

**HARVARD PLANNING BOARD
MEETING MINUTES
September 18th, 2023
APPROVED OCTOBER 16, 2023**

Chair Richard Cabelus called the open meeting to order remotely at 7:00pm, pursuant to Chapter 2 of the Acts of 2023, An Act Making Appropriations for the Fiscal Year 2023, which has suspended the requirement of the Open Meeting Law to have all meetings at publicly accessible locations and allowing all public bodies to meet entirely remotely so long as reasonable public access is afforded so that the public can follow along with the deliberations of the meeting.

Members Present: Richard Cabelus, John McCormack, Doug Thornton, Stacia Donahue, Arielle Jennings,

Others Present:

Frank O'Connor (Town Planner), Bill Scanlon, Richard Abt, Val (Harvard Press)

Public Hearings:

Continuation of Public Hearing for Section 125-35: Open Space Residential Development Bylaw Amendment for adoption

See page 3 for full details

Old Business:

Updates on Ayer Road visioning phases 2 & 3.

Frank O'Connor updated the Board that on October 4th 2023, the UTILE Team will be in Harvard to conduct their research. They will also be setting up their stakeholder interviews for October 9th 2023-October 12th 2023. The UTILE Team is also hoping to meet with the Planning Board on October 16th 2023 and to attend the Town Meeting on October 21st 2023 to present a project synopsis flyer.

New Business:

Interview with Mr. Richard Abt, to fill Associate Planning Board member seat.

Richard Abt introduced himself to the Board and gave some background information of his experiences. He was formally working in the Coast Guard Auxiliary for 25 years as well as Raytheon where he has picked up experience volunteering. More recently, he has been volunteering his time at a history museum in Hudson. The Board welcomed him to the meeting and encouraged him to stay on for the entirety in order to more understand the structure and process of the Planning Board's online scheduled meetings. Frank O'Connor will be in contact with Richard Abt the following day.

Motion: Stacia Donahue made the motion to endorse Mr. Abt's application and to send it to the Select Board for their approval

Seconded by Doug Thornton

Voted yes by: John McCormack, Stacia Donahue, Doug Thornton, Arielle Jennings, Richard Cabelus

Passed unanimously

Update on Chestnut Tree & Landscape at 320 Ayer Road & Conservation Comm.

Bruce Ringwall reviewed the areas of disturbance on the property and has put together a presentation on the current state of the property. The wetland line has been moved back substantially and the wetland vegetation, along with the apple trees he believes may have been there, has been cleared. Mr. Ringwall is working with the Conservation Commission and waiting on more of their input on where to go from here. Mr. Ringwall suggested the options of either: him filing an application to renew the permit without the plans fully in place or to wait until the plans are fully thought out and the Conservation Committee has given all of their feedback and suggestions.

Questions/Comments /Concerns:

- John McCormack asked about the daily operations currently taking place on the property and if they were still taking place or should have been suspended.
Mr. Ringwall clarified that they are going to make minor modifications to the site work and determine with the Conservation Committee about what should and should occur on the property. Mr. McLean added that he intends to file the new special permit and has also ceased activity in the northern part of the property until approval of the permit. Richard Cabelus believes that filing the special permit should be done immediately due to the activity taking place on the property.
- McCormack also asked if the drive would need to be moved due to the change in the wetland line
Mr. Ringwall clarified that the drive would not be affected.
- Frank O'Connor pointed out that there is a second company working on the site and would like clarification on whether or not they would need their own special permit.
- Mr. Ringwall plans to bring more information in and have it filed by September 27th 2023 (once the weather clears and gives him a better understanding while walking the property).

Standard Business:

Planning Board budget update

The Finance Director will be meeting with Frank O'Connor and John McCormack to receive an overview of how the Munis software works and how the team/town uses it in order to have a better understanding of the funds available for the year.

Prospective MBTA Multi-family zoned overlay district bylaw

Frank O'Connor informed the Board that there were no updates on this due to the meeting for September 19th 2023 being rescheduled to a later date.

Master Planning for 2026

Richard Cabelus sent out the Boards and the Planning Board is aiming to have a working Excel Sheet fully populated by early November 2023.

Adjournment:

Motion: Doug Thornton made the motion to adjourn the meeting at 9:15pm

Seconded by Stacia Donahue

Voted yes by: John McCormack, Stacia Donahue, Doug Thornton, Arielle Jennings, Richard Cabelus

Passed unanimously

Harvard Planning Board

Special Public Hearing Minutes

September 18th 2023: Meeting called to order at 7:40pm

Continuation of Public Hearing for Section 125-35

Open Space Residential Development Bylaw Amendment for adoption

The Board opened the Special Public Hearing by sharing the current Bylaw document and reviewing the suggested changes from the Town Council. The Board reviewed and agreed with all of the Town Council's suggestions while adding minor wordsmithing to these suggestions. The Board also reviewed the entirety of the document with emphasis on the most recent additions the Board has made. With the exception of a couple errors, the document is currently correct to the Board's wishes. Frank O'Connor will fix this small changes/errors on the running document. O'Connor plans to complete all small changes and send out the official copy to the Board members by the next morning.

Stacia Donahue is wrapping up the "Consider This" article to be published in the Town's September 22nd 2023 news issue. Stacia Donahue and Bill Scanlon will also be meeting with the Ellen Sachs Leicher of the Climate Initiative Committee to go over their presentation plans for the Council on Aging and hope to receive some productive feedback. Stacia Donahue will also be working with the Climate Initiative Committee in order to create an advertisement for the Town newspaper that will be in the October 20th 2023 news issue to coincide with the upcoming town meeting. Stacia Donahue also added that the Climate Initiative Committee unanimously voted to endorse the bylaw change.

Bill Scanlon shared his screen to show possible plans for a 16-acre undeveloped plot of land on Littleton Road. One plan showed the property divided into five different parcels with a single or multifamily housing structure. The second plan showed a full development of 32 units and 50% of open space. While the practicality of the second plan would need to be looked into in regards to sewage and other possible issues, Mr. Scanlon wanted to show a realistic possibility for what could be produced in the Town of Harvard under this new bylaw.

Motion: Stacia Donahue made the motion to continue the Special Public Hearing for the 125-35 Open Space Residential Development Bylaw on October 2nd 2023 at 7:30pm

Seconded by Doug Thornton

Voted yes by: John McCormack, Stacia Donahue, Doug Thornton, Arielle Jennings, Richard Cabelus

Passed unanimously