FEMA and ARRA funds in FY'09. Reserve fund transfer was not approved (3-3-0).
- No liaison reports.
- Next Finance Committee meeting January 20th, 7:00 pm, Town Hall.
- Future meetings will be the first and third Wednesdays every month, 7:00 pm, at Town Hall.
- Move to adjourn at 9:14 PM.