

Municipal Vulnerability Preparedness Steering Committee
Meeting Minutes
November 7, 2018

Eric Broadbent opened the meeting at 10:03 am in the Volunteer Government Room in Town Hall, 13 Ayer Road, Harvard

Members Present: Eric Broadbent (Harvard Energy Advisory Committee), Kerri Green (Agricultural Advisory Committee), and Sharon McCarthy (Board of Health)

Staff Present: Christopher Ryan (Director of Community and Economic Development)

Others Present: None

Minutes

No minutes for this meeting to approve.

Stakeholders

The Committee discussed the stakeholder spreadsheet originally prepared by Harriman and revised by Liz and Chris and saved in the Dropbox folder. The spreadsheet was also distributed to the list of initial Town stakeholders for their review and comment. Bruce Leicher from the Pond Committee was a suggestion.

For agricultural stakeholders, it was noted that Frank Carlson will not be available to participate and we should contact them about an alternative.

Related to outreach to stakeholders, suggestions included sending a letter to the stakeholders that would include:

- A reference to the survey in the letter
- Being prepared for upcoming meetings
- Note what other communities have identified as vulnerabilities (Eric Broadbent mentioned Concord).

Also discussed was the editing of the MVP website to provide additional information for citizens and stakeholders.

Next, the Committee discussed how to identify and reach out to agricultural stakeholders. Kerri Green suggested that a letter be prepared, directed at agricultural interests including Chapter 61A and 61B properties plus other people not in chapter lands but having some agricultural activity on their property. This letter would have two purposes, first to see if they would agree to be a stakeholder and second, to ask them to fill out the survey.

Next, the Committee discussed the possibility of a townwide mailing, via post card, regarding the agricultural survey. The question of an available budget was raised for the mailings as funds would be required for postage, cards, and printing. Chris noted that he would follow up on what funds are available in both Ag Committee and MVP Committee budgets. Chris also agreed to pull the list from the Assessors for chapter lands and place this in Dropbox.

Agricultural Survey

The Committee discussed finalizing the survey and getting it out to the public soon. Kerri went through the latest draft with the comments by the Ag Committee. Kerri agreed to send out the marked up draft and Chris would add notes from the meeting.

After the final draft of the survey, perhaps the survey could be tested by members of the Committee and Town stakeholders.

Adjournment

At 11:10 am, the meeting was adjourned by unanimous consent after a motion by Sharon McCarthy and second by Kerri Green.