


**Select Board
Minutes
Tuesday, June 25, 2019 at 7:00pm
Town Hall Meeting Room, Harvard, MA**

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

Annual Appointments

A list of those committee/boards members up for reappointment this year was distributed to the board members. Executive Assistant Julie Doucet noted Donald Ritchie on the Conservation Commission and Eric Broadbent on the Energy Advisory Committee contacted her after the final list was completed to indicate they will indeed seek another term. Wallace recommended the board consider ways to broaden their recruiting efforts to help in filling any vacancies. Doucet will prepare an updated list of vacancies.

On a von Loesecke/Maiore motion, the board voted unanimously to approve appointments as listed.

Appointments

Cultural Council

Council members Anne Butterfield and Rich Marcello introduced Jared Wollaston, Maria Day and Erin Lynch for appointment to the Council. They have two members who are not continuing and one vacancy. Each volunteer was able to give their background and explained their interest in serving on the Council.

On a Wallace/Maiore motion, the board voted unanimously to appoint Jared Wollaston, Maria Day and Erin Lynch to the Cultural Council.

Agricultural Advisory Commission

Chair Kerri Green introduced Christiane Turnheim and Matthew Varrell for appointment. Green explained two members up for appointment are unable to continue therefore she is please to present Turnheim and Varrell. Varrell and Turnheim both have farms in town and are delighted to volunteer on the commission.

On a Sklar/Wallace motion, the board voted unanimously to appoint Christiane Turnheim and Matthew Varrell to the Agricultural Advisory Commission.

Follow up from Strategic Planning Session/FY20 Goals/splitting Annual Town Meeting (ATM)

Von Loesecke distributed a draft goal document for review and discussion. The board members volunteered for goals they will take the lead on for the coming year. Some items were merely agenda topics for upcoming meetings. Von Loesecke made the updates and will share the final document.

Bragan has presented the idea of splitting the ATM into two dates to the Finance Committee. The idea came about as a way to improve attendance at the ATM. Instead of having one very long meeting the town would hold one in the spring for financial articles and one in the fall for zoning articles. They also discussed starting the meeting in the afternoon instead of first thing in the morning. This could alleviate conflicts with sports and first communion which is typically held on the first Saturday in May. Minar expressed concern the meeting in the fall for zoning could have very low attendance. Bragan and the board members will continue to spread the word on this idea to attain as much feedback as possible. They will make a final decision at the All Boards Meeting held in September.

Summer Meeting Schedule and All Boards Meeting

Bragan announced the Select Board will meet on July 16th, August 6th and 27th. The All Boards Meeting will be held on Wednesday, September 18th.

Carlson Orchards License Request & Conditions

Bragan began by explaining what is allowable under the Chapter 13B, Section 19B license the orchard currently holds. They are able to make or have made for them (under their label) Hard Cider, sell to wholesalers and to the public for off premise consumption from their farm store and sampling at the store is not by right but may be allowed should the Local Licensing Authority make a determination that this activity does not constitute a sale under statute. Bragan spoke with the ABCC about the additional one-day license requests and was advised against granting the additional licenses as they are under the same entity even though the applicant name is different.

The board reviewed the draft conditions prepared for the common victualler license and removed one item. On a Wallace/Maiore motion, the board voted unanimously to adopt Common Victualler conditions to be attached for Carlson Orchards.

On a Wallace/Sklar motion, the board voted unanimously to approve sampling in Carlson Orchards farm store and that it does not constitute a sale under the State statutes.

The board reviewed draft conditions for the Farmer Series Pouring Permit. They deciding on the following hours for the pouring license: *No alcoholic beverages shall be served on the licensed premises prior to 11:00 AM or after 6:00 PM on Thursdays and Sundays (non holiday weekend) or Monday Holidays. Closing time is 7:00pm. No alcoholic beverages shall be served on the licensed premises prior to 11:00 AM or after 7:30 PM on Fridays, Saturdays and Sundays (holiday weekends only). Closing time is 8:30pm.*

They added a definition for alcoholic beverages to indicate hard cider and clarified the condition with respect to when a police detail would be required.

