



**Select Board
Minutes**

**Tuesday, February 25, 2020 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 Stu Sklar, Lucy Wallace and Kara Minar were in attendance as well as Town Administrator Tim Bragan and Executive Assistant Julie Doucet. Select Board member Rich Maiore was absent.

National Grid Pole Petition – Old Mill Road

National Grid Engineer Steve Soucy explained this request is due to overhead wires on private property requiring a stub pole for support across the roadway. The DPW Director required the pole be placed at least 4ft from the roadway. National Grid will install one JO pole on Old Mill Road beginning at a point approximately 1040 feet northeast of the centerline of the intersection of Blanchard Rod and Old Mill Road with the 1 stub pole and anchor across the roadway. On a Wallace/Minar motion, the board voted unanimously to approve petition for installation of pole number 25-84 on Old Mill Road. In addition, they requested National Grid explore removal of a pole at the Bromfield School and asked what was the best way to submit requests to National Grid.

Commission on Disabilities

Resident Davida Bagatelle came forward to volunteer for the newly formed commission. Bagatelle is a Library Trustee therefore she can serve in the position designated for an elected/appointed official. Bagatelle has worked in special education and is employed as the Inclusion Coordinator at the Harvard Public Schools. She is passionate about this cause and is happy to serve on this Commission. On a Minar/Wallace motion, the board voted unanimously to appoint Davida Bagatelle to the Disability Commission.

Historical Commission

New resident Brandon Loughery came to express his interest in serving on the Historical Commission. The commission recommended his appointment. Loughrey has background with historic homes and holds a public policy degree. On a Wallace/Minar motion, the board voted unanimously to appoint Brandon Loughrey to the Historical Commission.

Proposed Demolition Bylaw

The draft bylaw was distributed. The Historical Commission will come to a meeting in the spring to review the bylaw for consideration at the Fall Town Meeting.

Change of Manager – Shaker Hills Country Club

On a Wallace/Minar motion, the board voted unanimously to approve the change of management at Shaker Hills Country Club to Andrew Jordan upon approval from the ABCC.

Call to Caucus

On a Wallace/Minar motion, the board voted unanimously to approve the call to caucus with nominated candidates as listed for March calling the caucus for March 23, 2020 at 7pm in the Town Hall Meeting Room.

Special State Election Warrant

On a Wallace/Minar motion, the board voted unanimously to endorse the Special State Election Warrant for Representative in General Court for the 37th Middlesex District Jen Benson’s seat on Tuesday, March 31, 2020.

Carlson Orchards Farmer Series Pouring Permit – license conditions

Von Loesecke noted the public communication on this application has been closed. The board members had previously discussed the conditions and asked for them to be reviewed by town counsel for appropriate language. On a Wallace/Sklar motion, the board voted unanimously to approve conditions to the farmer series pouring permit as amended this evening. They endorsed the licensing authority certification form for submission to the Alcohol Beverages Control Commission.

MassDevelopment update on Vicksburg Square development

Senior Vice President of Devens Jessica Strunkin and Director of Land Entitlements & Master Planning Ed Starzec came to kickoff conversations about rezoning the 19.6 acre Vicksburg Square complex. They are proposing rezoning that would allow for residential use as well as limited commercial and retail. They are also meeting with the Devens Committee, Shirley Board of Selectman and the Ayer Board of Selectmen to discuss this rezoning as they are prepare for a Super Town Meeting to be held on October 17th. Strunkin said formal hearings will be held as well. Board members asked about affordability percentages, mixed use percentages and accessory uses. Starzec said the proposal includes rental and ownership options for moderate to affordable housing. Wallace asked if senior housing, such as a continuing care facility (independent living through nursing care), would be allowed. They have created a website: <https://courbanize.com/projects/vicksburg-square/information> with information including draft bylaw language. As the process evolves additional information will be added.

Minutes

On a Wallace/Minar motion, the board voted unanimously to approve minutes of 2/4, as presented.
(Sklar – abstained as he was not present at the meeting)

Town Administrator report

Bragan reported on the following items:

Harvard War Monument Restoration Committee received a \$15,000 grant from the Veteran’s Heritage Grant Program for their most recent project (see attached letter)

Lucas Thayer has had a meeting in the Planning Board office and a meeting with the Police Chief since the Community Outreach meeting that was held on Thursday, December 19, 2019 at Town Hall at 7PM. They will be coming to the Select Board Meeting on March 17, 2020.

