



## Community Resilience Working Group Meeting Minutes January 30, 2020

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The meeting convened at 7:05 pm in the Main Meeting Room, Town Hall, 13 Ayer Road, Harvard, MA

**Members Present:** Peter Kelly-Joseph (Harvard Energy Advisory Committee), Christiane Turnheim (Agricultural Advisory Committee), Lucy Wallace (Select Board), Sharon McCarthy (Board of Health); Staci Donahue (Planning Board), Janet Waldron, (Conservation Commission), Ellen Leicher (Citizen Member), Ron Ostberg (Citizen Member), and Elizabeth Toll (Citizen member and Bromfield Green Team)

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

**Others Present:** None

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The inaugural meeting began with a welcome and introductions of all members present.

### **Old Business**

There was no old business on the agenda.

### **New Business**

#### *Discussion of Roles and Officers*

With some minor discussion, it was generally agreed to postpone discussion of Roles and Officers to the end of the meeting agenda in order for members to become more familiar with the Working Group Charge and other matters.

#### *Discussion of Working Group Charge*

Staff liaison Christopher Ryan went through the charge of the Working Group (a subcommittee of the Planning Board), particularly noting that it is picking up where the MVP Working Subcommittee left off after it was dissolved upon submittal of the priority plans to the State. Subsequent to this submittal, the Town of Harvard became a designated MVP community, now eligible for MVP action grants from the State.

The role of the Working Group will initially be to help administer MVP action grant work including assisting with the development of a Request for Proposals (RFP), interview and select contractor(s), and interact with consultant(s) as well as perform data collection and other tasks related to grant activities as needed. Beyond grants-related work, the CRWG will be the community group tasked with helping Harvard develop policies and seek actions related to climate change adaptation and mitigation. Further, the Group will also serve as the liaison to

Harvard Town Government and the community-at-large related to sustainability and environmental performance.

There was some minor discussion related to these roles and clarification and detail related to the specifics of the charge.

#### *Discussion of MVP Action Grant*

While the Working Group was being formed, an MVP action grant for a Climate Action Plan was submitted to the State for approximately \$162,000 in November. In January, Harvard was notified that it was awarded an action grant for the Climate Action Plan of a lesser amount of \$70,000. Additionally, Harvard was required to submit a revised scope of services to the State for approval at this reduced amount of funding and understand that while the original grant was to be allotted 15 months for project completion, the reduced grant was required to be completed by June 30, 2020.

Some discussion ensued related to the reduced amount and scope and what should we ask for in an RFP related to the reduced scope. Further discussion related to the unusually short time frame and what could reasonably be done within the time frame. Mr. Ryan suggested that there was no way to even approach the development of a complete Climate Action Plan in just over three months and that perhaps a plan framework, data collection, outreach and branding, and maybe one small part of the plan could be completed, but only if we were granted an extension by the state, which the State suggested was possible.

Mr. Ryan also noted that there was another MVP action grant round in April, and while the State didn't guarantee that Harvard would be funded for the remainder of the plan at that time, they did say that it was quite possible. He suggested that Harvard develop a reasonable part of a plan with this grant and then seek the additional funding to complete it in April.

Mr. Ryan also said that the scope did commit staff and the Work Group to conduct some supplementary work for the project including collecting data and researching some best practices.

#### **Other Business**

##### *Discussion of Roles and Officers*

Peter Kelly-Joseph was nominated to serve as the Chair of the Work Group. This motion carried 7-0. There was general consensus that no additional officers were needed at this time.

#### **Next Meeting**

The next meeting was scheduled for Monday, February 19, 2020 at 7:00 pm. Please note that due to Open Meeting Law requirements, the meeting date had to be postponed until Wednesday, February 19, 2020 at 7:00 pm.

#### **Adjournment**

At 8:00 PM, the meeting was adjourned by unanimous consent.