

**HARVARD PLANNING BOARD
MEETING MINUTES
MAY 4, 2017
APPROVED: MAY 22, 2017**

Chair Erin McBee called the meeting to order at 9:04 a.m. in the Town Hall, 13 Ayer Road, under M.G.L. Chapter 40A and the Code of the Town of Harvard Chapter 125

Members Present: Erin McBee, Michelle Catalina, and Rich Maiore

Town Planner RFP

Members reviewed the draft Request for Proposals (RFP) for the Town Planner. Catalina relayed to the Board comments made by Marie Sobalvarro regarding required content in the RFP. Per Marie's comments and recommendations, the members amended the RFP.

McBee agreed to type up the RFP as amended at this meeting and review it with Marie and bring the amended version to the next Planning Board meeting for approval.

Adjournment

Maiore made a motion to adjourn the meeting at 9:30am. Catalina seconded the motion. The vote was unanimously in favor of the motion.

Signed: _____ Liz Allard, Clerk