



Posted 7.14.2022 at 4:00pm by JAD

**SELECT BOARD
AGENDA
Tuesday, July 19, 2022
7:00pm**

Rich Maiore, Erin McBee, Kara McGuire Minar, Don Ludwig, Charles Oliver

The Select Board Regular Meeting is being held virtually in accordance with legislation S. 2475, an act relative to extending certain COVID-19 measures adopted during the Covid Pandemic state of emergency. Interested individuals can listen in and participate by phone and/or online by following the link and phone # below.

If the legislature does not approve the continuance of remote meetings prior to the date and time of the meeting then this meeting will be hybrid (this means it will be remote with a quorum of the board meeting in the main meeting room at Town Hall, 13 Ayer Road, Harvard, MA.

UpperTH ProWebinar is inviting you to a scheduled Zoom meeting.

Time: Jul 19, 2022 07:00 PM Eastern Time (US and Canada)

Join Zoom Meeting:

<https://us02web.zoom.us/j/81596552100?pwd=c201dnRaNngzUnFhWGZOb09CaERtQT09>

Meeting ID: 815 9655 2100

Passcode: 717074

Find your local number: <https://us02web.zoom.us/u/kiFGqXSd>

+1 253 215 8782 US

One tap mobile

+1 301 715 8592 US

+13126266799,,123906012# US (Chicago)

+19294362866,,12390012# US (New York)

AGENDA ITEMS

- 1) Call meeting to order – Chair Rich Maiore
- 2) Meet with the Town Clerk on election advisory items; assignment of police officers & early voting hours and her request for appointment of election officials (7:00)
- 3) Bikes not Bombs special event request (7:10)
- 4) Meet with MassDevelopment and Devens Enterprise Commission representatives to discuss legislation to eliminate the Devens Commercial Development Cap (7:20)
- 5) Public Communication (7:55)
- 6) Approve minutes 6/21 & 7/7 Strategic Planning Session (8:00)
- 7) Staff Report/Updates (8:05)
- 8) Action/Discussion items: (8:35)
 - a) Recognition of long-standing volunteers who have stepped down:
Wendy Sission, Conservation Commission & Ann Taylor, Elderly & Disabled Taxation Aid Com
 - b) Thank you to the Fourth of July Committee and long-standing chair Anne Hentz
 - c) Appointments to the Harvard Devens Framework Committee
 - d) Appointment correction for Robert Curran (Cable Committee) from 1 year to 3 year term
 - e) Act on Eagle Scout proclamation
 - f) Cell tower next steps
 - g) Discuss and finalize FY23 goals
 - o Field memo follow-up from strategic planning session
- 9) Select Board Reports
- 10) Executive Session: per MGL Ch. 30A, s. 21(a)1: To discuss the physical condition of an employee. The Select Board will reconvene into open session only to adjourn.

Next Regular Select Board Meeting - Tuesday, August 9, 2022 @ 7:00pm



The Commonwealth of Massachusetts

William Francis Galvin, Secretary of the Commonwealth
Elections Division

Election Advisory #22-01

Changes to State Election Laws

June 23, 2022

The purpose of this Advisory is to familiarize local election officials with changes to state election laws that will impact the 2022 State Primaries and State Election, as well as upcoming local elections.

This Advisory includes a first-glance summary of changes that will directly affect how you, as a local election official, will carry out your duties. Additional information and specifics will be provided in the coming weeks and months, as different aspects of the new law go into effect and as new regulations are promulgated.

The VOTES Act

On June 22, 2022, an election reform law titled “The VOTES Act” was signed into law. Among other things, the VOTES Act makes several of the temporary changes from the pandemic permanent, so many of these policies and procedures will be familiar to those of you administering elections in 2020. The new law also makes the absentee voting process and early voting by mail processes consistent.

Voter Registration Deadlines

Beginning July 22, 2022, the voter registration deadline for all elections and town meetings will be 10 calendar days before the date of the meeting or election.

Local election officials will still be required to hold in-person registration sessions on the last day to register to vote, which for any Tuesday election will now be a Saturday, but the registration session will end at 5 p.m. instead of 8 p.m.

For cities and towns with more than 1,500 voters, the registration session must be held from 9 a.m. until 5 p.m. For towns with fewer than 1,500 voters, the registration session must be held from 9 a.m. until 11 a.m. and from 3 p.m. until 5 p.m.

