FINCOM
Meeting Minutes – January 25th, 2017

Members Present: Bruce, Charles, Dick, Don, Heidi, John, Steve
Others: Tim Bragan, David Nalchajian
Location: Town Hall Meeting Room

Don called the meeting to order at 7:05PM.

Minutes: The Minutes of the January 11th meeting were unanimously approved. The Minutes of the January 18th meeting were amended and unanimously approved.

Public Commentary: None.

Town Adminstrator/Finance Director Reports:

- Small Warrant Article Update:
    - Park and Rec Director article might be withdrawn
    - Hildreth House Technical has been withdrawn and cost will be paid for by Rantoul Trusts
    - Capital might pay for both Old Library access articles

- Cherry Sheet Overview:
    - Receipts up $39k, but charges up $136k
    - This adds ~ $100k to current omnibus budget deficit
    - See figure at end of minutes

Liaison Reports:

- CPIC:
    - School locks cost will likely change
    - Old Library articles will be added to Capital
    - Devens Fund paying for half of MS bathrooms
    - School locks, DPW truck and science room will be lumped into a 5 year BAN
    - See figure

- Schools
    - New contract for Superintendant has been agreed upon

FY2018 Budget Reviews:

- Land Use Administrator/BOH Clerical Position

    - What is the reporting structure for shared position?
        - Liz Allard will be primary supervisor
    - What is driving need for new/expanded position?
        - Liz routinely falls behind on minutes posting, notices to abutters, especially if she is out of the office
        - Liz spends 5-6 hours/week at meetings and would continue to take minutes
    - Why does Liz do meeting minutes?
        - It helps to have institutional knowledge and understanding of all of the boards activities
    - Is there overlap between Liz and the Town Planner duties?
        - No

Planner Contract:

    - Are you considering hiring a full-time planner concentrating on housing?

- No, at this time there isn't need for it
- The planner concentrates on enacting the Master Plan

- Does hiring a part-time planner as a town employee make sense?
  - Since the planner is a contract employee, $60k is the total cost with no additional benefits costs
- How has planner done securing grants this year?
  - DLTA grant received for Hildreth House housing
- How are hours kept track of?
  Hours are submitted and reviewed each week

Conservation Committee:

- What is the $200k for?
  - maintenance of non-CPC acquired land
- What funded land acquisition in the past?
  - Town Meeting articles
- Why hasn't ConCom received any money for the last 2 years?
  - Town Meeting hasn't allocated any
- Do we need more open space?
  - ConCom isn't seeking to add any more large tracts. Land prices have generally become too expensive. Future land acquisitions will attempt to fill in disconnected parcels.
- How does Harvard's protected space compare to surrounding communities?
  - Needs to be investigated, but Harvard protects a large amount of space currently
- Do you need money for maintenance?
  - $10k spent now, but depending on level of service and trail amenities desired, more could be spent.
- Is forestry viable in Harvard?
  - Not without massive investment
- Can companies or individuals sponsor parcels or trails to pay for maintenance and perhaps expansion of the trail system?

Board of Health:

- Shared Clerical Position:
  - Records are in total disarray
  - Revolving door of part-time clerks has caused numerous organizational problems
  - Additional hours are needed so that job is done properly and so that employee has incentive to have commitment to job
  - Has MOU been executed?
    - 2 of 4 boards have approved MOU
- Revenue:
  - Waste haulers are being more aggressively pursued for licensing fees
- Requested money for conference/talk on tick-borne diseases

Other Business - None

Next Meeting: Saturday, January 27th at 9AM in the Town Hall Meeting Room.

The meeting was adjourned at 9:32PM.

Respectfully submitted,
Charles Oliver, Secretary

1/25/2017

FY2018 Small Warrant Articles (draft)

Old Library Access technical	$	20,000	Capital maybe paying for this.
Old Library Access (Rear Entrance)	$	55,000	Capital maybe paying for this.
Park and Rec Director	$	45,000	This may be going away.
Planner	$	60,000	
Hildreth House Housing Technical	$	-	$ 30,000 Paid out of the Rantoul Trusts ($20K and $10K)
Police Dept. Speed Limit Signs	$	20,000	
Personnel Study	$	25,000	
Traffic Engineering Professional	$	15,000	
Fire Hose	$	11,000	
Police Audit	$	15,000	
DPW Tree Removal	$	20,000	
Seasonal Mowing	$	15,000	
Boat Article(s) (one motor and one sail)	$	14,900	
Conservation Commission	$	200,000	
Fire/Ambualnce Employee	$	51,300	
COA - Moveable Carts	$	5,000	
DPW recurring capital to fund Capital	$	40,000	
TOTAL	**$**	**612,200**	

