

TOWN OF HARVARD  
HARVARD-DEVENS JURISDICTION COMMITTEE

June 6, 2019 - 9:00 to 10:00 AM

Jackson Meeting Room - MassDevelopment  
33 Andrews Parkway, Devens, MA 01434

Victor Normand, Chairperson  
Heather Knowles, Vice Chairperson  
Paul Green, Clerk

AGENDA

1. Call to Order and Roll Call
2. Approve Minutes of May 2, 2019
3. Review of Charge from the Harvard Select Board (attached)
4. Town Department Heads and Committee Chair Interview Updates
5. Review Task Assignments
6. Adjourn

**Charge to the Harvard-Devens Jurisdiction Committee from the Harvard Select Board, per the HDJC Home page on [www.harvard.ma.us](http://www.harvard.ma.us):**

Passage of Ballot Question #4 at the 2017 Town Elections directed the Board of Selectmen to “begin planning for and initiate discussions with appropriate parties with the goal of presenting a plan to the Town of Harvard voters to resume jurisdiction over the land presently part of Devens formerly under the jurisdiction of the Town of Harvard...”

Accordingly, the Harvard-Devens Jurisdiction Committee is charged with instituting a process for developing a plan to resume jurisdiction, including, but not limited to, the following tasks:

- Manage the process and timeline to collect and report additional information as requested by the Board of Selectmen;
- Provide status reports to the Board of Selectmen on at least a quarterly basis;
- Meet with Harvard Town Departments and Committees to review and seek input on Devens topics as set forth in the 2016 Master Plan;
- Meet with MassDevelopment and Devens Departments (particularly DPW, Fire and DEC) to review and seek input on Devens topics as set forth in the 2016 Master Plan;
- Hold periodic public meetings to inform and seek input from the general public, including Devens residents. It is recommended that an initial kick-off meeting be held to provide an overview of the findings in the 2016 Master Plan and proposed next steps;

- Upon the request by the Select Board prepare a draft “Request for Qualifications” for a planning consultant to assist in the development of a plan. An initial proposed scope of work is outlined in the attached draft RFQ, dated 12/11/17, and set forth in the 2016 Master Plan;
- Seek funds to underwrite the cost of consultant services;
- Following the issuance of the RFQ, review proposals and recommend a consultant firm to the Board of Selectmen; and
- Keep state legislators and MassDevelopment informed as work progresses.

The Committee, which will be appointed by the Select Board, shall be comprised of 9 Harvard and Devens residents and the Town Planner. Recommended appointees are:

- Two members of the Board of Selectmen
- One member of the Planning Board
- Members-at-Large: Five residents, at least one of whom lives on Devens.

It is recommended that the Committee be provided seed money in the amount of \$5,000 to cover initial costs associated with preparing and disseminating documents such as the RFQ and grant applications.