Select Board
Minutes
Tuesday, March 5, 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 Kara Minar, Alice von Loesecke and Stu Sklar were in attendance as well as Town Administrator Tim Bragan, Assistant Town Administrator Marie Sobalvarro and Executive Assistant Julie Doucet. Rich Maiore was absent but did participate by phone during the School Committee interviews. However, as the call was lost he did not vote.

Appointment of Assessor
Wallace invited regional assessor David Manzello to introduce himself. Wallace explained with the recent change to the Board of Assessor only one Assessor is required. Manzello is a certified assessor employed with Regional Resource Group the company the town currently contracts with for assessing services. He is willing to serve in this capacity for the town. On a Sklar/Minar motion, the board voted unanimously to appoint Dave Manzello as the Town Assessor.

School Committee interviews
Two candidates' submitted volunteer forms to fill the open seat on the School Committee left by the resignation of Mary Traphagen. This positon will be filled through the 2019 election.

Alice von Loesecke entered the meeting at 7:10pm.

Sharleen Cronin moved to town with her family a couple of years ago. Cronin has an extensive background as a project leader and manager. She was employed at Goldman Sachs for 16 years and is currently employed with EdVestors as their Director of Strategic Projects. Cronin is interested in focusing on education in the long term enabling her to give back to what has been important in her life and career. She has been attending School Committee meetings and is excited to share her passion for education in this role.

Suzanne Allen is also raising her family in Harvard and has a career as a Nurse Practitioner. She has also worked as a Program Coordinator for Andover Youth Services. In Andover, Allen worded closely with school administration and families to assist in helping children thrive in education and encourage wellness. She is prepared to step in and learn what is necessary to help Harvard promote a culture of academic excellence and overall wellness.

The Select Board and School Committee members expressed their pleasure having two highly qualified candidates willing to serve on the School Committee. They encouraged both candidates to run for the open seats at the upcoming town election. Each candidate answered a few questions.

Wallace asked those present to provide their choice for the open seat:
John Ruark – Cronin, SusanMary Redinger – Allen, Shannon Molloy – Cronin, John Green – Allen, Stu Sklar – Cronin, Kara Minar – Allen, Alice von Loesecke – Cronin, Wallace – Cronin.

By a roll call vote, the boards voted unanimously to appoint Sharlene Cronin to the School Committee,
Sklar – Aye, von Loesecke – Aye, Minar – Aye, Wallace – Aye, Ruark – Aye, Molloy – Aye, Redinger – Aye, Green - Aye

Update on School Building project
School Committee Chair and member of the School Building Committee (SBC) SusanMary Redinger and School Superintendent Linda Dwight distributed a handout with the project schedule and the pending 90% MSBA submission. In light of the MSBA comments on the 60% submission, NV5 has added time to the schedule and Arrowstreet has added two full time staff members to ensure the quality and accuracy of the drawings for the 90% submission. Redinger explained the SBC never approved any reduction in classroom sizes, rather reductions had been made to the hallways to accommodate a smaller footprint. The MSBA noticed minimal changes made to accommodate steel beams, mechanical systems etc. which resulted in the room size changes. The room sizes have since been adjusted. A public information meeting will be held on March 26th.

Public communication
Beth Williams, Granite View Lane and Co-Chair of the Council on Aging, thanked the Finance Committee for including their $25,000 request for van operation expenses. She asked the Select Board to support this allowing the voters to decide at the Annual Town Meeting if they value transportation for the growing senior population.

Budget update
Finance Committee Chair Don Ludwig came to present the Finance Committee's recommendations regarding the FY20 Town budget. He outlined budget reductions (town audit, benefits, Monty Tech, Hist. Com) and post submission increases (postage, debt issuance, Nashoba Boards of Health, Regional Dispatch) within various areas of the budget. Bragan noted the small warrant articles not being recommended include DPW seasonal mower, water mixing system for town wells, police computer server & network, public communication outreach by Harvard-Devens Jurisdiction Committee, fiber engineering & installation at DPW and ClearGov/open checkbook. He is still working with the Park & Recreation Commission on their request. These changes have resulted in a small budget surplus. Furthermore, additional information received regarding cost of benefits, Monty Tech assessment, regional dispatch and other omnibus budget items, there has resulted in an overall decrease in the Town budget. The Finance Committee will now focus primarily on the booklet for the Annual Town Meeting.

Town Administrator report
Bragan announced two entertainment license requests. One for the annual Apple Blossom Festival and the other will require a hearing at the next meeting for a Suicide Prevention fundraiser. He also announced some upcoming events at the Unitarian Universalist Church.

Bragan reported a citizen petition has been received regarding marijuana and this one makes changes to the definitions. He forwarded the petition to the Planning Board so they can hold the necessary meetings.

Bragan will be attending a workshop on short term residential rentals. He will include this topic on the next agenda.

Bragan attended a meeting with local officials to discuss problems on Route 2, particularly the entrance and exit to Rt 2 at Rts 110/111. Additional meetings will be held and he will provide updates as necessary.

Bragan received an email from the Energy Advisory Committee about a sub-committee they are forming to better understand views on resident on energy use and to eventually propose a town energy policy and create an action plan.

Old Library pay request
On a Minar/Sklar motion, the board voted unanimously approve payment of $26,496.36 to Rinaldi Inc. for work on the old library.

Building Commissioner/Facilities Manager position
Bragan and the board continued their discussion on how best to proceed with creation of the facilities

manager/building commissioner position. Bragan had assumed these duties would simply be added to the current building inspector position utilizing the current employee; however, the board members believed we had agreed at the June strategic planning session to create a new, combined position of facilities manager/building commissioner. They also believed this would be considered a new position due to the increase in hours to full time and additional responsibilities. Discussion ensued on funding and timeframes necessary to make this all happen. Bragan noted it was the town charter that began this process by calling for a facilities manager and allowing it to be a combined position. Von Loesecke admitted the board may not have been as involved in the process as they should have been leading to the confusion. Ultimately this is an appointment of the Town Administrator, nonetheless Bragan was clear he is seeking input from the board. It was decided to include the new position for action at the Annual Town Meeting with an expectation to fill the position in July.

Town Charter
Wallace recommended removing specific dates within the charter instead using verbiage to outline expectations. This allows for more flexibility from year to year. They also discussed returning the budget process back to the Finance Committee to handle the initial vetting and review of department budgets and then turning them over to the Select Board. All were in agreement with the suggested changes.

Consolidation of financial warrant articles
Bragan provided a draft template of how it would look if all Capital Planning & Investment articles were grouped into one article. The board members were a bit reluctant concerned this could cause confusion but after further discussion it was decided to give this approach a try for the coming year.

Transfer Station stickers per household
On a Sklar/von Loesecke motion, the board voted up to two stickers per household for vehicles registered in town.

The meeting was adjourned at 9:50pm

Documents referenced:
School Committee interviews – Cronin vol form dated 2.112.2019
Allen vol form dated 2.10.2019

HES building project update – dated 3.5.2019
Finance Committee budget recommendations – dated 3.5.2019
Old Library pay request – dated 2.27.2019