Massachusetts Department of Revenue
Division of Local Services
Municipal Databank/Local Aid Section
Cherry Sheet Budgets

1. Where present, uncheck NULL boxes and enter values (no commas) to set min and max data ranges.
2. Report will always include all data, but will display only communities within set ranges.
3. Click "View Report" and scroll down to check report status.
4. To view or sort data, export to Excel.

Close

Municipality (type municipality name): Harvard Fiscal Year (must be greater than 2010) 2018

1 of 2 Find | Next

FY2018 Local Aid Estimates
Harvard

	FY2017 Cherry Sheet Estimate	FY2018 Governor's Budget Proposal	FY2018 HWM Budget Proposal	FY2018 SWM Budget Proposal	FY2018 Conference Committee
Education:					
Chapter 70	1,896,961	1,916,561			
School Transportation	0	0			
Charter Tuition Reimbursement	16,074	21,461			
Smart Growth School Reimbursement	0	0			
Offset Receipts:					
School Choice Receiving Tuition	347,914	312,653			
Sub-total, All Education Items:	**2,260,949**	**2,250,675**			
General Government:					
Unrestricted Gen Gov't Aid	1,423,910	1,479,443			
Local Sh of Racing Taxes	0	0			
Regional Public Libraries	0	0			
Urban Revitalization	0	0			
Veterans Benefits	13,557	8,990			
State Owned Land	3,394	3,394			
Exemp: VBS and Elderly	7,644	7,469			
Offset Receipts:					
Public Libraries	7,688	8,034			
Sub-Total, All General Government	**1,456,193**	**1,507,330**			
Total Estimated Receipts	**3,717,142**	**3,758,005**			

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2 of 2 Find | Next

FY2018 Local Aid Assessments
Harvard

	FY2017 Cherry Sheet Estimate	FY2018 Governor's Budget Proposal	FY2018 HWM Budget Proposal	FY2018 SWM Budget Proposal	FY2018 Conference Committee
County Assessments:					
County Tax	0	0			
Suffolk County Retirement	0	0			
Essex County Reg Comm Center	0	0			
Sub-Total, County Assessments:	**0**	**0**			
State Assessments and Charges:					
Retired Employees Health Insurance	0	0			
Retired Teachers Health Insurance	467,990	591,277			
Mosquito Control Projects	0	0			
Air Pollution Districts	2,329	2,217			
Metropolitan Area Planning Council	0	0			
Old Colony Planning Council	0	0			
RMV Non-Renewal Surcharge	900	2,040			
Sub-Total, State Assessments:	**471,219**	**595,534**			
Transportation Authorities:					
MBTA	31,667	28,061			
Boston Metro. Transit District	0	0			
Regional Transit	11,663	15,223			
Sub-Total, Transp Authorities:	**43,330**	**43,284**			
Annual Charges Against Receipts:					
Multi-Year Repayment Program	0	0			
Special Education	0	0			
STRAP Repayments	0	0			
Sub-Total, Annual Charges:	**0**	**0**			
Tution Assessments:					
School Choice Sending Tuition	15,000	10,000			
Charter School Sending Tuition	267,285	283,949			
Sub-Total, Tution Assessments:	**282,285**	**293,949**			
Total Estimated Charges:	**796,834**	**932,767**			

FY17 Capital Projects

rating	project	$	CSF	debt	Other	
91	Ambulance	288,500			288,500	
89	Old Library - back access	55,000	55,000			
87	Replace school locks	96,500		96,500		
84	Amb. Stretcher	28,000			28,000	
84	MS ramp design	30,000	30,000			
(?) 81	Old Library - front access study	20,000	20,000			
80	Fire Alarm system	40,600	40,600			
78	DPW truck	182,000		182,000		
76	renovate MS bathrooms	40,000	20,000		20,000	
75	Fire Ponds	50,000	50,000			
76 ~~64~~	Upgrade science rooms	175,000		175,000		
48	COA van	65,000	0	0	0	
		1,070,600	215,600	453,500	336,500	1,005,600