



**SELECT BOARD
AGENDA
Tuesday, December 1, 2020
7:00pm**

The Select Board Regular Meeting is being held virtually in accordance with the Governor's Executive Order Suspending Certain Provisions of the Open Meeting Law, G.L.c.30A. S.20. Interested individuals can listen in and participate by phone and/or online by following the link and phone # below.

UpperTH ProWebinar is inviting you to a scheduled Zoom meeting.

Topic: Select Board

Time: Dec 1, 2020 07:00 PM Eastern Time (US and Canada)

Join Zoom Meeting

<https://us02web.zoom.us/j/85690778971?pwd=WGZndVFoN3ZucWxXRU1IK2pOenVLZz09>

Meeting ID: 856 9077 8971

Passcode: 751399

Dial by your location

+1 253 215 8782 US

+1 301 715 8592 US

Find your local number: <https://us02web.zoom.us/j/85690778971?pwd=WGZndVFoN3ZucWxXRU1IK2pOenVLZz09>

One tap mobile

+13126266799,,123906012# US (Chicago)

+19294362866,,123906012# US (New York)

Agenda Items

- 1) Carlson Orchards Farmer Series Pouring Permit License Renewal Hearing(7:00)
- 2) Finalize National Grid pole petition request for Pond Road (7:20)
- 3) Approve minutes 11/17 (7:30)
- 4) Public Communication (7:35)
- 5) Building permit fee review and discuss wiring/gas plumbing inspector compensation (7:40)
- 6) Town Administrator Report - miscellaneous issues & discussion items (7:50)
- 7) Community Resiliency Committee report and Planning Board transportation committee request (8:00)
- 8) Bromfield House Committee: final interview and appointments (8:30)
- 9) Ayer Road Construction project parameters (8:45)
- 10) Harvard Devens Jurisdiction Committee update (9:00)
- 11) Action/Discussion items:
 - a) Act on revisions to the Open Space Committee charge
 - b) Act on request from the Board of Health to include an insert when tax bills are mailed
- 12) Select Board Reports

***Next Select Board Regular Meeting
Tuesday, December 15, 2020
7:00pm***

Carlson Orchards, Inc.
115 Oak Hill Road, Harvard, MA 01451
Farmer Series Pouring License Conditions

1. The Farmer Series Pouring License may be exercised only in the area delineated on the attached plan (the "licensed premises").
2. No alcoholic beverages shall be served on the licensed premises prior to 11:00 AM or after 6:00 PM on Thursdays, Sundays and holidays observed on Mondays.
3. No alcoholic beverages shall be served on the licensed premises prior to 11:00 AM or after 8:00PM on Fridays and Saturdays. Alcoholic beverages shall not be served on the patio after 6:00 PM on Friday and Saturdays. Alcoholic beverages may be served after 6:00pm and up until 8PM only in the taproom and covered porch.
4. All patrons shall leave the licensed premises no later than one hour after the end of alcoholic beverages being served and all amplified sound will cease at that time.
5. No person under the age of 18 shall be allowed to handle, serve or sell any alcoholic beverages on the licensed premise as per Massachusetts General Laws Chapter 138, Section 34.
6. All persons serving alcoholic beverages on the licensed premises shall receive a certificate from a TIPS (Training for Intervention Procedures) program in education and training for the responsible service, sale, and consumption of alcohol.
7. All alcoholic beverages must be produced by the Farmer Winery or for the Farmer Winery under its label as per Massachusetts General Laws Chapter 138, Section 19B.
8. Any outdoor lighting must comply with the Town's lighting by-laws as set forth in Section 125-40 of the Town Code.
9. Parking on premises shall not exceed 350 automobiles. No on-street parking is allowed. Carlson Orchards, Inc. shall be responsible for monitoring, directing and enforcing these parking conditions and will immediately notify the Town of Harvard Police Department when someone ignores the parking restrictions and parks on either side of Oak Hill Road.
10. The licensed premises must comply with the occupancy designation and limit, as determined by the Town's Building Commissioner in accordance with the Massachusetts State Building Code, at all times. When any events occur where there will be an estimated 100 or more attendees/participants a police detail will be necessary and must be arranged in advance.
11. An entertainment license pursuant to M.G.L. Chapter 140, Section 183A or M.G.L. Chapter 136, Section 4, shall be required for any entertainment event held under this license.
12. **The renewal of this license will be done by the Select Board at a full public hearing notice of which shall be advertised in a newspaper with general circulation in the Town of Harvard and abutters shall be notified in writing.**



May 28, 2020

Town of Harvard

To Whom It May Concern:

Enclosed please find a petition of NATIONAL GRID and VERIZON, covering joint NATIONAL GRID-VERIZON pole location(s)

If you have any questions regarding this permit please contact:

Please notify National Grid's Vincent LoGuidice of the hearing date / time.

If this petition meets with your approval, please return an executed copy to each of the above named Companies.

National Grid Contact: Vincent LoGuidice; 1101 Turnpike Street; North Andover, MA 01845. Phone 978-725-1392.

Very truly yours,

A handwritten signature in blue ink that reads "Pat Cody".

Patrick Cody
Supervisor, Distribution Design

Enclosures

Questions contact – Javier Morales 508-860-6270

PETITION FOR JOINT OR IDENTICAL POLE LOCATIONS

North Andover, Massachusetts

To the Board of Selectmen
Of Harvard, Massachusetts

Massachusetts Electric Company d/b/a National Grid and Verizon New England, Inc requests permission to locate poles, wires, and fixtures, including the necessary sustaining and protecting fixtures, along and across the following public way:

Mass Ave - National Grid to install 2 JO Poles and remove 1 JO Pole on Mass Ave beginning at a point approximately 0 feet north of the centerline of the intersection of Mass Ave and Bolton Rd and continuing approximately 360 feet in a north direction. Remove existing pole location 14 and install two new 45' JO pole locations 14 and 14-50.

Location approximately as shown on plan attached

Wherefore it prays that after due notice and hearing as provided by law, it be granted a location for and permission to erect and maintain poles and wires, together with such sustaining and protecting fixtures as it may find necessary, said poles to be erected substantially in accordance with the plan filed herewith marked – Mass Ave - Harvard - Massachusetts.

No. 29031071 April 29, 2020

Also for permission to lay and maintain underground laterals, cables, and wires in the above or intersecting public ways for the purpose of making connections with such poles and buildings as each of said petitioners may desire for distributing purposes.

