



**Select Board  
Minutes  
Tuesday, August 14, 2018 at 7:00pm  
Town Hall Meeting Room, Harvard, MA**

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

**One Day Liquor Licensing Hearing – Notch Brewing**

Notch Brewing Brand Activations Manager John Thompson has organized over 20 events throughout the state. They are excited to host an event at Fruitlands Museum during their annual craft fair this September. They rope off the area where the biergarten will be held and set up tables with umbrellas. He noted this is a family friendly event. Executive Assistant Julie Doucet confirmed all required documents have been submitted and proper notice of the hearing were done.

There were no comments from the public.

On a Minar/Sklar motion, the board voted unanimously to close the hearing.

On a Minar/Sklar motion, the board voted unanimously to approve the one day license for Notch Brewing on Sept 22<sup>nd</sup> and 23<sup>rd</sup> at Fruitlands Museum.

**Certification & endorsement for borrowing**

Finance Director David Nalchajian explained the process for securing the short and long term ratings from S&P. The board was happy with the rates being offered for the short term bond anticipation note (BAN). He expects to finalize the FY18 fiscal year budget within the week.

**License to cross under 184 Old Littleton Road**

Engineer Dan Wolfe from Ross Associates was present to review his plan with the board. He is acting on behalf of homeowner Nancy Cole. Cole needs to upgrade her septic system. They encountered issues on the property near the house therefore they investigated soils across the street on land Cole also owns. The property has severe drainage problems requiring the owner to have three sump pumps in the basement. They are proposing installation of two tanks across the street for water collection. Wolfe plans on directional drilling under the roadway however they have encountered ledge that could be problematic. If they are unable to directional drill they will cut the road open, insert pipes, backfill and patch. The DPW Director will be consulted throughout the process. Bragan asked they test other sites along the roadway to find another suitable location to directional drill. He would prefer avoiding having to cut into the roadway. Wolfe confirmed the contractor will be bonded to protect the town. Bragan cautioned Wolfe about negatively impacting neighbors with respect to runoff considering the drainage problems in that area. Bragan noted two licenses granted by the town prior to this request were done by directional drilling. In his experience patches fail over time. On a Minar/Sklar motion, the board voted unanimously to approve license agreement for 184 Littleton Road pending whichever makes the most sense directional drilling or open roadway and final approval from town counsel and authorize Vice Chair to sign.

**Public communication**

Jennifer Finch, Codman Hill Road, asked how long the roadway will be open if directional drilling is not an option. Wolfe expects open and closing of the roadway to happen on the same day. He assured her it would be done as quickly as possible.

**Town Administrator report**

Bragan has submitted the MassWorks grant.

Bragan said the Town Clerk had election training which went well and they are continuing to look at Volunteers Hall as an alternative voting site however it is not promising as there is no other voting location in the entire state which needs an elevator to access the voting location.

Bragan reported Coil Brothers LLC (Marijuana manufacturing) had filed for their site plan and special permit. They plan to hold their community outreach meeting on Tuesday, August 28<sup>th</sup> in the Town Hall Meeting Room. Town Counsel is reviewing our community host agreement.

Bragan noted open meeting law training will be held on November 15<sup>th</sup> in the Cronin Auditorium from 5:30pm to 7:30pm.

Bragan said the employee appreciation cookout was well attended.

Bragan is working with National Grid regarding emergency repairs to the Candleberry Lane electrical problems. They will be back in the fall or next spring to finish the job.

Bragan said we were notified last week that Harvard Road in Stow will be shut down to install a box culvert by the DCR. Harvard Fire, ambulance and police were able to work out their issues due to the late notice of the closing. The Superintendent was also informed because this will cause a closure of Finn Road for up to 60 days.

Bragan shared an invitation from the Lion's Club to participate in the "Bed Race" to be held on September 8<sup>th</sup>.

Bragan said a Special Town Meeting on October 22<sup>nd</sup> will be necessary for funding for the old library roof along with the need to rescind the borrowing authority for the accessibility project and possible other issues.

Bragan reported the tax lien property on Pond Road has been cleared up and the Town has collected funds owed.

**Caucus warrant**

On a Sklar/Minar motion, the board voted unanimously to endorse caucus warrant for Monday, September 17<sup>th</sup>.

**Resignation**

On a Minar/Sklar motion, the board accepted with regret the resignation of Daria Swanton from the Historical Commission.

**Parking Fines**

Bragan has been working with Sargent Babu to review the town bylaws with respect to parking and create fees. Minar had reservations about the fees as recommended and wondered what problems are being resolved. Discussion ensued and the board members decided to make some revisions. They deleted fees for parking upon roadway in a rural or sparsely settled district and all night parking. They decided to reduce the fee for parking illegally in a handicap spot from \$300 to \$200. Minar asked for clarification on unobstructed versus obstructing which were stated in two different areas. On a Sklar/Minar motion, the board voted unanimously to approve parking fines as amended.

The board members asked for an update on the electronic speed signs for the next meeting.

**Harvard –Devens Jurisdiction Committee revised charge**

On a Minar/Sklar motion, the board voted unanimously to approve charge as amended.

**Select Board reports**

Minar reported residents still have time to sign up for the HEAT program and interest free loans up to \$25,000 are available.

Sklar said the flag pole on the common has been painted. The granite will be delivered in September and they are still on target for a dedication ceremony on Veterans Day.

Sklar reported the Transfer Station Committee met and have been discussing cost of stickers and bags if the town decided to go with the SMART program. They want to determine costs for town-wide pick up of trash and recycling. He asked the board members to offer any feedback they may have.

Von Loesecke said the final drawings for the school design will require a vote at their August 23<sup>rd</sup> School Building Committee meeting.

The meeting was adjourned at 9:10pm.

**Documents referenced:**

One-day license request – dated 7.23.2018

Swanton resignation letter – dated 7.17.2018

Draft parking fines – dated 8.15.2018

Draft Harvard-Devens Jurisdiction Committee – dated 8.14.2018