The boundary issue with Ayer continues to be worked on by our attorney and the developer’s attorney, Mark Bobrowski. We are looking for a surveyor that will be paid for by the developer to survey the town boundary and the points between the markers.

Conservation is looking into easements over property they acquired back in 1987 on Oak Hill Road and are working through issues that are arising between the property owner and the electric company.

Bragan shared a list of formerly elected positions that are up for appointment this year. They all have terms that expire in 2020. The list of elected positions being acted on at this year’s Town Election was also attached for review.

Town Counsel has sent a letter to MART regarding the issue with their van.

Construction at Pine Hill Village has ceased due to violation of the Comprehensive Permit. The ZBA is meeting on the 27th at 7PM to discuss the matter with Pine Hill Village LLC owner.

DPW Director Tim Kilhart continues to move the Ayer Road project forward and will be holding a 10% review meeting on the 25th of March at 7Pm here in this room. If the Board wishes we can have Tim provide an update at the meeting of the 17th.

Early Voting has started and people in Harvard can vote on the following dates Monday, Wednesday and Thursday of this week from 8AM to 4:30PM and on Tuesday of this week from 8Am to 7PM. See attached.

All Boards Meeting is this Saturday at 9AM so that the Finance Committee can explain where we are now and how the budget was constructed. The Finance Committee will be finalizing their recommendations to the Select Board tomorrow night and the Board will have the proposal in its packets for Thursday. Next week's meeting will be dedicated in large part to reviewing the budget by the Board. John Seeley from CPIC and Don Ludwig from FinCom may be present to answer questions or assist the conversation.

National grid has a new program based on cell phone messaging for power outages in an affected area. People have to sign up for it and we will be putting it up on our website.

There will be an Open Meeting Law Regional Training in Stow on March 25, 2020 at 5:30 PM at Stow's Pompo Community Center.

The Moderator is currently looking for two people to serve as Associate Members on the Finance Committee.

Pine Hill Village Lottery Plan

The board decided to act on this item at their first meeting in April to allow more time for them to review the plan.

Debt Management Policy

The draft policy was developed by Finance Director Lori Bolasevich with assistance from our financial advisor Hilltop Securities. Von Loesecke explained rating agencies require this type of policy. Sklar and Wallace questioned some of the requirements but were reassured the policy as written was basic financial management. On a Wallace/Minar motion, the board voted unanimously to adopt policy as presented.

Transfer Station sticker fee

The board decided to act on this item at an upcoming meeting. Bragan emphasized how important it is for the Select Board to address this sooner rather than later. He said with paper disposal and hauling cost increases the Select Board will seriously need to consider the future of the Transfer Station.

Select Board Reports

Von Loesecke gave an update on the carpets to be removed from the old library that were damaged due to the water infiltration. They discussed options for flooring besides rug for the vestibule area.

Minar reported the Energy Advisory Committee continues to monitor energy usage in town buildings by conducting monthly comprehensive reviews.

Wallace reported a Request for Proposal has been issued seeking a consultant for the Community Resiliency Working Group. This group was formed in late 2019 in response to the ongoing need to engage in Municipal Vulnerability Preparedness (MVP) program work and also to consider ways to address environmental criteria and sustainability at the municipal level. They expect to start work in a few weeks.

Wallace reported the Harvard Devens Jurisdiction Committee has been in hiatus waiting on the Framework Committee to finalize drafting a Memorandum of Agreement (MOA). Once a draft has been completed she will share the draft with the Select Board for their review and approval.

Von Loesecke reported the school building project schedule is behind due to concrete pouring being delayed. This is shifting completion date for phase one but will not impact phase two.

The meeting was adjourned at 9:15pm.

Documents referenced:

National Grid pole petition request – dated 1.29.2020

Bagatelle vol form – dated 2.14.2020

Loughery vol form – dated 1.26.2020

Draft Demo Bylaw – dated Jan 2020

Shaker Hills change of manager request – dated 2.11.2020

Call to Caucus – dated for 3.23.2020

Special State Warrant – dated for 3.31.2020

Carlson Orchards Inc. license conditions and submission to ABCC – dated 2.25.2020

Pin Hill Village lottery marketing plan – dated 2.23.2020

Debt Management Policy – dated 1.29.2020