Your petitioner agrees to reserve space for one cross-arm at a suitable point on each of said poles for the fire, police, telephone, and telegraph signal wires belonging to the municipality and used by it exclusively for municipal purposes.

Massachusetts Electric Company d/b/a National Grid
BY Pat Cody
Engineering Department

VERIZON NEW ENGLAND, INC.

BY _____
Manager / Right of Way

Harvard

ORDER FOR JOINT OR IDENTICAL POLE LOCATIONS

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All construction under this order shall be in accordance with the following conditions:

Poles shall be of sound timber, and reasonable straight, and shall be set substantially at the points indicated upon the plan marked – Mass Ave - Harvard - Massachusetts.

No. 29031071 Dated April 29, 2020. Filed with this order

There may be attached to said poles by Massachusetts Electric Company d/b/a National Grid and Verizon New England Inc. such wires, cables, and fixtures as needed in their business and all of said wires and cables shall be placed at a height of not less than twenty (20) feet from the ground.

The following are the public ways or part of ways along which the poles above referred to may be erected, and the number of poles which may be erected thereon under this order:

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I hereby certify that the foregoing order was adopted at a meeting of the of the City/Town of _____, Massachusetts held on the _____ day of _____ 20 .

Massachusetts City/Town Clerk. _____ 20 .

Received and entered in the records of location orders of the City/Town of _____
Book _____ Page _____

Attest:

City/Town Clerk

I hereby certify that on _____ 20____, at _____ o'clock, M
at _____ a public hearing was held on the petition of
Massachusetts Electric Company d/b/a National Grid and VERIZON NEW ENGLAND, INC.

for permission to erect the poles, wires, and fixtures described in the order herewith recorded, and
that we mailed at least seven days before said hearing a written notice of the time and place of said
hearing to each of the owners of real estate (as determined by the last preceding assessment for
taxation) along the ways or parts of ways upon which the Company is permitted to erect
poles, wires, and fixtures under said order. And that thereupon said order was duly adopted.

City/Town Clerk.

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Board or Council of Town or City, Massachusetts

CERTIFICATE

I hereby certify that the foregoing is a true copy of the location order and certificate of
hearing with notice adopted by the _____ of the City of _____
Massachusetts, on the _____ day of _____ 20____, and recorded with the
records of location orders of the said City, Book _____, Page _____. This certified copy
is made under the provisions of Chapter 166 of General Laws and any additions thereto or
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Attest:
City/Town Clerk

N G R I G

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City/Town Clerk



Harvard Public Library

4

27

MASS AVE

P-50 Pond Rd
new location

P#14 new location

36'

P#14 remove location

55'

P#14-50 new location

Pond Rd

40'

32

5

3

9

36

Bolton Rd

Mass Ave

LEGEND

-  Remove Existing JO Pole
-  Proposed JO Pole

This pole petition is necessary to accommodate a new driveway for the Hildreth Elementary School.

DRAWING NOT TO SCALE DISTANCES ARE APPROXIMATE

PETITION

Mass Ave & Pond Rd

Petition To The Town of Harvard

Date: 4/29/2020

Designer: J Morales

Work Request: 29031071

Harvard, MA

nationalgrid
& Verizon New England, INC



May 28, 2020

Town of Harvard

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Location approximately as shown on plan attached

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No. 29031071 April 29, 2020

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BY _____
Engineering Department *Dat Cody*

VERIZON NEW ENGLAND, INC.
BY _____
Manager / Right of Way

Harvard

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Board or Council of Town or City, Massachusetts

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WFRFD

ORDER FOR JOINT OR IDENTICAL POLE LOCATIONS

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City/Town Clerk.

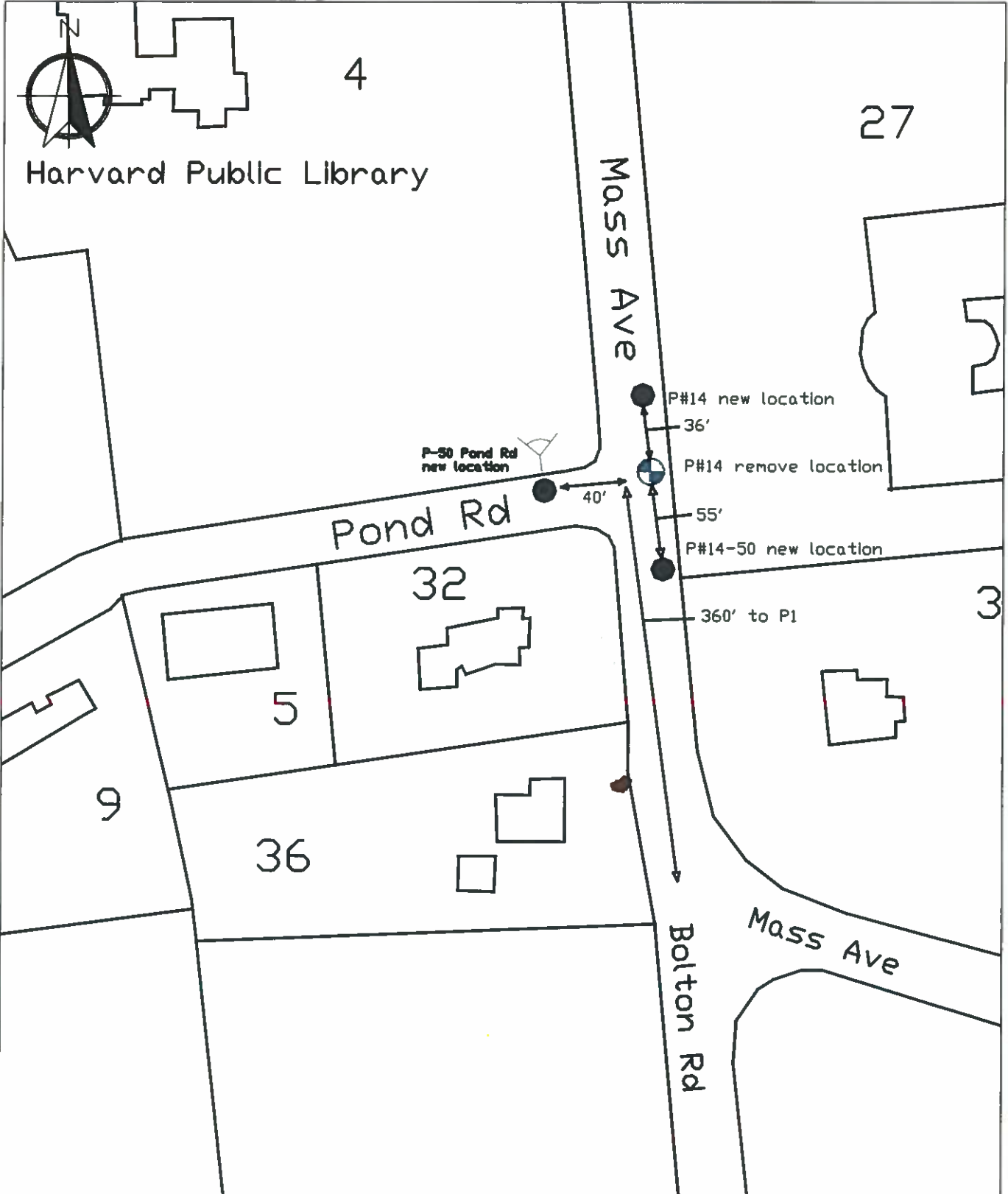
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Board or Council of Town or City, Massachusetts