Poll Worker Appointments

Effectively immediately, there is additional flexibility for the appointment of poll workers.

If, six weeks before an election, it is determined that there are not enough election officers appointed, the appointing authority (board of selectmen, city council, board of election commissioners) may appoint poll workers without regard to political party affiliation, voter registration status, residence, or inclusion on a list from a local party committee.

If, three weeks before an election, there are still not enough poll workers appointed, the clerk will be able to fill vacancies by appointing any competent person, without regard to party, residence, or a list from a local party committee.

Further, you now have the option to eliminate the use of a check-out table if you choose to do so. If you do not use a check-out table, however, you must still have a poll worker stationed at the ballot box.

If poll workers are appointed without regard to party affiliation, the inspectors at the check-in table (and check-out, if used) cannot be of the same political party. If poll workers are appointed from lists from the parties, the inspectors must be of different political parties.

Police Officer Assignments

Effective immediately, the law regarding assignment of police officers at polling places is amended to require the board of selectmen, town council, or city council to assign police officers and constables to polling places. Previously, this was the responsibility of the chief of police.

Since this change is taking effect before the primaries, you will need to communicate with your selectmen or council to make sure they detail officers at a summer meeting before September.

Vote by Mail

Effective immediately, early voting by mail must be available for all state elections, state primaries, and presidential primaries.

Early voting by mail is also required for all local elections and preliminaries, unless the city or town opts out. In order to opt out of Vote by Mail for a local election, the selectmen, city council, or town council must hold a public hearing and public roll call vote to NOT allow Vote by Mail no later than 45 days before the date of the election. Cities and towns cannot opt out of Vote by Mail for a local election if the election is happening on the same day as a state election, state primary, or presidential primary.

Applications

As in 2020, the Elections Division will be mailing Vote by Mail applications at least 45 days before every regular state primary, state election, and presidential primary. The applications will be sent to everyone registered to vote by the 60th day before the election who has not

already applied for a ballot. The applications will be pre-addressed to the local election office and postage pre-paid.

Unlike previous years, family members are now allowed to request an early Vote by Mail ballot on a voter's behalf, as they currently can with absentee ballots. Similarly, family members are now permitted to return an early Vote by Mail ballot for the voter as well.

Applications to Vote by Mail must be posted every city and town website, as well as on the Secretary of the Commonwealth's website.

Any form of written communication requesting a ballot is sufficient. Applications may be signed electronically, as long as the signature is written in substantially the same manner as a hand-written signature.

Effective immediately, you are required to include Vote by Mail applications with all acknowledgement notices sent to any new voter or anyone who has changed their address. Note that unlike 2020, these applications must be sent all year round, and not only to voters who register or move after the statewide application mailing has been sent.

Online Portals

The Elections Division will also be required to establish an online ballot request portal for voters to use to request their ballots online. The law states that a wet signature cannot be required for this portal. Additional information on the portal will be provided after the Secretary's Information Technology Division is able to examine the requirements in the law.

A portal for UOCAVA voters to request their ballots and submit ballots electronically will also be required, though that part of the law does not go into effect this year. More information on that will be provided after the 2022 elections.

Application Deadlines

The deadline to receive a request for any ballot (early or absentee) to be mailed is now 5 business days before the election. A business day is any weekday that is not a legal holiday, so this will typically fall one week before Election Day.

For the September 6th State Primary, because Labor Day is not a business day, the deadline for you to receive vote by mail applications is 5 p.m. Monday, August 29th.

For the November 8th State Election, the deadline for you to receive vote by mail applications is 5 p.m. Tuesday, November 1st.

No ballots can be mailed to any voter whose application has not been received by 5 p.m. on the 5th business day before the election. Remember, however, that in-person early voting is still available until the Friday before the election for applicable elections and in-person absentee voting is still available until noon on the day before the election (if that day isn't a holiday).

Additionally, voters admitted to a health care facility after 12pm on the 7th day before the election can request a hand-delivered absentee ballot up until the close of polls.

Accessible Vote by Mail

Effective immediately, voters who have a disability which prevents them from being able to independently mark a paper ballot are allowed to request a reasonable accommodation. Additional information on accessible voting by mail will be forthcoming.

