

TOWN OF HARVARD
Finance Committee
Minutes

Meeting Date: October 5, 2011

Meeting Place: Town Hall

Members Present: Bob Thurston (chair), Steve Colwell, Marie Fagan, Heidi Frank, Rudy Minar,
Laura Vilain (associate), Alice von Loesecke

Members Not Present: Alan Frazer (associate), George McKenna

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

Meeting Time: 7:07 pm Adjournment Time: 8:50 pm

Discussion and Actions

- Bob Thurston opened the meeting at 7:07 pm
- Minutes for August 17th, July 13th, and September 14th were reviewed and approved.
- No public comment
- Vote in New Officers:

Bob Thurston made a motion to elect Marie Fagan as Chair; it was seconded by Rudy Minar. Steve Colwell made a motion to elect George McKenna; Alice von Loesecke seconded. The vote was 5:1 in favor of Marie Fagan.

Marie Fagan made a motion to elect Bob Thurston as Vice Chair; Rudy Minar seconded. With Bob Thurston abstaining, the vote was 5:0 in favor of the motion.

Marie Fagan made a motion to elect Laura Vilain as Secretary; Bob Thurston seconded. The vote was unanimous in favor of the motion. Then, Bob Thurston made a motion to elect Alice von Loesecke for back-up Secretary, with Marie Fagan seconding. The vote was unanimous in favor of the motion.

- Assignment of Liaisons:

Board of Selectmen	Marie
Moderator	Marie
Capital Planning (voting position)	George
Schools	Steve, Laura
Monty Tech	Steve
Community Preservation Committee	Steve
Cemetery	Bob
Council on Aging	Alice
Parks & Rec	Bob
Public Safety (Police, Fire Ambulance, Dispatch)	George
Library	Rudy
DPW	Heidi
Energy, HEAC	Marie
EDC	Rudy
Personnel Board (voting position)	Bob
Town Clerk	Alice
Conservation Commission	Laura

Planning Board
ZBA
Town Center Septic
Historical Commission
Tree Warden
Board of Health
Municipal Buildings Committee
Pond

Rudy
Rudy
Marie
Bob
Heidi
George
George, Heidi
Alice

-Liaison Assignments where we act as interface between FinCom and each committee. Note: we are not to champion a budget for that committee.

Discussion about 5-year plan

-Clarification that 5-year plan doesn't include new services or positions; noting that 80% of new services involves personnel. Recap that the town is in a good position financially. Marie will work with Tim Bragan on readability. There will be an e-version this year.

Finance Director report (Lorraine)

-Budget memo has been sent out to committees including expense and personnel worksheets (2 separate worksheets)
-A new treasurer has been hired, Debbie Nutter; and the town books are not yet closed.

Town Administrator report (Tim)

-Construction starts the week of 10/17 on the town sewer. Shovel to the ground on 10/19/11. There will be a ceremony. Information will be sent to residents in the down town district regarding the 2% financing for the sewer system.
-Update about the municipal buildings; an architect will be selected then the BOS will review and approve selection by November. Sometime in February or March, FinCom will be reviewing the capital budget.

Other Business

-Discussion about the Municipal Building Committee (MBC) selection criteria. FinCom's main criteria is how will the ongoing budget concerns will be addressed and managed.

Liaison Reports:

The School Committee meeting was at Devens, and Harvard is working with Boxboro administration.

Agenda items for next meeting

-MBC Selection criteria
-Nov. 1 School committee requested time on agenda

Next meeting October 19, 2011

Meeting adjourned at 8:50 pm

Respectfully submitted,

Laura Vilain