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City/Town Clerk



LEGEND

 Remove Existing JO Pole
  Proposed JO Pole

This pole petition is necessary to accommodate a new driveway for the Hildreth Elementary School.

DRAWING NOT TO SCALE. DISTANCES ARE APPROXIMATE.

PETITION

Mass Ave & Pond Rd
 Harvard, MA

Petition To The Town of Harvard

Date: 4/29/2020
 Designer: J. Morales
 Work Request: 29031071


 & Verizon New England, INC

Select Board Minutes

Tuesday, November 17, 2020 7:00pm

The Select Board Regular Meeting was held virtually in accordance with the Governor's Executive Order Suspending Certain Provisions of the Open Meeting Law, G.L.c.30A. S.20.

Select Board participants: Chair Alice von Loesecke, Rich Maiore, Kara Minar, Stu Sklar, Lucy Wallace

Town Department attendees: Town Administrator Tim Bragan, Assistant Town Administrator/HR Director Marie Sobalvarro and Executive Assistant Julie Doucet, Assessors David Manzello and Mike Saltsman, Land Use Administrator/Conservation Agent Liz Allard

Additional participants: Open Space Committee Chair Peter Dorward, Bill Ference, Stephen Ford, Bev Rodrigues, Harvard Conservation Trustee Tom Cotton

National Grid pole hearing – Oak Hill Rd

A representative from National Grid attended the November 3rd meeting to explain the request. National Grid was anxious to begin the project prior to the official hearing date. The project details have been reviewed and residents affected were agreeable therefore the Select Board needed to take an official vote. By a roll call vote, Wallace – Aye, Minar – aye, Maiore – aye, Sklar – aye, von Loesecke – aye, the board voted unanimously to approve the petition for the pole location on Oak Hill Road.

Tax Classification hearing

Assessors David Manzello and Mike Saltsman came to review the data used to determine the property tax levy and property valuations in preparation to set the tax rate. Manzello briefly explained the tax levy, levy limit and excess levy capacity noting assessments are fair and conservative. Saltsman said after reviewing the qualifying Means Tested Senior Tax Exemptions the burden shift for the coming year will be an increase of \$.03 to the residential class. By a roll call vote, Minar – aye, Wallace – aye, Maiore – aye, Sklar – aye, von Loesecke – aye, the board voted unanimously in accordance with M.G.L., Ch. 40, Sec. 56, as amended, the percentage of local tax levy which will be borne by each class of real and personal property, relative to setting the Fiscal Year 2021 tax rates and set the Residential Factor at 1.0, with a corresponding CIP shift of 1.0, pending approval of the town's annual tax recap by the Massachusetts Department of Revenue.

Report from the Open Space Committee (OSC)

Committee Chair Peter Dorward reported the committee has been working hard to identify lands suitable for active recreation and prioritize open space for protection. They have discussed how to approach capital planning for open space. Rich Maiore asked for clarity on the OSC's role after they have identified and recommended land for open space. How are the lands secured and which entity shepherds the funding process? The board members discussed the OSC as the entity tasked with building the strategy by collaboration with the Conservation Commission and the Harvard Conservation Trust. In addition, Dorward requested the board consider a few minor revisions to the OSC charge. These revisions will be acted on at the next meeting.

Insurance Advisory Committee (IAC) recommendation

IAC Committee Chair Liz Allard came to formally present the IAC's recommendation to remain in the Minuteman Nashoba Health Group with a 6-1 vote. A letter from the School Committee had also been shared previously - recommending the same. Lucy Wallace appreciated the detailed pros and cons included in the recommendation. She said it was helpful as some details she was not fully aware of. Wallace was sensitive to employee concerns however managing budget costs is important as well. Allard asked for clarification as the IAC was told solicitation from MIIA about their health insurance programs was not due to cost savings. Assistant Town Administrator/HR Director Marie Sobalvarro noted MIIA bases their offerings on claims history therefore our ability to be considered for their program may not be available next year. MIIA representative Adam Thornton said they are able to offer a dental benefit and

increase their fitness reimbursement amount as those two items were of most concern to employees. Alice von Loesecke was apprehensive about the limited local health care options that may force employees to a higher cost plan. She was also sensitive to the idea of employees possibly have to change health care providers during the Covid pandemic. Stu Sklar and Kara Minar agreed with von Loesecke. Sklar proposed revisiting this issue next year emphasizing the significance of the upcoming teacher contract negotiations. By a roll call vote, Sklar – aye, Maiore – aye, Minar –aye, Wallace – aye, von Loesecke – aye, the board voted unanimously to stay with Minuteman Nashoba Health Group for the upcoming renewal year, accepting the IAC report dated November 16, 2020 and will revisit in a year.

Bromfield House Committee interviews

Residents Bill Ference, Pat Jennings, Stephen Ford and Bev Rodrigues were each given an opportunity to provide their background and reasons for seeking appointment to the committee. Von Loesecke said official appointments will be made at the December 1st meeting.

Minutes

By a roll call vote, Wallace – aye, Minar – aye, Sklar – aye, Maiore – aye, von Loesecke – aye, the board voted unanimously to approve the 11/3, as presented.

Zoning Board of Appeals (ZBA)

At the request of the ZBA, by a roll call vote, Wallace – aye, Minar – aye, Maiore – aye, Sklar – aye, von Loesecke – aye, the board voted unanimously to change Steve Moeser to associate member and Michael Lawton to be a full member.