Ballot Envelopes

Return ballot envelopes (AV-8s) for state primaries, state elections, and presidential primaries are now pre-addressed and postage pre-paid.

This means that any AV-8 return ballot envelopes provided by this office need to be printed specifically for your community. It will be very important for you to be aware of your inventory and provide as much notice as possible to the Elections Division if you are running low.

Ballot Return

For most elections, all ballots will still have to be returned by close of polls on Election Day. Beginning with the 2022 State Election, ballots will be able to arrive up to 3 days after Election Day for biennial state elections only. This means that ballots mailed from inside the country can be counted if they are postmarked by Election Day and received by 5 p.m. on the Friday after Election Day. Again, this is only for biennial state elections, which are the November federal elections held in even-numbered years.

This year, because the Friday after the election is a holiday, the deadline for ballots to be received is 5 p.m. on Saturday, November 12th. We realize this deadline creates logistical issues and we are in the process of exploring our options. More information will be provided as soon as we have it.

Ballots returned by hand, to a drop box, or electronically still need to be received by your office by close of polls on Election Day for all elections.

Ballot Processing

Similar to 2020, you now have the option of advance removing ballots from their envelopes and advance depositing ballots into the tabulator or ballot box ahead of Election Day. All ballot removal and depositing before Election Day will still need to happen in public sessions. The Elections Division will be issuing regulations, likely similar to those used in 2020, on advance processing and more information will be provided when that happens.

Deceased Voters

Since ballots will begin to be processed before Election Day, the law prohibiting counting the ballot of anyone who dies before Election Day has been repealed. A voter's ballot can be counted as long as the voter was alive when it was cast, which means as of the postmark date or when it was hand-delivered or deposited into a drop box.

In-Person Early Voting

In-person early voting must now be offered for all regular state primaries, state elections, and presidential primaries. It must also be offered for special elections and primaries to fill vacancies for U.S. Senate or Congress. In-person early voting must also be held for any municipal elections being held on the same day as one of the above listed elections.

In-Person Early Voting Dates

In-person early voting for biennial state elections must be held from the 17th day through the 4th day before the election. In 2022, the early voting period for the November 8th State Election will begin on Saturday, October 22nd and end on Friday, November 4th.

Early voting for state and presidential primaries will begin on the 10th day before the primary and end on the 4th day before the primary. Early voting for the September 6th State Primary will begin on Saturday, August 27th (the same day as the voter registration deadline) and end on Friday, September 2nd.

In-Person Early Voting Hours

The requirements for early voting hours have changed to require weekend hours and set standards for weekday hours. Please note that these are minimum hours and you can always increase the in-person early voting hours.

On weekends, the number of hours you must be open depends on the number of registered voters in your community. The required minimum hours for weekends are:

Number of Voters	Required Weekend Early Voting Hours
0 - 4,999	At least 1 day per weekend At least 2 hours each day you are open At least 4 hours total each weekend
5,000 – 24,999	At least 1 day per weekend At least 3 hours per day you are open At least 6 hours total each weekend
25,000 – 39,999	At least 4 hours each weekend day
40,000 – 74,999	At least 6 hours each weekend day
75,000+	At least 8 hours each weekend day

For weekdays, the required minimum early voting hours will vary depending on the size of your community and at what point it is during the in-person early voting period. By default, the early voting hours are during your regular business hours; however, your city council, board of selectmen, or town council may have the option to limit early voting hours on certain days, if your community is small enough.

The required weekday early voting hours are:

Number of Voters	Required Weekday Early Voting Hours
0 - 4,999	At least 25% of regular business hours
5,000 – 39,999	Primary: Regular business hours State Election: Week 1: at least 50% of regular business hours Week 2: Regular business hours
40,000+	During your regular business hours

In order to limit your early voting hours, your board of selectmen, city council, or town council will need to vote to do so at a public meeting held no later than 20 days before early voting begins. For the November 8, 2022 State Election, the deadline to take that vote is Sunday, October 2, 2022.

Early Voting Locations

Minor changes have been made to the law regarding the designation of early voting sites. As has been the case previously, your local election office is the default early voting site in your community. If your office is determined to be unsuitable or inaccessible, the registrars must vote to hold early voting in a different location. You can also designate additional early voting locations, which must also be accessible.

