

**HARVARD PLANNING BOARD
MEETING MINUTES
MARCH 1, 2021
APPROVED: JUNE 7, 2021**

Chair Justin Brown called the meeting to order at 7:05pm virtually in accordance with the Governor's Executive Order Suspending Certain Provisions of the Open Meeting Law, under M.G.L. Chapter 40A and Code of the Town of Harvard Chapter 125

Members Present: Justin Brown, Fran Nickerson, Stacia Donahue, Jane Biering, Gwen Leonard and Becca Kelley (Associate Member)

Others Present: Christopher Ryan (Director of Community and Economic Development), Matthew Flokos (Harvard Press) and Beth Williams (Council on Aging)

Discuss Amending Chapter 133 Article VII Scenic Road Consent

Leonard will start on Chapter 133 revisions by making clarifications, including standards. Revisions to Chapter 133 requires approval from the Planning Board (PB) through a public hearing process. The revisions to Chapter 90 would need Town Meeting approval. Chapter 90 Scenic Roads includes enforcement and fines; Chapter 133 Planning Board procedural Regulations deals more with process. Biering asked when PB would see the proposed language. Leonard noted that it is in the works for March. Donahue suggested Leonard attend the monthly Land Use Board meeting to discuss the proposed changes in order to gain support from other boards. The Board was in agreement that Leonard would move forward and share her proposed revisions as soon as they are available.

Request to Endorse Intent to Apply for One Stop for Growth Grant

Ryan noted that he has tried to pursue funding for Ayer Road corridor in several forms, which has not been successful. The One Stop for Growth grant would take into account funding of larger projects similar to what Ryan proposed for the Ayer Road corridor. This grant opened about three weeks ago; Ryan would like to submit a 'intent to apply'. Ryan shared the first draft of economic development strategy and action plan framework.

Leonard noted that people might not buy into an economic development commission without a plan. Ryan noted that the commission would be used to create the plan. There was an economic development committee 10 plus years ago that disbanded due to being highly unpopular with the Town. Leonard supports getting out in front of development and having the program. Biering asked if the document shared would be the application. Ryan stated that this document would be paired with other documents to show Harvard's cohesive vision. Brown asked if after our 'intent to apply' would that roll into an actual application. Ryan stated that the State has to respond to our 'intent to apply' before actually applying.

Nickerson asked at what point the public would be included in this discussion; concerned that people will not be properly informed before any vote. Ryan stated the Ayer Road planning framework has been out there for two years. Ryan added there will be lots of outreach once the first step gets approved.

Leonard made a motion approving the submittal of an 'intent to apply' for the One Stop for Growth grant as discussed above. Nickerson seconded. The vote was unanimously in favor of the motion by roll call, Brown, aye; Donahue, aye; Nickerson, aye; Biering, aye; and Leonard; aye.

Chapter 125-57 Senior Residential Development Bylaw

Ryan noted that with logistics and timing the first hearing might not be until the beginning of April. It is a much tighter schedule than would be ideal. The key dates were reviewed: Town Meeting May 15th and Warrant Articles due April 15th. With hearing opening on April 5th, the legal notice will have to be in the Press by March 19th. The Planning Board will need to have the language of

the bylaw before the next meeting on March 11th and be ready for discussion at the March 15th meeting.

Biering noted the language is about there with the sticking points being formulas for setting size restrictions to accessory units and allowing two units per household. On the general design requirement, the universal accessibility requirement needed to qualify as Senior Housing.

Biering reviewed outreach documents. The survey data will be posted and be accessible on the Planning Board webpage. Biering will be working toward a letter to the Harvard Press, hopefully for next week. Brown noted that Select Board are aware of the proposed bylaws bylaw; once language is available the bylaws will be formally presented to the Select Board.

Brown reviewed the homework for the Board for the March 11th meeting, which includes reviewing outreach materials. Ryan requested comments from the Board by Monday, March 8th. Biering is aiming to do at least two articles for the Harvard Press on Senior Housing, with possibly Nickerson assisting on at least one to fill in the background information.

Board Member Reports

- **Representatives & Liaisons Update**

Donahue provide an update on the ***Climate Resiliency Working Group (CRWG)***, noting that it's a time intensive group and will be coming to Planning Board soon with a report. The CRWG is working toward better organization and moving forward. Donahue noted that CRWG is taking a lot of Ryan's time that really should be spent on Planning Board and Economic Development issues. Ryan noted he has submitted seven sets of meeting notes and has an additional eight or nine still backlogged.

- **Community Matters**

The letter received from Jeanie Avola in regards to health concerns surrounding ***wireless communication towers*** was discussed. Donahue noted that Avola should know we are volunteers and do not have bandwidth to chase this. Kelley noted that there should be a subcommittee to deal with these applications because they are so time intensive. Ryan noted it would be the Select Board's call to have an ad hoc group to review these types of applications, especially as 5G rolls out it might become more prevalent. Kelley noted that if these continue to come up that it will eat into our time to do the real work of the Planning Board. Brown noted that maybe the Planning Board should respond to the letter from Avola as a Board. Brown noted that some of the links in the letter were not the most evidence-based conclusions. Upon further research Brown was not able to find verifiable information to back up the summarized claims on these links. Biering noted that responding to say 'we hear you', but politely say it's not something that the volunteer Planning Board is able to tackle, but would support you.

Director's Update

Ryan has submitted an article to the Harvard Press detailing the pressures from Ayer Road properties. Brown reviewed the Harvard Press requirements for submissions.

Approve Minutes

Bering made a motion to approve the minutes of October 5, 2020 as amended. Nickerson seconded the vote. The vote was unanimously in favor of the motion by roll call, Brown, aye; Donahue, aye; Nickerson, aye; Biering, aye; and Leonard; aye.

Approve Invoice

Donahue made a motion to approve the invoice from Mark Piermarini, in the amount of \$187.50, for the inspection of the driveway at 168 Bolton Road. Nickerson seconded the vote. The vote was unanimously in favor of the motion by roll call, Brown, aye; Donahue, aye; Nickerson, aye; Biering, aye; and Leonard; aye.

Adjournment

Donahue made a motion to adjourn the meeting at 9:35 pm. Nickerson seconded the motion. The vote was unanimously in favor of the motion by roll call, Donahue, aye; Nickerson, aye; Biering, aye; and Leonard, aye.

Signed: _____ Liz Allard, Clerk

EXHIBITS & OTHER DOCUMENTS

- Planning Board Agenda March 1, 2020
- Ayer Road Corridor Vision Plan Framework MARCH 2021 – Version 8.0
- Town of Harvard ECONOMIC DEVELOPMENT STRATEGY AND ACTION PLAN FRAMEWORK, December 2020
- HARVARD PLANNING BOARD MEETING MINUTES, October 5, 2020, prepared by Liz Allard
- Mark Piermarini, Invoice No. H-21001-01, February 8, 2021