Town Administrator Report

- Under the new requirements for testing of public water systems for PFAS the results of those tests for well #2 and well #5 are as follows: Well 2 has a PFAS level of 6.61 ppt, Well 5 has a PFAS level of 15.2 ppt, Well 2 and 5 blended has a PFAS level of 8.28 ppt. These results either individually and combined are below the new State level of 20ppt. We are automatically having a re-test to confirm the results and I will let you know when I receive them. I spoke with Bob Bostwick from MassDEP and he said that as long as the results remain below 20 ppt we will have to do nothing but begin the quarterly testing beginning in Oct. 2021 as we are currently scheduled. Tim Kilhart, once we get the results of the next test, will be providing something to the paper for an article as the information will be put on the State website and he will have to report it in the 2020 Consumer Confidence Report that he files with MassDEP.
At the end of June 30, 2021 our liability insurance company will no longer cover notary services that are not associated with official Town business. This means as of July 1, 2021 we will no longer provide notary services to the general public. Since the Town pays for the renewals of the individual notary licenses we are looking to see what the correct number of notaries will be necessary in order to have official Town documents notarized.
- The Pond Road pole hearing that was delayed last month will resume on December 1st as the location and the guide wire location were found to be okay. This is the pole location to support the new school project.
- The pandemic continues and recently Harvard has been notified that there were 5 confirmed cases since last Thursday and this does not include the School or Town staff persons that tested positive. This is the highest number in a week for Harvard since the pandemic began. As the numbers rise, in both the State and in Harvard, we are being mindful of the safety of our staff who provide direct services to the general public. And if the current projections are true then soon after Thanksgiving there will be serious consideration of stepping back to having Town Hall open to the public by appointment only so that we can control the number of people in the building at any given time. We are already starting to hear this is being done in other communities that have opened up and there are still those that have not been open as long as we have providing all services in person to the public. I will keep you informed of any decisions that will protect the employees and impact services before they are implemented.
- The House has approved their version of the State Budget and the Senate is currently working on theirs (they have 473 filed amendments) and they hope to have something to the Governor by Thanksgiving.

- The initial deadline for resumes for the Finance Director Position is this Friday and we will begin reviewing them next week. We are hoping to have someone onboard before Lori leaves. We advertised in the MMA's The Beacon and the State Accounting Association. We have received several applications from individuals of various expertise and experiences.
- There has been much discussion surrounding town property and cell tower placement. The only property we could currently use is Bolton Road (at the water tower) and this would require an RFP. No RFP has been issued and none have been approved to be issued and thus this property cannot currently be considered. The discussion of Hildreth property is more complicated in that it would first need Town Meeting approval to lease the property for a tower and then an RFP would need to be issued. In short neither property is currently available to be used for this purpose.
- We will be having a hearing for Carlson Orchards on December 1, 2020 and on December 15, 2020 the board will have before them license renewals for 2021.
- Town Report notice went out today and Julie has set Monday, January 25, 2021 as the deadline for getting annual reports to her.
- On a final note we will close at 3PM on the 25th and will be closed on the 26th (Thanksgiving Day) and Friday the 27th.

Transfer Station discussion

Stu Sklar worked with DPW Director Tim Kilhart to gather the necessary data. He also consulted with Mass Toss Director Tessa David. Sklar learned 65% of households in Harvard utilize the Transfer Station. He said based on the high usage he would advocate in support of the transfer station for fiscal22 while planning to bring the issue to town meeting next fall. David offered some ideas on ways to increase revenue such as promoting single stream recyclables when the market comes back or another container for the metal pile. Sklar will work with David to brainstorm innovative ideas possible to help with operating costs for the station. He said the ability for residents to purchase punch cards at the station using a swipe card system will help to catch any last minute needs. Sklar is not opposed to resurrecting the use of volunteers if it can help control costs. Sklar proposed mailing two stickers to each household with their tax bill, continue to charge a fee for the bags and roll the operation costs into the overall budget. His notion is if operating costs are not sustainable with the current system but a majority of town wants to maintain the station then include the operation costs in the overall budget. The board members discussed various options and agreed a fiscal vision for the transfer station is imminent.

Harvard Conservation Trust (HCT) restrictions on Cruft Lane

HCT trustee Tom Cotton explained the conservation restrictions have been certified by the Conservation Commission. Cotton assured the board the CR's are standard and is a substantial gift to the town. He asked the board to vote to accept the restrictions. By a roll call vote, Wallace – aye, Minar – aye, Maiore – aye, Sklar – aye, von Loesecke – aye, the board voted unanimously to accept conservation restrictions on Cruft Lane and easement from Margaret Nestler.

Select Board various budgets

Tim Bragan distributed the Select Board FY22 personnel and expenses.

By a roll call vote, Minar – aye, Maiore – aye, Wallace – aye, Sklar – aye, von Loesecke – aye, the board voted unanimously to go past 10:00pm to finish the budget review.

Bragan highlighted the following expense increases:

- Building Inspector/Facilities Maintenance salary due to the level of certifications.
- National Grid street light costs
- Building liability insurance coverage by adding the new school.

Bragan reviewed his top additional funding expenses and a prioritized list of cuts, if necessary.

The meeting adjourned at 10:15pm.

Documents referenced:

Oak Hill Rd pole petition request – dated 10.12.2020

Tax Classification – dated 11.17.2020

OSC report and revised charge – dated 11.17.2020

IAC recommendation – dated 11.17.2020

Bromfield House Committee interviews; volunteer forms: Burns dated 11.6.2020, Ference dated 10.30.2020, Ford dated 10.29.2020, Jennings dated 10.28.2020, Wirch dated 10.28.2020, Rodrigues dated 11.17.2020

Transfer Station spreadsheets – dated 11.17.2020

HCT conservation restriction – dated 11.17.2020

Harvard MVP Program Activities

Fall 2020

Community Resilience Working Group (CRWG) Members

Peter Kelly-Joseph, Chair
Ron Ostberg, Citizen
Patricia Natoli, Public Safety
Janet Waldron, Conservation Commission
Lucy Wallace, Select Board
Stacia Donahue, Planning Board
Christiane Turnheim, Agriculture Advisory Commission
Ellen Sachs Leicher, Energy Advisory Commission
Phoebe von Conta, Citizen
Abbe Alpert, Harvard Conservation Trust
Alexandra Cronin, Citizen