When assigning early voting sites, your city or town must now consider, to the extent feasible, diverse geographic locations and whether the sites would have an impact on access to the polls on the basis of race, national origin, disability, income, or age. Unlike the assignment of polling places in 2020, no written report on the impact of the early voting locations is required.

Your early voting sites must be designated no later than 2 weeks before early voting begins.

Notice Requirements

You will also need to publish notice of the locations and schedule for early voting at least 5 business days before early voting begins and at least once during the early voting period.

Notice must be posted: in your office or on the city/town bulletin board; in any other public building considered necessary; on the city/town’s website; and on the Secretary’s website. Remember, you need to enter your hours and locations into VRIS (or notify the Elections Division by email, if that VRIS screen is locked) for them to be posted on our website.

The deadlines for early voting posting for 2022 are:

State Primary

Designate Early Voting sites & schedule: Saturday, August 13, 2022

Post 1st Notice: Monday, August 22, 2022

Post 2nd Notice: August 27 – September 2

State Election

Designate Early Voting sites & schedule: Saturday, October 8, 2022

Post 1st Notice: Monday, October 17, 2022

Post 2nd Notice: October 22 – November 4

Local Elections

For local elections, cities and towns may choose to have in-person early voting. To opt-in to early voting for local elections, at least two registrars need to recommend it, and the board of selectmen, town council, or city council must then vote to authorize in-person early voting.

The vote to opt-in to early voting must take place no later than 5 days before early voting would begin, and must include the early voting schedule. Early voting can begin no earlier than the 17th day before the election or preliminary and can end no later than 2 business days before the election. Early voting for local elections default to your usual business hours, unless the vote specifies otherwise.

Sites for early voting for local elections will be designated by the clerk. The location(s) and early voting schedule must be posted no less than 48 weekday hours before early voting begins.

150 Foot Rule

Beginning with early voting for the September 6th State Primary, the 150 foot rule prohibiting campaigning around polling places will be extended to early voting sites as well. This means that there shall be no campaigning for or against a candidate or question on the ballot for that election within 150 feet of the entrance to the early voting site during voting hours. Signature gathering of any kind will also be prohibited during the voting hours.

Jail-Based Voting

While voters who are incarcerated for a reason other than a felony conviction can already vote by absentee ballot, the new law contains provisions to make voting easier for those who are incarcerated, including adding requirements to correctional facilities to distribute information. Changes to jail-based voting take effect at the beginning of 2023 and more information will be provided after the 2022 elections.

Automatic Voter Registration

Beginning on January 1, 2023, applicants at the RMV will no longer have the option to opt out of automatic voter registration. Instead, the RMV will be required to transmit the names and

addresses of all ***eligible citizen*** applicants to local election officials for voter registration purposes.

Applicants who are automatically registered to vote will now be allowed to decline registration only after receiving the acknowledgment notice you send to them.

Party	Last Name	First Name
D	Alpert	Abbe
D	Bagdonas	Meg
D	Ball	Audrey
D	Blackwell	Sydney
D	Bradley	Dennis
D	Helhowski	Joanne
D	Kaegebein	Debbie
D	Kemp	Barbara
D	Lucey	Kate
D	Schmidt	Joe
D	Sevigny	Marc

Party	Last Name	First Name
R	Cronin	Nancy
R	Cronin	Steven
R	DeZutter	James
R	Jarvis	Mary
R	Maiore	Frances
R	Wilhelm	Janet

Party	Last Name	First Name
U	Barber	Duane
U	Browse	Cary
U	Chernoff	Anton
U	Chernoff	Peggy
U	Dagdigian	Lisa
U	Holcomb	Susan
U	Nigzus	Steve
U	Reedich	Susan



TOWN OF HARVARD Special Event Permit Application

Applicant and Sponsoring Organization Information

Name of Organization / Sponsor: Bikes Not Bombs Non-Profit Profit

Applicant name: Julia Karr Tax ID #: 043138753

Address: 284 Amory St City: Jamaica Plain State: MA Zip: 02130

Daytime Phone: 617-362-9628 Evening Phone: _____ Cell Phone: 734-780-1739

E Mail: julia@bikesnotbombs.org Web Site: bikesnotbombs.org

Event Site Manager: Julia Karr, Development Associate Cell Phone: 734-780-1739

Other Contact person/s: Angela Phinney, Director of Development Cell Phone: 617-519-6189

Special Event Information - Complete all data as required for event of any size.

