

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

**Meeting Date:** Wednesday, February 15, 2012

**Meeting Place:** Town Hall

**Members Present:** Marie Fagan (chair), Steve Colwell, Alan Frazer (assoc.), Alice von Loesecke, George McKenna, Rudy Minar, Bob Thurston, Laura Vilain (assoc.)

**Members Not Present:** Heidi Frank

**Others Present:** Tim Bragan - Town Administrator

**Meeting Time: 7:00 p.m.      Adjournment Time: 9:20 p.m.**

**Discussion and Actions**

- Marie Fagan opened the meeting at 7:00 p.m.
- No public comment
- Minutes for February 11, were reviewed, and approved with changes.
- Discussion of "level-service" funding
  - \* Straw votes were taken by the Committee to determine if budgets for the Fire, School, Police, Board of Health, Department of Public Works, Library, Communications, and Park & Rec departments were at level-service funding. This first-pass roll-up was being done to equally compare all the budgets and to set a baseline for deciding cuts or additional funding. (Also see minutes of 2/4/12 )
  - \* Several members of the committee thought this action (voting) was premature, but were willing to commit to straw votes.
- Fire Department's budget
  - \* A straw vote was taken to consider the Fire Department's budget of \$215,757 as level-funded. Discussion arose as to whether the increased expense of protective clothing (which is mandated) should be part of the ongoing maintenance expense or submitted as a warrant article. The majority of the Committee determined that having a policy change to now include protective clothing as a line item was warranted.
  - \* The vote was 4:2 in favor that the Fire Department's budget was level-funded. Steve and Rudy were opposed.
- School Department's budget
  - \* The School Department's budget of \$11,483,279 was determined to not be level-funded. Line items adjusted down were \$32,747 (.6 Wellness/PE Teacher), \$16,200 (Library Aide position), and \$22,745 (the balance remaining after two

retirement/resignations of teachers). A straw vote was taken to consider the School Department's adjusted budget of \$11,411,587 as level-funded.

\* The vote was 5:1 in favor that the adjusted School Department's budget was level-funded. Steve was opposed.

- Police Department's budget

\* The Police Department's budget of \$858,286 was determined to not be level-funded. Line items adjusted down were \$2,700 (computer), \$10,000 (estimated savings from retiring officers), and items adjusted up were \$5,000 (body armor). A straw vote was taken to consider the Police Department's adjusted budget of \$850,586 as level-funded.

\* The vote was 6:0 in favor that the adjusted Police Department's budget was level-funded.

- Board of Health Department's budget

\* The vote was 6:0 in favor that the BoH Department's budget was level-funded at \$31,026.

- Department of Public Works Department's budget

\* No vote was taken. More information is needed regarding personnel costs.

- Library Department's budget

\* A straw vote was taken to consider the Library's budget of \$521,617 as level-funded. Discussion arose as to whether the MAR is the floor and should be considered level-service bringing the Library's budget down \$3,000 to \$518,617.

\* The vote was 4:2 in favor that the Library's budget was level-funded. Steve and George were opposed.

- Communications Department's budget

\* The vote was 6:0 in favor that the Communications Department's budget was level-funded at \$209,405.

- Park and Recreation Department's budget

\* The vote was 6:0 in favor that the Park and Recreation Department's budget was level-funded at \$71,276.

- No Town Administrator Report or Finance Director Report

- Liaison reports

The Capital Committee wants to meet with FinCom to explain their financial analysis and projections. Date to be determined.

The School Committee approved the School's Draft 2 budget. Steve passed out January 2012 year-to-date budget report.

- No Other Business

- Proposed agenda items for next meeting

Updates on The Book's progress

Review Marie's FinCom Address

Prepare for Quad Board

- Next FinCom meeting – Wednesday, February 22, 2012

Quad Board's meeting 2/29 at 7:00 at the Town Hall Meeting Room

MBC meeting 3/1 at 7:00 at Volunteers' Hall, Library

Meeting adjourned at 9:20 p.m.

Respectfully submitted,  
Laura Vilain