History of MVP in Harvard

- 2018: Established MVP Subcommittee; Received MVP Prioritization Grant
- 2019: Completed Prioritization Plan with Harriman Associates; Received state certification; MVP Subcommittee dissolved
- 2019: Created Community Resilience Working Group (Planning Board subcommittee) to continue MVP work; Applied for MVP Action Grant for Climate Action Plan
- 2020: Received reduced MVP Action Grant; Completed Agricultural Climate Action Plan and full Climate Action Plan resources and outline with Kim Lundgren Associates; Applied for regional MVP Action Grant with Bolton and Devens for Natural Climate Solutions project with BSC Group team
- Organized three (3) action teams to work on current projects, including:

HARVARD MVP PROGRAM ACTIVITIES

Fall 2020

- Apple Country Team
- Outreach and Communications Team
- Plan Development Team

Accomplishments

- 2019 Harvard MVP Prioritization Plan
- 2019 Harvard MVP Agricultural Prioritization Plan
- 2020 Harvard Agricultural Climate Action Plan
- Climate Action Plan Meeting in a Box Tools for Outreach
- Climate Action Plan Outline
- Climate Action Plan General Branding and Logo
- Climate Action Plan Agricultural Branding, Logo, Website, Brochure, Map

Future Actions

- Participation in Apple Country Nature Based Solutions project with Bolton and Devens estimated to be completed by June 2021.
- Develop comprehensive communications and outreach strategy and begin executing to educate the public and garner support for MVP and Climate Action Planning activities.
- Develop a Climate Action Plan outline, scope, and timeline for future topics.
- Continue to work with Select Board and other Town departments and boards to utilize the environmental review form for projects and actions.

Resources for Further Information

- Current CRWG Website: <https://www.harvard.ma.us/community-resiliency-working-group-0>
- Current Apple Country Project Website: <https://climateresilient.wixsite.com/applecountry>
- Original MVP Website: <https://www.harvard.ma.us/energy-advisory-committee/municipal-vulnerability-preparedness-sub-committee>

→ Contact Christopher Ryan at 978.456.4100.x323 or cryan@harvard.ma.us for more info.

Proposed Transportation Advisory Committee

A. Transportation Committee 'To do' list:

Active Now

- Help with public outreach and guidance for upcoming Ayer Road TIP project.
- Connect with Land Lines group re: bike routes thru Harvard to surrounding communities.
- Connect with Devens re: bicycle/pedestrian access at end of Old Mill Road.
- Connect with MART in trying to get on their routes for commuter needs
- Determine a park and ride location(s) and commuter rail shuttle.

Future Actions

- Work with MACP and/or MRPC, DPW to keep tabs on any upcoming transportation funding.
- Work with P&R and Conservation Commission (and Snowmobile club) to know where all the trails are and who is currently volunteering to do maintenance. Do these groups have a comprehensive trail guide? Who updates? Do they need help? Can groups combine for full mapping? Can it be digitized some way to an existing platform (trailforks or something else)?
- Work with School committee to determine if any funding from Safe Routes to School program is still available? Can transportation committee help?
- Search out any funding sources to help with transportation related projects around town.
- Help assist DPW with transportation related project messaging. Let people know what's coming up, where and when so re-paving is not as much of an issue.
- Help with Scenic Road bylaw? Or education about our designated scenic roads?

B. Prior Planning Board Discussions on Transportation

October 19, 2020

Transportation Advisory Committee

Conducted outreach to people from the committees and organizations who would be willing to serve on the Committee or support it and here are the results:

- Rich Maiore – Willing to participate
- Bruce Leicher – Wants to be a Committee member at large
- Neil Angus – Willing to serve in advisory role
- Ed Denmark – Is willing to take on an active role on the Commission. He will serve as the primary point of contact and will assign an alternate to step in if not available.
- Tim Kilhart – Suggests that he will serve in advisory role
- Beth Williams – Willing to serve as COA rep
- Dr. Linda Dwight – Willing to be primary but may also assign a designee as needed
- Craig Kilmer - Willing to serve in any capacity

- Scott Hayward – Willing to serve
- Kara Minar – Willing to serve on Committee

No response yet from Fire but got an answer from everyone else. Andrew at Fire previously expressed support and interest. Looking for the Planning Board to formally endorse the concept and seek a place on future SB agenda. We can also do this on Monday if you are comfortable. Even so, it will probably not get through the Select Board without several discussions.

June 1, 2020

Transportation

As previously noted, there are many projects and problems that require focused and coordinated attention and a transportation advisory committee made up of committee and staff could play this role. I've recommended attending the Littleton committee and see how they approach it and the kinds of projects that they discuss. In Harvard, this could be the group taking the lead on TIP projects, Complete Streets, park and ride lots, commuter rail shuttles, sidewalk and bike facilities, traffic, safety, the mobility needs of seniors, and quite a bit more. Often these projects overlap between differing constituencies and require coordination with other projects and areas.

Examples of communities that have transportation advisory committees include Arlington, Acton, Bedford, Lexington, Littleton, Natick, Dedham, Newton, Milford, Sharon, Winchester, Wakefield, Georgetown, Danvers.

September 30, 2019

Transportation – Still a recommended action. There is a great need to:

1. Be proactive with transportation *planning* versus transportation *programming*.
2. Charge with not only discussing current and planned projects and how they interrelate to other planning goals but think about a “system” and how it functions to minimize or reduce traffic, addresses safety issues.

August 5, 2019

Transportation

I still see merit at establishing a committee-like group to coordinate and comment on the various transportation initiatives that are in play now, are possibilities, and perhaps to plan for the future and think a little outside of the box. This could include identifying current challenges and problems and also anticipating problems and opportunities in the future. Look for member thoughts as to if this is a good idea and if so, should it be a subcommittee of ours or a standing Town committee.

June 17, 2019

Transportation

- *Park and Ride Lot and Commuter Rail Shuttle* - Discussion between potential development team, MassDOT Park and Ride Manager, MRPC Transit Planner, Planning Board Chair, and myself took place on Wednesday, June 5. Ball is in the court of the developer to determine their needs

related to a development and if/how zoning does not allow for what they need. On a broader note, we should consider an FAR of from 0.35 to 0.50 for a sewer project.