Type of Event: Run/Walk Rally Parade School Fair Concert Carnival Filming
 Street Fair Street Fair Other

Event Title: Bikes Not Bombs' 35th Annual Bike-A-Thon

Event Date & Time(s): 9:00am to 1:00pm Sept 11, 2022 Estimated Attendance: # 75-100

Open to the Public: Yes No Admission Fee: \$ _____

Location: Riders will use roads in Harvard for our 100 mile route, which can be found here:

Set Up Date/Time & Description: 8:30 to 9:00am set up for rest stop at Fruitlands Museum

Breakdown Date /Time & Description: 12:30 to 1:00pm breakdown for rest stop at Fruitlands Museum

Event Details

Please indicate whether the following items pertain to your event.

YES	NO	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Food Concession and/or Food Preparation Area (s)
<input type="checkbox"/>	<input checked="" type="checkbox"/>	First Aid Facility (ies) and Ambulance (s).
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Will you set up table(s) and/or chair(s)? How many? <u>Two tables and four chairs at Fruitlands</u>
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Fencing, Barrier(s) and/or Barricade(s), Traffic Cones.
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Does your event require electricity? Source: _____
<input type="checkbox"/>	<input type="checkbox"/>	Will you be holding a raffle at your event? Describe: _____
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Booth(s), Exhibit(s), Display(s) and/or Enclosure(s).
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Canopy (ies) and or Tent(s). Please describe dimensions: <u>One 10x10 ft tent at Fruitlands Museum</u>
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Scaffolding, Bleacher(s), Platform(s), Grandstand(s) or related structure(s).
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Vehicle(s) and/or Trailer(s).
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Sleeping Trailer(s) and/or other accommodations.
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Trash Container(s) and/or Dumpster(s).
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Portable Toilet(s). If yes, please indicate the company providing units: <u>A Best Enterprises</u>
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Entertainment. Please describe: _____
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Amusement Rides. Please List and describe: _____
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Banner(s) and/or Sign(s).
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Street Closure(s) Please list: _____
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Will the event be advertised? How? <u>Flyers around Boston area</u>
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Please note you cannot advertise your event before approval.
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Sponsorship/Vending or Promotional Activity? Please Describe: _____
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Will your event have animals? If yes, specify: _____
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Will your event require lights? If so, specify hours: _____

Other Permits

Please note that all components of the event are subject to approval by the Town Administrator's Office and may also require approval by and/or permit(s) from other Town agencies and departments. It is the responsibility of the applicant to secure all necessary Town of Harvard permits, and to submit and payment required for permits.

Insurance Requirements

Evidence of Insurance will be required before final permit approval. Please provide a Certificate of insurance, which shows a minimum of \$1,000,000.00 in Commercial General Liability Insurance and a Policy Endorsement, which indemnifies and holds harmless the Town of Harvard, and all of its agencies and departments. Some events may require a higher limit of insurance. Applicant must list the aforementioned parties as additional insured on their Certificate of Insurance. Each event is evaluated on its risk exposure. Any and all damages resulting from the event are the responsibility of the applicant and the applicant will work through designated staff to determine the most appropriate means for repair. The Town of Harvard is not responsible for any accidents or damages to persons or property resulting from the issuance of this permit.

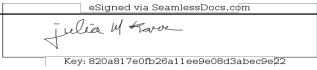
Affidavit of Applicant

My signature below indicates that everything I have stated in this application is correct to the best of my knowledge. I have read, understand and agree to abide by the policies, rules and regulations of the Town of Harvard as they pertain to the requested usage. The permit, if granted is not transferable and is revocable at any time at the absolute discretion of the Town of Harvard's Town Administrator (or designee). All programs and facilities of the Town of Harvard are open to all citizens regardless of race, sex, age, color, religion, national origin or disability.

Julia Karr

Name of Applicant: _____ (Please print)

Signature of Applicant: _____ Date: 06/23/2022



THIS SECTION FOR TOWN USE ONLY

***The following is required by your organization to insure the safety and health of all participating in this event:**

Note: You do not need to contact the departments below if it is not required.