On a Wallace/Sklar motion, the board voted to approve conditions as amended. (4-1, Maiore – Nay)

Public Communication

Sue Tarrant, Oak Hill Road, expressed her concern for noise and traffic with respect to the Carlson Orchards pouring permit. She asked how residents will know if an application for an event comes before the board.

Chris Green, Oak Hill Road, expressed his disappointment in the decision made by the board to support the pouring license requested by Carlson Orchards. He feels this is a mistake and a bad precedent to set.

Don Green, Oak Hill Road, is concerned this decision could destroy the neighborhood and bring down property values.

Paul Green, Old Littleton Road, would like to see the capital plan go beyond five years to twenty years.

Minutes

On a Wallace/Maiore motion, the board voted unanimously to approve minutes from 6/11 & 6/12, as presented.

Town Administrator report

- The DPW position has been filled with a gentleman from Maynard, Henry Dentino and the Assistant Treasurer Collector position has also been filled by Amanda Favreau, of Sterling.
- 12 applications have been received for the Building Inspector/Facilities management position and the initial review of the candidates will be done on Monday and Tuesday next week. After that the finalist will move on to another round of interviews and a decision will be made on filling the position. Bragan will notify the board of the final decision.
- Five applications from firms to examining, evaluating and write the scope of work for the Old Library roof.
- Next week is the 4th of July and the fireworks are Wednesday night and the parade and field events are on the 4th (See attached). If you plan to march please notify Christopher Chalifoux at cmchalifoux@yahoo.com

- Bragan is working with Town Counsel on any legal issues involved with possibly splitting the Annual Town Meeting into a spring and fall session. He has reached out to the Moderator, Town Clerk, and Department Heads for their input. He will be sending something out to the School Department and boards and committees to gather their thoughts and inputs as well. A decision can be made at the all boards meeting in September.
- The Assessor's office is currently updating the application form for the Means Tested Senior Exemption program and is expecting to have a mid-September deadline for applications.
- The revenue picture through April has estimates up by about 4.61%. The loss of Transfer Station sticker revenue may not impact the town negatively at the end of the Fiscal 2019 however it will impact free cash as we will not have the estimated revenue from the stickers as was originally expected.
- With the end of the fiscal year approaching the Finance Director is working diligently with all departments, boards and committees to get the final bills in and/or have funds encumbered in order to be able to pay fiscal 2019 bills.
- DPW Director, Tim Kilhart, will provide his input on the best way to extend the hours at the transfer station.
- Bragan has been made aware the "No picking in the metal pile" has become an issue. This is a safety issue and liability concern that must be addressed. We are checking with our liability insurance carrier to see if a "Pick at your own risk" sign will alleviate the safety and liability issues.
- Bragan announced the Lions Club has submitted their applications for a one day liquor license and entertainment license for their fall event which will be acted on at your next meeting.
- Town Counsel will be here on the 16th of July to give you a legal update in executive session.
- The Town Offices and COA will be closed on Friday, July 5, 2019 and employees will be using their paid time off for that day.

Liaison Assignments

The board members reviewed the current list and made the necessary changes. The new liaison assignments will be distributed to all boards/committees and posted to the town website.

Municipal Vulnerability Preparedness (MVP)

MVP committee member Kerri Green said the finalized report on climate change and its impact on Harvard's agriculture is a good starting point. She explained with this report in place the town is eligible for grant funding to create roadmaps and explore concepts.

Select Board reports

Wallace reported the Housing @ Hildreth House Committee is meeting with other firms on ideas, Hildreth House Phase II is finally meeting with architects, and the grand opening for the old library is expected soon.

Maiores said Community & Economic Development Director Chris Ryan will be visiting the Select Board to give an update from the Planning Board

Sklar attended a breakfast at Loaves & Fishes. He learned more about what they offer to the communities they serve and how Harvard can help in their mission.

The meeting was adjourned at 9:30pm.

Documents referenced:

Volunteer forms: Lynch dated 5.14.2019, Day dated 5.9.2019, Wollaston dated 5.12.2019
Turnheim dated 5.30.2019 & Varrell dated 5.9.2019

Annual appointment list – dated FY20

Carlson Orchards revised application – dated 5.23.2019

Draft conditions – dated 6.26.2019

MVP report – dated 6.18.2019