- *Complete Streets Sidewalks* – Met with Patricia Jennings to discuss how the sidewalk designs will impact the Congregational Church as the informal on-street parking spaces that the church relies on would be lost. TEC agreed to amend the design based on providing formal street spaces and also show how the grassy island could also accommodate parallel spaces on the driveway side.
- *Ayer Road TIP Project* – Met with Tim Kilhart, Mikel Bridges, Lou Russo, and Erin McBee related to the engineering of the project. Mr. Russo argued for any potential roundabout to be located at the entrance to the Bowers Brook commercial complex, stating that development across the street will necessitate some sort of traffic solution at this location. Bridges and Kilhart noted that the project extents do not reach down the corridor that far since the State jurisdiction line is located to the north of that driveway. Mr. Russo provided an engineered plan from 2004 that indicated that the jurisdiction line is shown below the driveway. I provided this plan to both TEC and DPW. It is not certain whether the project extents can include this additional area.

May 20, 2019

Discussion of Potential Transportation Committee

Good discussion at last Board meeting. In addition to responding to and coordinating the various transportation project proposals, other purposes for the Committee could include:

1. Brainstorm and conceptualize a future road and street system and transportation projects for the Town.
2. Coordinate disparate projects emanating from different agencies and groups.
3. Serve as point for transportation planning, keeping alive prior planning efforts such as the Village Center Transportation Plan and the transportation chapter of the 2016 Master Plan.

May 6, 2019

Discuss Potential Transportation Committee

I had previously recommended to the Town Administrator that we create such an animal because we had several things occurring simultaneously and I thought a Committee would be a good animal to coordinate separate projects that had some small or greater connection to each other. While TA denied this request, I still think it has some merit for coordinating and also future planning. For example, we may want to propose a secondary road network in the vicinity of Ayer Road.

Possible appointees could include: Me, DPW Director, Select Board Member, Planning Board member, if an EDC is formed one of them, School Committee member, School Superintendent, Town Administrator.

Harvard Transportation Advisory Committee (TAC)

Draft 5 – August 3, 2020

Intent, Purpose, and Authority

There shall be so created a standing Transportation Advisory Committee, members which shall be appointed by the Select Board for the purpose of carrying out the responsibilities of Chapter C of the Town Bylaws; a primary responsibility of the Planning Board to make careful studies of the resources, possibilities and needs of the town; and other duties and responsibilities of town boards, committees, and line departments, as may be applicable.

Mission

Harvard Transportation Advisory Committee (TAC) shall meet to discuss issues and concerns related to transportation matters and initiatives in the town and neighboring communities. The TAC shall establish collective goals and priorities for improving all means of transportation in the town consistent with the vision and goals of the 2016 Harvard Master Plan. The TAC would invite input from other boards and committees and the general public to ensure that the Council is truly representative of the interests of the people of Harvard. The TAC shall annually present their goals and recommendations to the Planning Board and Select Board and would publish their recommendations in a report for Annual Town Meeting. Additional meetings may be called to respond to transportation issues as they arise. Membership shall comprise of four (4) at-large members and one member each from the select board, planning board, school committee, and council on aging.

Organization

Members shall be appointed by a majority vote of the Select Board, typically at the June Strategic Planning Session but also at any other time as deemed appropriate by the Board. Members serve for three (3) year terms, at the discretion of the Planning Board. There are no term limits, and members can be any qualified resident of the Town of Harvard. At establishment, there shall be ten (10) members, comprised of the following:

1. Director of Community and Economic Development (Committee administrator)
2. One (1) member of the Planning Board
3. One (1) member of the Select Board
4. One (1) member of the Council on Aging
5. One (1) member of the School Committee
6. One (1) at-large member representing bicycle and/or trails advocacy
7. One (1) at-large member representing business community
8. Three (3) at-large members Harvard residents

The Committee may also seek consultation and advisement from other boards, committees, and agencies as they may be necessary including but not limited to:

1. Director of the Department of Public Works or designee
2. Police Chief or designee
3. Fire Chief or designee
4. MRPC Transportation Planning and/or Trails (MRTC) Representative

5. Devens Enterprise Commission Representative
6. Landline Trail Group

The Committee shall elect officers from members 2-5 which shall include a Chair, Vice-Chair, and a Clerk.

Committee Charge

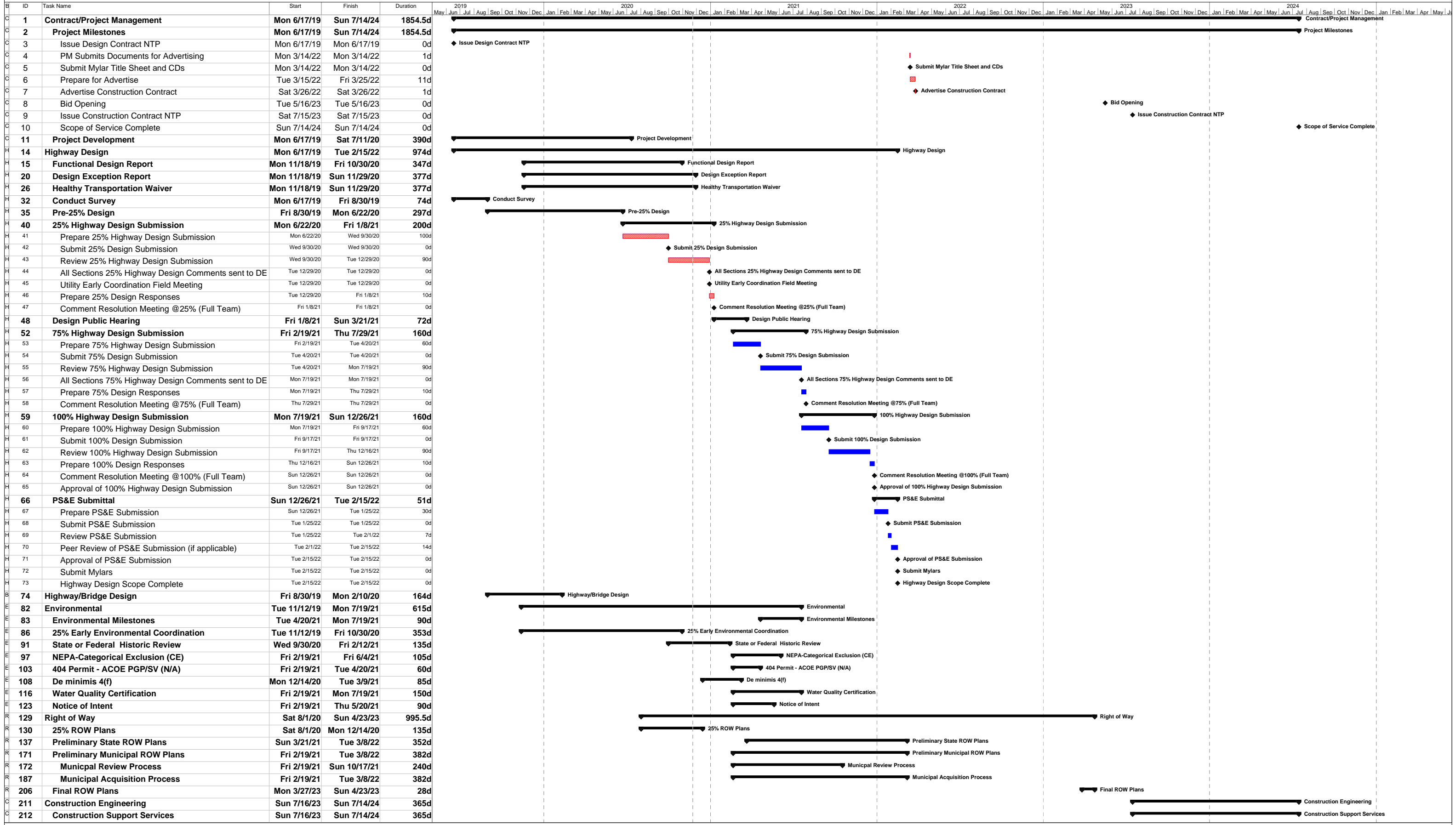
The Transportation Advisory Committee shall coordinate all transportation-related projects, issues, and questions as may arise that are within or may impact the Town of Harvard. Specific responsibilities also may include:

