

**TOWN OF HARVARD**  
**Finance Committee**  
**Minutes**

**Meeting Date:** Saturday, February 4, 2012

**Meeting Place:** Town Hall

**Members Present:** Marie Fagan (chair), Steve Colwell, Heidi Frank, Alan Frazer (assoc.),  
George McKenna, Bob Thurston, Laura Vilain (assoc.)

**Members Not Present:** Alice von Loesecke, Rudy Minar

**Others Present:** Lorraine Leonard –Finance Director

**Meeting Time: 9:07 a.m.      Adjournment Time: 11:15 a.m.**

**Discussion and Actions**

- Marie Fagan opened the meeting at 9:07 a.m.
  - Minutes for January 21, 25, and February 1, were reviewed, and approved with changes.
  - No public comment
- > Comments about Budgets
- \* Fire Department's budget has been updated.
  - \* DPW: Although the committee votes the bottom line, the detail of the DPW budget still needs a narrative. Areas to check are offsets in FY11,12,and 13, and some questions about FY12 and 13 not lining up properly.
  - \* Council on Aging:  
**A motion was made to level-fund the CoA's expenses based on the assumption the 1% increase is not required. The vote was 5:0 in favor.**
  - \* Agricultural Commission's budget was presented and discussed. Narrative included the expenses for "Right to Farm Community" signage.
- > Discussion about Wish List
- \*With discussion, the committee decided to invite back the School Committee. Concern arose about the cost of benefits attached to new personnel.
  - \*It was noted that the Wish List numbers are just now beginning to stabilize.
  - \*The Police Department will also be invited back to ask about overtime, the body armor, and benefits and new personnel.
  - \* Discussion about the new Facilities Director position, and the ability with this position to be forward-looking and plan-full about big-picture maintenance.
- > Voting a subset of Budgets - with the assumption of level-service. This is considered to be a preliminary round.

**A motion was made to accept the Selectmen's budget of \$212,534.  
The vote was 5:0 in favor.**

**A motion was made to accept the Finance Committee's budget of \$200.  
The vote was 5:0 in favor.**

**A motion was made to accept the Finance Department's budget of \$422,150.  
The vote was 5:0 in favor.**

**A motion was made to accept the Legal's budget of \$51,000.  
The vote was 5:0 in favor.**

**A motion was made to accept the Personnel Board's budget of \$100.  
The vote was 5:0 in favor.**

**A motion was made to accept the Town Clerk's budget of \$74,458.  
The vote was 5:0 in favor.**

**A motion was made to accept the Elections & Registrars' budget of \$9,550.  
The vote was 5:0 in favor.**

**A motion was made to accept the Land Use Board's budget of \$52,593.  
The vote was 5:0 in favor.**

**A motion was made to accept the Public Buildings' budget of \$289,898.  
The vote was 5:0 in favor.**

**A motion was made to accept the Annual Town Reports' budget of \$4,000.  
Discussion of other options. The vote was 4 in favor, 1 opposed (George McKenna).**

**A motion was made to accept the Communications' budget of \$209,405.  
The vote was 5:0 in favor.**

**A motion was made to accept the budgets of Building & Zoning Inspector, Gas Inspector, Plumbing Inspector, and Wiring Inspector of \$50,000, \$4,000, \$7,000, and \$9,000, respectively. The vote was 5:0 in favor.**

**A motion was made to accept the Animal Control's budget of \$17,250.  
The vote was 5:0 in favor.**

**A motion was made to accept the Tree Warden's budget of \$14,000.  
The vote was 5:0 in favor.**

**A motion was made to accept the Solid Waste Transfer's budget of \$182,000.  
The vote was 5:0 in favor.**

**A motion was made to accept the Street lights & Traffic Signal's budget of \$5,700. The vote was 5:0 in favor.**

**A motion was made to accept the Water Department's budget of \$17,500.  
The vote was 5:0 in favor.**

**A motion was made to accept the Pond Committee's budget of \$33,500.**

**The vote was 5:0 in favor.**

**A motion was made to accept the Cemeteries' budget of \$2,500.**

**The vote was 5:0 in favor.**

**A motion was made to accept the Council on Aging's budget of \$103,141.**

**Note: this was a change of \$20 decided in an earlier motion to show level-funding.**

**The vote was 5:0 in favor.**

**A motion was made to accept the Veterans' Services' budget of \$14,500.**

**The vote was 5:0 in favor.**

**A motion was made to accept the Historical Commission's budget of \$100.**

**The vote was 5:0 in favor.**

**A motion was made to accept the Agricultural Commission's budget of \$500.**

**The vote was 5:0 in favor.**

**A motion was made to accept the Recurring Capital Expenditures' budget of \$99,000. The vote was 5:0 in favor.**

**A motion was made to accept the Property/Liability/Self-Insurance's budget of \$145,000. The vote was 5:0 in favor.**

**A motion was made to accept the Employee Benefits' budget of \$3,306,672.**

**With a caveat that the Wish List changes will change this bottom number.**

**The vote was 5:0 in favor.**

**A motion was made to accept the Non-Excluded Debt: Debt Expense's budget of \$5,000. The vote was 5:0 in favor.**

**A motion was made to accept the Excluded Debt: Permanent Debt's budget of \$1,003,490. The vote was 5:0 in favor.**

**A motion was made to accept the Legal's budget of \$51,000.**

**The vote was 5:0 in favor.**

Budget's to be voted on are from the Police, Fire, School Committee, Monty Tech, Dept. of Public Works, Board of Health, Library, and Parks & Rec.

- No Warrant Articles to Review
- No Town Administrator Report or Finance Director Report
- No Other business
- Proposed agenda items for next meeting
- Next meeting – Wednesday, February 8, 2012

Meeting adjourned at 11:15 p.m.

Respectfully submitted,  
Laura Vilain