



**Select Board  
Minutes**

**Tuesday, March 19, 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, Rich Maiore and Stu Sklar were in attendance as well as Town Administrator Tim Bragan, Assistant Town Administrator Marie Sobalvarro and Executive Assistant Julie Doucet.

**Energy Advisory Committee update**

Committee Chair Brian Smith along with members David Fay and Paul Green provided an update which included their goals, charts and graphs outlining energy usage/cost/emissions, Green Community projects, Community Choice Aggregation, Municipal Vulnerability Preparedness Subcommittee (MVP) and Energy Policy Subcommittee. Energy reduction projects included lighting conversion to LED at The Bromfield School, library and the old library. Grant funds were also utilized to attain Building Operator Certification for the new Facility Manager in the school department.

The committee continues work on Community Choice Aggregation with the Department of Public Utilities (DPU). Smith said approval can take up to 6 months. Currently, they are responding to an information request from DPU.

The MVP subcommittee started in May of last year and have held agriculture workshops. Community & Economic Development Director Chris Ryan is working with consultants and the first year report is expected by June.

The Energy Policy Subcommittee will work to align Harvard with the Global Warming Solutions Act of the Commonwealth of Ma which established a goal of reducing greenhouse gas emissions. They expect this will be a significant effort that will take time.

The Select Board members thanked the committee members for all their efforts and good work. Smith acknowledged him along with his fellow members David Fay, Forrest Hodgkins and Eric Broadbent have volunteered on the committee since its inception ten years ago.

**Town Budget update w/ Finance Committee & Capital Planning & Investment Committee (CPIC)**

Finance Committee Chair Don Ludwig and CPIC co-chairs Jon Seeley and SusanMary Redinger were present. Bragan explained the Town Charter states upon completion of the Finance Committee's review of the budget they will meet with the Select Board and CPIC to discuss any changes it recommends to the budget as initially prepared by the Select Board. Bragan distributed CPIC plan summary, financial recap and projection worksheet. He confirmed all department heads have been informed of changes made to their budget submissions. They discussed making adjustments to the projection formulas moving forward and the consolidation of the CPIC articles. Ludwig announced the spotlight in the Finance Committee booklet this year will be about the SMART (Save Money & Reduce Trash) program. Bragan noted the Transfer Station Committee will meet with Town Hall staff on April 1<sup>st</sup> to discuss logistics and a public information session is scheduled for next week.

On a von Loesecke/Maiore motion, the board voted unanimously to accept the FY20 budget and capital expenditure plan as submitted by the Finance Committee and CPIC. The Select Board confirmed the Finance Committee is also in favor of amending the Town Charter to revert the budget process back to having them work the budget first and then submitting to the Select Board.

**Minutes**

On a Sklar/ Minar motion, the board voted unanimously to approve minutes from 3/5 & 2/26, as amended.

**Town Administrator report**

Bragan reported Colonial Power Group, Energy Advisory Committee and the Procurement Officer are working on responses to DPU regarding Community Choice Aggregation.

Bragan is attending the MMA Legislative Breakfast on Friday in Andover. This meeting will provide FY20 budget updates and legislative initiatives.

Bragan is meeting with Rep Jennifer Benson and the Superintendent and Police & Fire Chiefs to discuss state budget issues and priorities with her.

He announced the Planning Board is holding a hearing on April 1<sup>st</sup> on the Citizen Petition submitted to amend the Marijuana Establishment definition.

DPW is preparing road improvements on Littleton County Road with the Tree Warden. A joint hearing will be held later next month or early May regarding trees that possible have to come down.

Bragan reported the FY20 audit letter has been received. There were no significant findings. He offered a copy of the financials if members were interested.

**Apple Blossom Festival**

On a Minar/Maiore motion, the board approved the Apple Blossom Festival entertainment license.

**Harvard Bowling Lanes – Keno to Go**

On a Sklar/von Loesecke motion, the board voted unanimously no objection to Keno to Go at the Harvard Bowling Lanes.

**Short term residential rentals**

Bragan attended a meeting in Greenfield that was very informative on how towns can vote to adopt a room tax of up to 6%. He explained anyone who registers their property for short term rentals is required to also register with the state. The state will collect and maintain all the data. The town simply adopts the tax and then the state takes care of the rest similar to how the meals tax works. On a von Loesecke/Maiore motion, the board voted unanimously to approve the town of Harvard to vote on adopting the local option room tax. On a von Loesecke/Maiore motion, the board voted unanimously to accept the rate of 6% for local option room tax.

**5G Network**

Bragan explained the Federal Communications Commission (FCC) has taken a fast plan approach to wireless connectivity or 5G. Bragan met with Attorney Bill Solomon who is familiar with this initiative. He learned towns should have some regulations in place for protection. Bragan will determine costs to develop regulations and ask the Broadband Committee to do investigating as well.

**Hildreth House close out debt service**

On a Maiore/Minar motion, the board voted unanimously to move \$59,000 to offset the borrowing approved for the old library front entrance accessibility project.

**Annual Town Meeting Warrant**

Bragan distributed a draft of the warrant. Currently there are 31 articles and 4 ballot questions. The board members offered some edits. Bragan will finalize the draft next week and is expecting to complete the Finance Committee booklet that same week. On a Sklar/Maiore motion, the board voted unanimously to close the warrant with amendments.

## **Select Board repots**

Maiores announced the Planning Board hearing on the citizen petition for marijuana will be held on April 1<sup>st</sup>.

Von Loesecke reported the HES building project is bidding value engineering for steel super structures. Bids came in high but they were able to make adjustments to reduce the cost. There was an intense review prior to the 90% submission to the MSBA.

Von Loesecke investigated the possibly of historical building grant funds to assist in the old library roofing project; however the process was too costly to be beneficial.

Sklar announced a public information meeting on the SMART plan will be held on Thursday, March 28th at 7pm in the Town Hall Meeting room.

Wallace said the Housing @ Hildreth House Committee has received great help from the Community & Economic Director Chris Ryan. They are working on a Request for Interest to solicit ideas for developing the site.

Wallace reported at the CoA meeting today a rep from AARP came to recognize our recent designation. In addition, they are working on the Request for Qualifications on phase 2 of the Hildreth House. Architects' interviews are being held tomorrow.

Wallace reported our Minutemen Nashoba Rep Pam Frederick recommends the town department heads, particularly police, fire, ambulance, and DPW, be trained on how to recognize and respond properly to those suffering from dementia.

Wallace reported the old library project is scheduled to be completed by June.

Minar announced the Harvard Farmers Market will not be continuing. The board members thanked all the volunteers who have been involved over the years.

The meeting was adjourned at 9:30pm.

Documents referenced:

Energy Advisory Committee updated – dated 3.19.2019

Apple Blossom application – dated 2.20.2019