- Serves as the entity that formulates future transportation system planning taking into consideration projections for population, housing, and commercial growth; regional projections and trends; and other factors that can influence travel behavior and needs.
- Acts as liaison on issues, policies, and plans of regional and local interest considered by the Montachusett Joint Transportation Committee (MJTC) of the Montachusett Metropolitan Planning Organization (MMPO) including the Transportation Improvement Plan (TIP), Unified Planning Work Plan (UPWP), Long Range Transportation Plan (LRTP), Public Participation Plan (PPP), and Regional Transportation Plan (RTP).
- Considers issues, policies, and plans of the Massachusetts Department of Transportation (MassDOT) and liaises with MassDOT on current or proposed projects of a regional or local connection.
- Determines and recommends to the Planning Board the local transportation project priorities to be incorporated into the plans and programs of the MPO through the MJTC.
- Determines and recommends to the Planning Board and Select Board the transportation projects that should be considered to address local needs and priorities as may be expressed in local plans and policies including but not limited to the Master Plan, Town Center Action Plan, and Town Center Transportation Study Report.
- Determines and recommends to the Planning Board and Select Board the grants that should be sought to address the transportation priorities and projects.
- Recommends changes in the town street and road system to address traffic, safety, and other transportation priorities.
- Acts as liaison with the MassDOT concerning projects included in the State Transportation Improvement Program (STIP).
- Provides a public forum for transportation-related projects in Harvard, and coordinates between projects and interests in cases where separate projects may impact each other or require joint planning due to interconnectivity.
- Plan for a balanced and equitable transportation system serving the needs to all residents and seeking to integrate all modes servicing the community.
- For projects that may impact a specific area of Town, the Committee shall specifically take steps to engage in outreach with the residents of the area.

