



## Community Resilience Working Group Meeting Minutes February 27, 2020

---

The meeting convened at 7:00 pm in the Volunteer Meeting Room, Town Hall, 13 Ayer Road, Harvard, MA

**Members Present:** Peter Kelly-Joseph (HEAC and Chair); Christiane Turnheim (Agricultural Advisory Committee), Lucy Wallace (Select Board), Staci Donahue (Planning Board), Janet Waldron, (Conservation Commission), Ellen Leicher (Citizen Member), and Ron Ostberg (Citizen Member)

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

**Others Present:** None

---

### Convene

The meeting convened at 7:00 pm.

### Minutes

The minutes of the February 19, 2020 regular meeting were approved.

### Old Business

Discussion of MVP Action Grant and RFP Status

The issue of the development of a project and committee website was discussed. It was generally agreed that a robust website is needed for public information such as minutes, agendas, prior MVP reports, the project schedule, news and announcements, and other information like reports, best practices, and data.

Also discussed was how we should conduct outreach, particularly beyond what the consultant ultimately does, and ideas included Google (G-Mail), Constant Contact, Mail Chimp, or similar platforms. Once the stakeholders are identified, including the agricultural stakeholders, we can discuss what kind of communication we should develop to get people aware and interested.

The release of the RFP was discussed and the deadline for responses of March 5<sup>th</sup> at noon was noted. Additionally, the Working Group discussed the timeline and how the proposal(s) would be reviewed and scored. Chris Ryan noted that he would send them out and also create a scoresheet.

It was also agreed that interviews with candidate consultants would be posted as public meetings regardless of whether a quorum was met or not.

Other discussion regarding the project included how the Working Group should be working on reaching out to potential stakeholders, conducting climate change impact interviews with department heads, diagramming prior accomplishments related to sustainability and climate change, and mining prior master plans including Eliot's 1970 plan.

**New Business**

*None*

**Other Business**

**Next Meeting**

The next meeting was scheduled for Monday, March 9, 2020 at 7:00 pm.

**Adjournment**

At 9:05 PM, the meeting was adjourned by unanimous consent.