YES

NO

Police Detail - estimated cost-\$_____per/day. Days Required_____(Contact Police)

Comments: _____

Fire / Ambulance Detail – estimated cost - \$_____per/day. Days Required_____(Contact Fire)

Comments: _____

Trash removal - \$_____per/day. Days required_____(Contact DPW -Parks)

Portable toilets - Number required_____. Fees paid directly to company of your choice. All toilets must be serviced each evening. Placement and servicing coordinated in cooperation with the Park & Recreation Commission or DPW.

Extra waste containers - \$20.00 per day (10). Days Required_____(Contact DPW -Parks)

Temporary Food Permit – (Contact Board of Health)

Raffle Permit/License - (Contact Town Clerk's Office)

Fire Dept. - 977 -456-3648* Police Dept. – 978-456-8276 * Health Dept. – 978-456-4100 ext. 328 *

Town Clerks Office – 978-456-4100 ext. 316 * DPW Dept. – 978-456-4130

Park & Recreation Commission – visit website for contact information – harvardparkandrec.org

Town Department Use Only Approvals and Notifications

Insurance Certificate Received: YES – Date: _____ NO

Park & Rec Commission: Approved _____ Town Clerk's Office Approved _____

Town Administrator's Office: Approved _____ Police Department: Approved _____

Fire Department: Approved _____ Health Division: Approved _____



BIKES NOT BOMBS

Using the bicycle as a vehicle for social change

284 AMORY STREET • JAMAICA PLAIN, MA 02130
BIKESNOTBOMBS.ORG • 617.522.0222

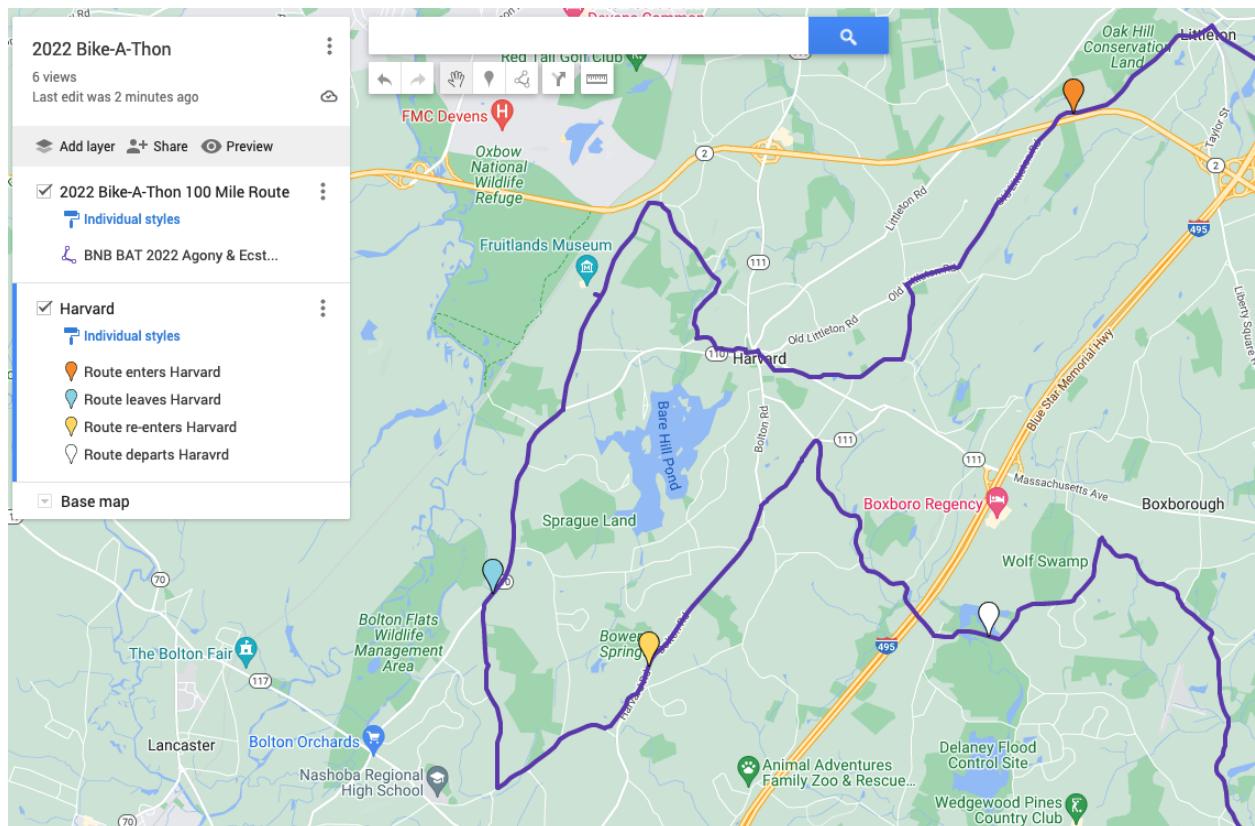
VIA E-MAIL to jdoucet@harvard-ma.gov

July 11th 2022

Julie Doucet
Town Administrator's Office
13 Ayer Road
Harvard, MA 01451

Dear Ms. Doucet,

Please find the attached map of our Bike-A-Thon route through the Town of Harvard:



Additionally, you can view an interactive map of the route in detail here:
<https://ridewithgps.com/routes/39082974>

Below is an outline of our route through Harvard:

100 Mile route (outbound from Littleton to Bolton)

- Enter Harvard on Old Littleton Rd.
- Turn left on Pinnacle Rd.
- Turn right on Oak Hill Rd.
- Bear left onto Old Boston Turnpike Rd.
- Continue on Fairbank St.
- Turn left on Old Littleton Rd.
- Turn right on Elm St.
- Turn left on Lovers Ln.
- Turn right on Under Pin Hill Rd.
- Bear left on Depot Rd.