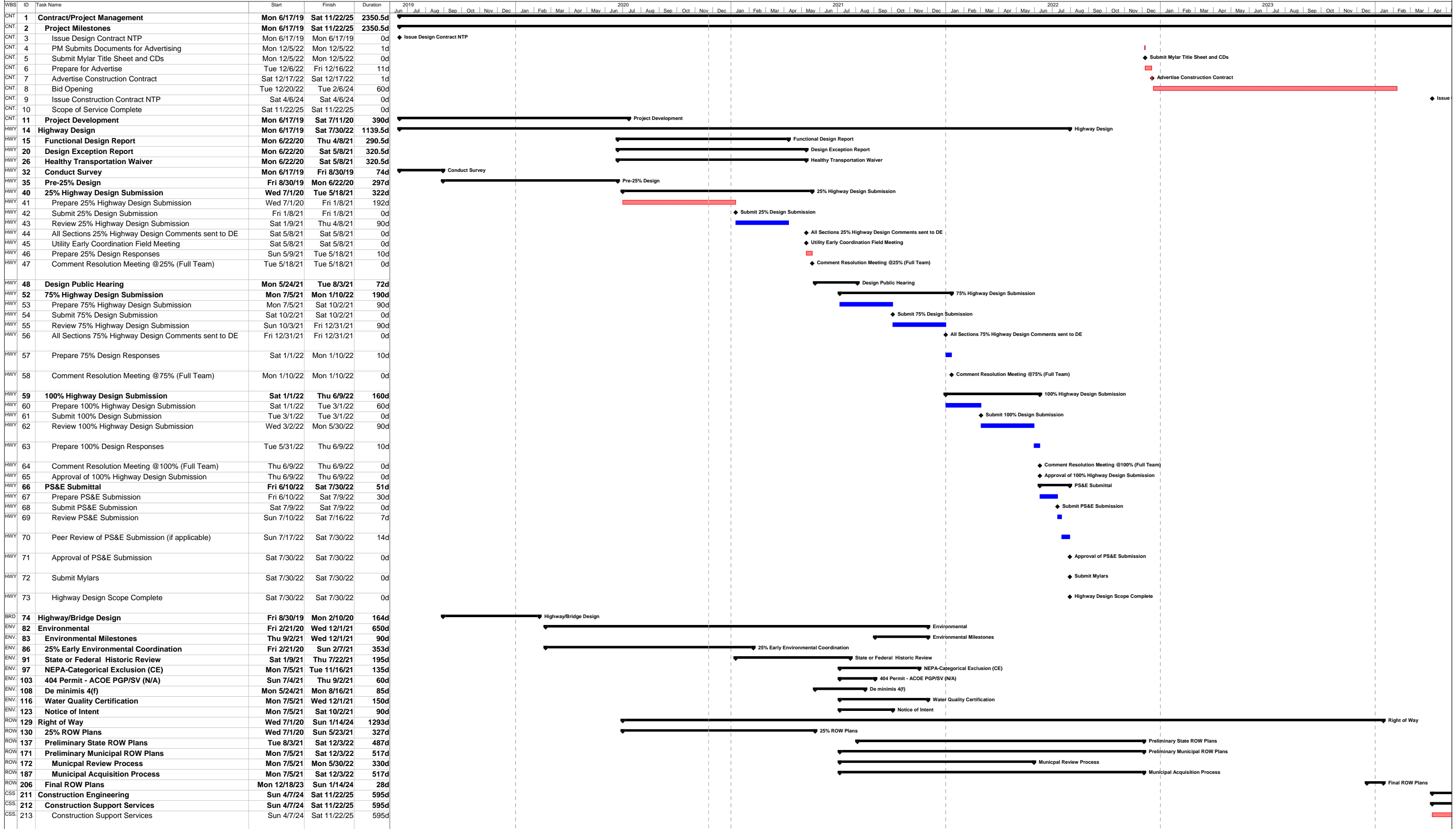
Committee Meetings Date/Time

1. Meetings of the Transportation Advisory Committee are open to the public and subject to the Massachusetts Open Meeting Law MGL Chapter 30A, §§18-25.
2. The Transportation Advisory Committee meets **quarterly** and may convene special meetings as may be needed.
3. Committee meetings shall be held (date, time, place) as to be determined by the Committee. Agendas shall be available at Town Hall and are posted to the Town website ~~by 5:00 p.m.~~ 48 hours prior to the meeting date.
4. The Transportation Advisory Committee provides a summary of action in the Annual Town Report and may provide a report to Town Meeting as necessary.

Massachusetts Department of Transportation
609213 Ayer Road - Harvard
June 22, 2020



Massachusetts Department of Transportation
609213 Ayer Road - Harvard
November 23, 2020



MassDevelopment Board Meeting October 8, 2020

My name is Victor Normand. I have been a resident of Harvard for more than 30 years and I am a former MassDevelopment employee at Devens.

Currently I am Chair of the Harvard/Devens Jurisdiction Committee in Harvard and Co-Chair along with Jessica Strunkin of the Devens Jurisdiction Framework Committee. I am here with Selectperson Kara Minar representing the Town of Harvard.

I would like to take my time here today to talk about permanent government at Devens as we move toward the targeted completion date of 2033, and to express my thanks and appreciation to the Board, its President and CEO Lauren Liss and especially Devens Executive Vice President Jessica Strunkin for their commitment to the on going quest for permanent political jurisdiction and government at Devens. I'm sure my sentiments here are also shared by many of the residents of Ayer, Harvard, Shirley and Devens.

It doesn't seem like that long ago that many of us gathered at the Devens Conference Center to celebrate the extraordinary successes of the Devens redevelopment project on its 20th anniversary. In less than 3 years time we may gather again, this time, it will be to acknowledge 30 years of progress. So, when it comes to determining the ultimate political and governmental future of Devens, time is clearly of the essence.

Two years ago voters in the town of Harvard, by referendum expressed their continued interest in the future of Devens and asked the Select Board to analyze the consequences of resuming jurisdiction over its portion of the former Army Base. That vote led to the formation of the Harvard Devens Jurisdiction Committee,

MassDevelopment Board Meeting October 8, 2020

the Select Board's reaching out to their counterparts in Ayer, Shirley, the Devens residential community, as well as MassDevelopment and the DEC, and, subsequently, to the formation of the more broadly based Devens Jurisdiction Framework Committee which meets here on Devens. Though paused now until March in deference to covid 19 impacts, the DJFC has begun work to organize a way forward toward permanent government that includes full participation of all stakeholders.

For those of us with a long history at Devens going back to the adoption of the Reuse Plan in 1993, the complexity of political jurisdiction and the permanent government is evident. A summary of the major milestones would include:

Gathering all stakeholders together (this is now ongoing) Agreeing on the way forward through an MoA among the parties Drafting an RFP for major consultant services Hiring a consultant Working with the consultant and stakeholders Reaching consensus on permanent local governance Crafting an implementation plan, and Implementation of that plan.

Ascribing a timeline to these tasks and other tasks yet to be identified will easily take us to the targeted legislative completion date for the project of 2033.

Getting the endgame of the Devens redevelopment project right has extraordinary consequences for the Towns of Ayer, Harvard and Shirley, the residents and businesses at Devens, and the Commonwealth. Keeping all parties engaged will be a challenge. Finally, I will say that the spirit of collaboration shown presently

MassDevelopment Board Meeting October 8, 2020

by the stakeholders and especially MassDevelopment's active and continuing leadership in this endeavor is very encouraging.

Thank you.

If time allows, I will take any questions you may have.

Timeline Harvard-Devens Jurisdiction Committee

2015-2016 Master Plan	Burns & McDonnell studies: “Devens Impact Evaluation & Recommendations” and “Economic and Financial Findings.”
April 2017	Non-Binding Ballot Question passed at Town Elections
July 2018	Formation of the 9 member Harvard Devens Jurisdiction Committee (HDJC)
August 2018	HDJC - Memo to Departments and Boards seeking input on areas of concern
September 2018	HDJC - Informed Ayer and Shirely Boards of Selectmen and MassDevelopment of Town Referendum and formation of HDJC
September 2018	HDJC - Meetings with State Senator and Representatives
January 2019	HDJC - Request for Assistance from MassDevelopment
February 2019	MassDevelopment Response
August 2019	Form of the Devens Jurisdiction Framework Committee (DJFC)
October 2019	DJFC - "Sixth Stakeholder" seats to be added to
January 2020	DJCF – RFQ discussion
February 2020	DJFC - begins review of draft Memorandum of Agreement (MOA)
August 2020	DJFC – Pause until March 2021
September 2020	MassDevelopment Board Meeting at Devens with Comments from the HDJC
October 2020	HDJC - Continues to Meet monthly focusing on 3 major elements of MOA: goals & objectives; funding; and consensus.

STABLE PERMIT REMINDER

Do you keep barn animals (e.g. horses, ponies, donkeys, cattle, sheep, goats, llamas, alpacas, or swine)? MA General Law Ch. 111, Sec.155, requires the Board of Health to issue Stable Permits. A permit is not required for chickens or other fowl.



The Board of Health asks those with barn animals to fill out a free Stable permit application each year. The application is available in the Board of Health office or on the website at: www.harvard.ma.us/board-health/pages/animals and select “Stable permit application.”

Applications should be submitted by Feb. 28, 2021.

Please contact the Board of Health at boh@harvard.ma.us or 978-456-4100 x328 with questions.