

TOWN OF HARVARD

Finance Committee

Minutes

Meeting Date: Dec.21, 2010

Meeting Place: Old Library

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

Others Present: Lorraine Leonard-Finance Director

Meeting Time: 7:40 pm

Adjournment Time: 9:07 pm

Discussion and Actions

- Bob Thurston opened the meeting at 7:40 pm
- Minutes from 12/01/2010 meeting reviewed. Approved.
- Department budget observations and questions discussed:

The library's request is for \$516,339 with the actual amt. to meet MAR at \$511,517 for 2012. Can we discuss ways to just meet their MAR with them? Also, there is a question of \$11,000 not being spent –should this line be adjusted down? Is this money needed? Also, we will have discussion on whether to increase fines which could help offset annual increases needed to meet MAR cert. Is this appropriate?

The police budget shows police salaries(step changes)occurring FY14-FY15. Are these all realistic retirements or just an estimate at this time? Is the public safety building operations line decrease realistic, or should this figure be larger? Is there any negative impact on full time staff feelings with overtime vs. using part time help?

The fire budget needs a fix with the total staff line of \$326,584 changed to \$180,912. This personnel line is difficult to predict until we know what is happening to Fire Chief position. Discussion regarding a brush fire permit needs to be explored further. This is the Selectman's job. We would like to discuss the SAFE program—we don't want to risk losing this—do we need to increase the stipend?

The DPW budget lines for OT and on-call is not included for FY13 and beyond. Need an update. Where has the idea of a composting facility gone? Is this still being discussed as a potential source of funding? Also, why the steady decline in waste costs in the 5 yr plan—is this savings from PAYT?

The Council on Aging budget was discussed. It was well thought through and well written based on a new senior center. We would also like to see a 5 yr budget without the assumption of a new senior center.

The Finance Dept. question regarding the forecasted increases of 2.5% and 5% per annum for professional services and technology due to contractual obligations was confirmed by Lorraine.

The Park and Recreation—can we move the budget and management responsibility for the grounds keeping crews to DPW? We would like to discuss this with

both parties—schedule both on same evening overlapping somewhat. Also, why the increase in their budget when asked to level fund—what is this \$ for?

The Cemetery budget questions are—why the large increase in purchased services and supplies line?? We need more specific reasons/plans as to why the 20% increase in services.

The Board of Health question of why the 5% increase in staff line for every year in the 5 yr plan? Why the increase in Nashoba Health Services if flat for so long? Why the large increase in office supplies and purchased services—need specifics.

The Land Use Board question of why the 5% increase in office supplies?

- ATFC dues fees of \$173.00 approved.
- FY12 Recap and Calculator Worksheet discussed with the assumptions of 4% increase in staffing/personnel payroll, 5% increase in health insurance cost, 1% increase in expenses, and 5% decrease in state aid.
- Discussed Tim's Budget Overview power point for the All Boards meeting tomorrow.
- Omnibus budget briefly reviewed FY12-FY17 with questions regarding Police Personnel line's decrease for projected FY15 due to retirements. Concerns regarding Council on Aging's overall budget doubling between FY12 and FY17 based on the assumption of a new building were also discussed. It was noted that Veteran Services and Park and Rec have not submitted budgets yet. Tim will take care of Veterans Services, and Lori has Park and Rec. Cable TV budget handed out.
- Finance Committee calendar handed out with dates reviewed by Bob.
- Ambulance non omnibus budget will be presented for next FinCom meeting on Dec. 15th.
- Liason reports: Collyn met with COA, and their budget does factor in a new Senior Center. They also want to relocate the van dispatch position from Town Hall to the COA office.
- All members were asked to independently review all Dept. budgets and submit any questions to Tim via email prior to next scheduled meeting.
- Next meeting January 5, 2011
- Meeting adjourned at 9:07 pm.