- Turn left on Prospect Hill Rd.
- Rest Stop for riders at the **Fruitlands Museum**, 102 Prospect Hill Rd;
- Exit Fruitlands Museum, turn right onto Prospect Hill Rd;
- Turn right on Still River Rd. and exit Harvard.

(inbound from Bolton towards Boxborough)

- Enter Harvard on Bolton Rd.
- Right onto Slough Rd.
- Right onto Glover Rd.
- Continue onto Stow Rd.
- Left on Edridge Rd. and exit Harvard.

Riders will start to trickle into Harvard at around 9:00am. We expect our very last riders will have exited Harvard by 2:00pm. The riders will be quite staggered throughout the day.

If there are any questions at all, please just be in touch with me. Many thanks for your consideration.

Sincerely,

Julia Karr
Development Associate
Bikes Not Bombs
617-522-0222 ext. 9628
julia@bikesnotbombs.org

July 19, 2022

The Honorable James B. Eldridge
State Senator
24 Beacon St.
Room 511-C
Boston, MA, 02133
James.Eldridge@masenate.gov

The Honorable Danillo A. Sena
State Representative
24 Beacon St.
Room 39
Boston, MA, 02133
Danillo.Sena@mahouse.gov

Re: Legislation to Eliminate the Devens Commercial Development Cap

Dear Senator Eldridge and Representative Sena:

This letter is to express support and encouragement for legislation to eliminate the so-called “Devens Commercial Development Cap” that is codified at Article XI. D. 2 of the Zoning By-Laws of the Devens Regional Enterprise Zone (the “Devens By-Laws”).

Article XI. D. 2 of the Devens By-Laws (hereinafter, the “Commercial Cap Provision”) sets a cap of 8,500,000 square feet on commercial development in the Devens Regional Enterprise Zone (“Devens”). The Commercial Cap Provision was promulgated almost 30 years ago in 1994, using estimates and assessments of environmental impacts of commercial development that were appropriate for that era, in preparation for a hoped-for economic redevelopment of the former Fort Devens in an environmentally sustainable manner.

The Devens Enterprise Commission (“DEC”) administers the Devens By-Laws pursuant to the terms of thereof and the authority conferred by Chapter 498 of the Acts of 1993 (as amended, the “Act”). The DEC recently informed the Select Board that the amount of square feet of commercial development in Devens is now nearing the 8,500,000 cap.

