



Town of Harvard
Finance Committee
Minutes for July 11, 2018

Location: Upper Town Hall - 13 Ayer Rd

Present: Don Ludwig (chair), John Seeley, Mark Buell, Richard Fellows, Jennifer Finch, Bruce Nickerson, Charles Oliver, Siko Sikochi

Absent: Leo Blair

Others: Tim Bragan - Town Administrator, David Nalchajian - Town Finance Director

Don Ludwig (chair) called the meeting to order at 7:01pm

Minutes:

Minutes of Oct 17, 2017 approved.

Minutes of Jun 6, 2018 approved as amended.

Don welcomed Anywhere "Siko" Sikochi as the committee's newest associate. Jennifer Finch was welcomed as a new voting member.

Public Commentary: None

Town Administrator's report: Tim Bragan updated the committee on The Commonwealth's budget status; MA still has no budget, the only state without one. July 21 is the due date to Governor Baker. Estimated differences between House and Senate budgets is about \$500M due to various issues, mostly policy such as Sales Tax Holiday, FMLA, Minimum Wage, etc.

Harvard applied for the Complete Streets Grants - but was not accepted.

A position has been created by the Town Charter for the Director of Community and Economic Development which will be Facilities combined with Building Commissioner.

On July 23, at 7:30pm the Pond Committee will be discussing a proposition by private citizens to install artificial turf on the existing field on Pond Rd. This will not be funded by the Town and any maintenance costs/turf/lighting/netting to be covered by endowment. Estimated cost is about \$3.1M.

Tim noted that the Select Board has full control of Town land.

Regarding the roof of the Hapgood building (the Old Library) - the original installer (c. 1887) - gave a quote of \$339,000. This is the original roof, however the felt underneath is disintegrated and the upper seams are gone. Other materials do not last as long as slate. CPC and CPIC will be asked for funding.

The previously approved accessibility improvements (from the OLAC) - will start in Sept/Oct and it's going out to bid now.

Discussed at Select Board last night (7/10/2018) -

- A draft of their strategic plan.
- Working on a host agreement for recreational marijuana dispensary.
- A permanent Building Committee was approved (Hildreth House Phase 2 would fall under this, but no MSBA buildings)
- Discussion on transfer station stickers - at previous meeting the SB made a recycling sticker fee of \$50 (no longer free - sending out recycling is at a cost to the town)
- National Grid aggregation for the Town was approved, good for the next 3 years, rate changes in Spring 2019. National Grid aggregation for residents is still in discussion - there is a DPU hearing in November. Aggregation will be OPT OUT only by the resident.

Tim noted that this was the first year in the previous 40 that Steve Colwell was not a member of the Finance Committee. The committee decided to meet early at their next meeting to recognise Steve.

Bruce Nickerson inquired about the speed signs approved at ATM 2017, and why they were still not out. DPW has 2 permanent and 2 portable.

Finance Director's report: David Nalchajian had several reserve fund transfer requests, and informed the committee that the \$5.5M MSBA funding was delayed temporarily, but is resolved. FY18 is wrapping up.

1. \$780. Finance Department. Balance of legal counsel expense of \$3164. Motion/second to approve made by Bruce/Jennifer, approved unanimously. David Noted that the State allows ~5% of budget to be in collections - ours is ~\$2M.
2. \$4,805. Charter Commission - Postage, publication, ad space. Motion/second to approve made by John/Dick, approved unanimously. It was noted that the Bylaws Committee has no budget.
3. \$2,144. Fire dept. - Unexpected repair in Aug 2017. Balance of an approximately \$12,000 repair to one of the trucks. Motion/second to approve made by Bruce/Dick, approved unanimously.
4. \$5,492. Building Inspector Motion/second to approve made by Bruce/John, approved unanimously.
5. \$2,142. Plumbing Inspector Motion/second to approve made by Jennifer/Bruce, approved unanimously. David noted that Elec and Gas inspector costs are still in budget.
6. \$994. DPW - increase in costs of supplies for road maintenance. Motion/second to approve made by Charles/Bruce, approved unanimously.
7. \$9,548. DPW. Unforeseen pump repair (noted in 2/14/18 minutes) - This resulted in a rate increase to those that use that well, however the town is 60% of that. Motion/second to approve made by John/Jennifer, approved unanimously.
8. \$327. DPW. Street light budget overage. Motion/second to approve made by John/Peter, approved unanimously.
9. \$14,210. Veterans Benefits. M.G.L. ch. 115. Reimbursed 75% by the State. Motion/second to approve made by Dick/Mark, approved unanimously.

FY18 Reserve Fund balance after transfers: \$87,015. To go back to Free Cash.

Liaison Reports: None

Other business: Charles asked for an update on the Park & Rec Dept. Tim stated that Bob O'Shea - the Harbormaster, has joined the Committee and is starting to work with David, Julie, Unibank, and the Town Treasurer to move off of HAA's website. The Pond website is already moved over to Unibank and to the Town's website. This will allow funds to be directly deposited into the Town's bank account - and allow record visibility. HAA's system would not give individual billing information to David. In addition, cash collections had no visibility or record keeping. The Pond no longer accepts cash. July 17th and 18th - P&R will have a financial audit done. P&R has little idea of where they were before - income sources such as boat launch, rowing contract, beach stickers, boat racks, etc.

Jennifer requested that liaison reassignments be added to the next meetings agenda.

Motion to adjourn approved unanimously. Meeting adjourned at 8:23pm

Upcoming meetings:

Wed Sep 5, 2018 - 7pm jointly with the Select Board.

Respectfully submitted,
Jennifer Finch