Select Board
Minutes
Tuesday, January 22, 2019 at 7:00pm
Town Hall Meeting Room, Harvard, MA

The meeting was called to order at 7:00pm by Chair Lucy Wallace in the Town Hall Meeting Room. Select Board members Alice von Loesecke, Rich Maiore, Kara Minar and Stu Sklar were in attendance as well as Town Administrator Tim Bragan and Executive Assistant Julie Doucet.

Broadband Committee update
Chair Noyan Kinayman shared a proposal from Matrix Design Group for a municipal fiber-optic broadband network. He described the proposal as a private public partnership. In the proposal, the town would be divided into betterment districts. The town would be responsible to provide the right of way for the fiber optic which is essentially financing make-ready fees for aerial deployment or conduit access for underground deployment. The cost of funding the right of way will be taxed to the betterment districts. Matrix Design Group would install the fiber optic infrastructure, operate it for a number of years (specified in the agreement) and at the end of the term the town would have the option to purchase the infrastructure. Kinayman said agreement details can be negotiated. He fielded some questions from the board members. It was decided Kinayman will work with Procurement Officer Marie Sobalvarro on a Request for Proposals (RFP). Von Loesecke recommended a survey of the districts be completed in parallel with the RPP in an effort to ascertain level of interested and refine costs for participants.

Planning Board appointment
Chair Erin McBee came to recommend Kristin Kelley-Munoz. On a Sklar/Minar motion, the board voted unanimously to appoint Kristin Kelley-Munoz to the Planning Board as associate member.

Bare Hill Pond Watershed Management Committee budget review
Member Peter von Loesecke was present to answer a few questions. He noted expenses do vary from year to year however the meter was broken at the pump station which incurred higher expenses this past year. In addition, he would not be surprised if repairs costs increase since the pump has been going more often due to all the rainfall. Finance Committee member Mark Buell requested a more detailed spreadsheet of their expenses. They briefly discussed the harvester not being as useful as it once was with the water chestnuts being under control.

Permanent Building Committee update
Committee member Rick Maiore said the committee is focusing on two projects; phase two of the Hildreth Houses and the assessment of the Fire Station. They have issued Requests for Qualifications (RFQ) for both projects with responses expected in February. The committee has also adopted policies and procedures. Maiore said the committee is ready to assist with the old library roof project if needed.

Minutes
On a von Loesecke/Maiore motion, the board voted unanimously to approve minutes of 12/18, as presented and 1/8, as amended. Sklar abstained from voting on the 1/8 set because he did not attend that meeting.

Town Administrators report
Bragan announced Town Reports submissions are due to Julie by (this) Friday, January 25, 2019.

Bragan updated the board on budget submissions and provided a status document showing where everything stands right now. Budget review with the school department will happen on Saturday, Jan. 26th and remaining

budgets on Tuesday, Jan. 29th and Tuesday, Feb. 5th. Bragan offered to make recommendations to the Select Board for your consideration in order to balance the budget.

Bragan distributed the COA expense budget that was missing from your packets.

Bragan announced the Harvard League of Women Voters is organizing a Civics Cup (see attached) for Bromfield students on March 3, 2019 in upper town hall from 1 to 3 pm. The Select Board members are invited to participate.

Bragan announced a Town Volunteers Fair will be held on Saturday, February 2, 2019 in the Library's Volunteers Hall from 1 to 3 PM.

Bragan distributed a current list of Board and Committee vacancies.

Bragan reported the Legislation establishing a cap on property taxes for means tested seniors was signed by the Governor on January 9, 2019 and unless he hears differently from Town Counsel it will take effect 30 days after a positive vote at either a special or annual election.

Bragan reported the Legislation authorizing the Town of Harvard to appoint a single assessor was signed by the Governor on January 7, 2019 and at a future meeting the Select Board will have to vote on making a change to the current system.

Bragan explained the new Short-Term Rental Law (Chapter 337 of the Acts of 2018) gives towns the ability to regulate and tax short-term (31 days or less) if they already levy a Room Occupancy Tax (which Harvard does not). He asked the members to review and discuss if they will pursue taking action on this and adopting it at the ATM in May. He noted now may also be the time to take another look at the Room Occupancy Tax and possibly institute both in May.

Bragan reported COA Director Debbie Thompson is working with Community & Economic Development Director Christopher Ryan on an application to AARP to be considered an AARP Age-Friendly Community.

Bragan announced Town Hall is now a drop-off facility for Loaves and Fishes. There is a real need for donations right now and I hope people will take advantage of the easy drop-off location here at Town Hall.

He distributed a list of Small Warrant Articles received.

Bare Hill Pond Watershed Management Committee appointment
On a Minar/Maiore motion, the board voted unanimously to appoint Pablo Carbonell to the Bare Hill Pond Watershed Management Committee with a term expiring on 6/30/2022.

Old Library payment request
On a Sklar/von Loesecke motion, the board voted unanimously to approve payment of $70,252.50 to Rinaldi Inc. once a construction schedule is approved.

Resignation
On a Minar/Sklar motion, the board voted to accept resignation of Lucy Clerkin from the Cultural Council and send letter of thanks.

Special Event request
On a Minar/von Loesecke motion, the board voted unanimously to approve the Harvard Lions 5k Winterfest on March 2, 2019 from 1 to 2 pm.

Select Board strategic plan
The board members took a few minutes to review progress on the goals set for the year.

Select Board Reports
Sklar reported the Transfer Station Committee will order bags in February. A public forum will be held on February 28th.

Minar attended the recent CPC meeting when they were reviewing applications. She reported the CPC deferred voting on the proposal to repair the field in front of Bromfield. Minar will be attending the next Energy Advisory Committee meeting.

Von Loesecke reported the School Building Committee is bidding costs for structural and foundation soon. She explained they are able to split out areas of the project to secure the best pricing. They are continuing to refine the landscaping.

Maiore reported the Planning Board is working on two articles for the Annual Town Meeting with respect to erosion control and groundwater protection. He has also met with the Agricultural Advisory Commission.

Wallace announced a Towns Volunteer Fair will be held February. She asked if the board was inclined to send a letter to the Town of Bolton about the proposed 40B on the town line. It was decided the letters sent from the Planning Board, Conservation Commission and Conservation Trust were sufficient at this time.

Wallace reported the Harvard-Devens Jurisdiction Committee is meeting with Ayer and Shirley boards of selectmen. They continue to have participation from MassDevelopment at their meetings.

The meeting was adjourned at 8:45pm.

Documents referenced:
Broadband Committee report – dated 1.22.2019
Planning Board appointment – Kelley-Munoz vol form dated 12.7.2018
Bare Hill Pond budget review – FY20 budget submission
Old Library Pay request – dated 1.16.2019
Clerkin resignation letter – dated 1.3.2019
Harvard Lions Special Event application – 1.2.2019