

TOWN OF HARVARD

FINANCE COMMITTEE

Minutes

Meeting Date: February 3, 2010

Meeting Place: Town Hall

Members Present: Bob Thurston, George McKenna, Collyn Bradley, Lori Granville, Steve Colwell, Heidi Frank

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

Meeting Time: 7:02pm

Adjournment Time: 9:31pm

Discussions and Actions

- Bob Thurston opened the meeting at 7:02pm.
- Minutes from 1/27 meeting approved.
- COA budget review with Department Head Ginger Quarles
 - Several students do senior service projects at COA (3-4 each year). 1-2 students run “Seniors Helping Seniors” program, others have done other programs, like pen pals, cooking programs, and others.
 - List of volunteer opportunities are posted on website. The department also created an official job description for an unpaid position to coordinate and schedule volunteers.
 - Ginger Quarles spoke with head of Elder Affairs to ask if any regionalization efforts have been successful. He said no, due to politics, budgetary and prioritization differences.
 - Revolving account receives \$5-6K per year through trips and exercise classes. Friends of COA held first fundraiser for the department and raised \$6,000.
 - Ginger Quarles said risk of cutting outreach hours will cause more vulnerable elders who are not being reached, and others who may not be able to stay at home due to not receiving the help they need.
 - Lori Granville encouraged Ginger to formalize their senior outreach. Ginger said she would come up with more detailed volunteer descriptions for the students to choose from.
- Police budget review with Police Chief Ed Denmark
 - Chief Denmark said that level funded budget would leave 36 hours a week with one officer. Currently there are 2.5 shifts per week with one officer.

- He said that officers are more likely to go into situations alone and take a risk.
- He said that the officers work between 205-208 shifts per year.
- Chief Denmark stated that officers are required to serve 20 hours a year in the community with a 4 hour minimum per activity. He said he can mandate that officers use volunteer shifts to cover the additional election next year.
- Chief Denmark said that tazers cannot be used on single-officer shifts.
- Quinn Bill – Used to work that the town funded money and the state reimbursed 50% of the cost. They will not know by ATM whether the state will continue to fund at the same level.
- Communications budget review
 - Chief Denmark stated that there is a risk of maintaining staff by relying heavily on part time dispatchers. He said he would need to have 5 active part-time dispatchers for the 5% reduction budget.
 - Chief Denmark said that 4 security cameras in the Police Station have failed, and the department is spending too much on repairs for the HVAC system to repair them.
- Tim reviewed local aid numbers. He said Governor Patrick’s budget is not final, and that the state should have final budget set by the beginning of April.
- Lorraine presented recap, with local aid adjusted from 15% cut to 10% cut, and healthcare costs increased from 7% to 10.9%. Excise tax bill revenue also increased.
- Tim said that the adjusted budget for Park & Rec and the Cemetery budget still had not been submitted.
- FinComm reviewed Agricultural Commission budget. Lorraine said that they did not expect to receive the full \$2,000 in the first year.
- Capital Committee will come to Tri-Board meeting with a first draft of the capital requests. Format will be sharing what has been presented so far.
- FinComm will reflect the increased budget for Town Clerk due to the additional election.
- Discussion on how to present recap at Tri-Board meeting, and whether to reflect requested budget numbers or submitted budget numbers. Ultimately, FinComm agreed to present the recap of 2/3/10
- Meeting adjourned at 9:31pm.