The ongoing redevelopment of the former Fort Devens has succeeded beyond original expectations and has conferred significant benefits on the Town of Harvard. The ongoing redevelopment, over which the DEC has exercised regulatory control, has also been accomplished with far more limited environmental impact than was envisioned in 1994 when the Commercial Development Cap was promulgated. The environmentally responsible manner in which the former Fort Devens is being redeveloped was recognized by the Massachusetts

Executive Office of Energy and Environmental Affairs (EOEA), when in 2008 the Secretary of EOEA issued a Certificate on the Notice of Project Change (NPC) for the Redevelopment of Fort Devens. That NPC concluded that building square footage be discontinued as a threshold for evaluating the environmental impacts of ongoing development in Devens because it was not a relevant indicator of those impacts.

Lastly, the portion of Devens that is within the historic boundaries of the Town of Harvard has significant additional development capacity, which would likely be either greatly limited or eliminated by the Devens Commercial Development Cap, including Salerno Circle and further development of the Bristol-Myers Squibb campus. That is an undesirable outcome for the Town of Harvard.

In view of the foregoing, the Select Board supports and encourages the passage of legislation that would eliminate the Devens Commercial Development Cap codified in the Devens By-Laws before the end of the current legislative session on July 31, 2022.

Sincerely,

HARVARD SELECT BOARD

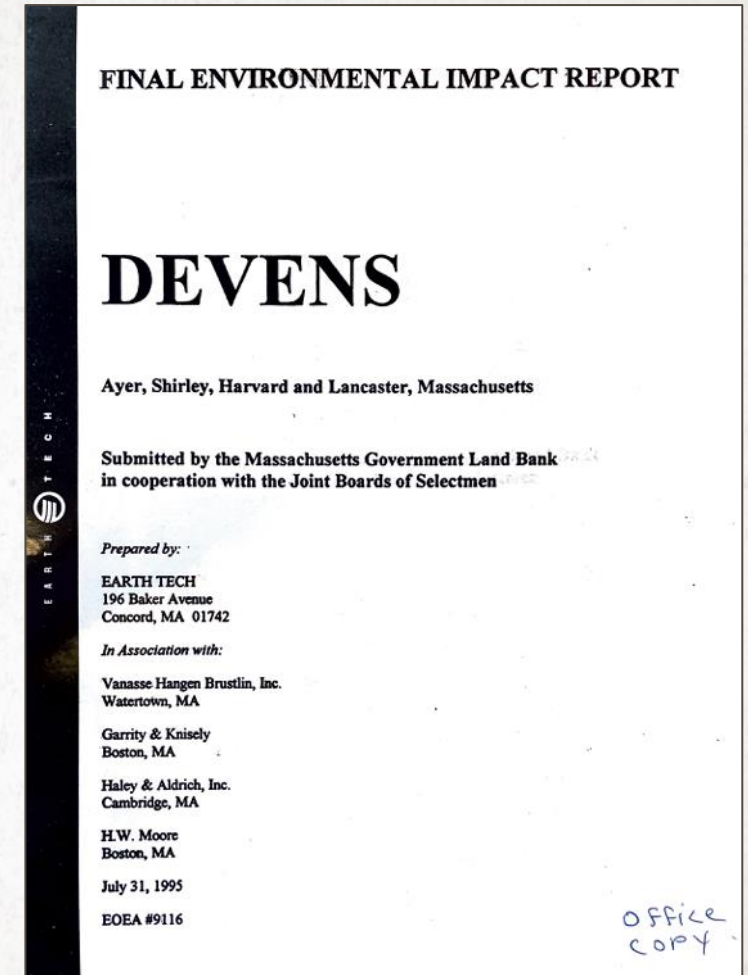


APPROACHING THE DEVENS COMMERCIAL DEVELOPMENT CAP

BRINGING THE BYLAWS INTO ALIGNMENT WITH THE 2008 MEPA NOTICE OF PROJECT CHANGE

DEVENS BY-LAWS IX.D.2

- The maximum number of square feet of building space to be developed and/or used at Devens under the Reuse Plan and By-Laws shall not exceed eight million five hundred thousand (**8,500,000**). It is recognized, however, that in order to exceed seven million seven hundred thousand (**7,700,000**) square feet of building space, as identified in the Draft Environmental Impact Report for Fort Devens, additional approvals under the Massachusetts Environmental Policy Act may be necessary.

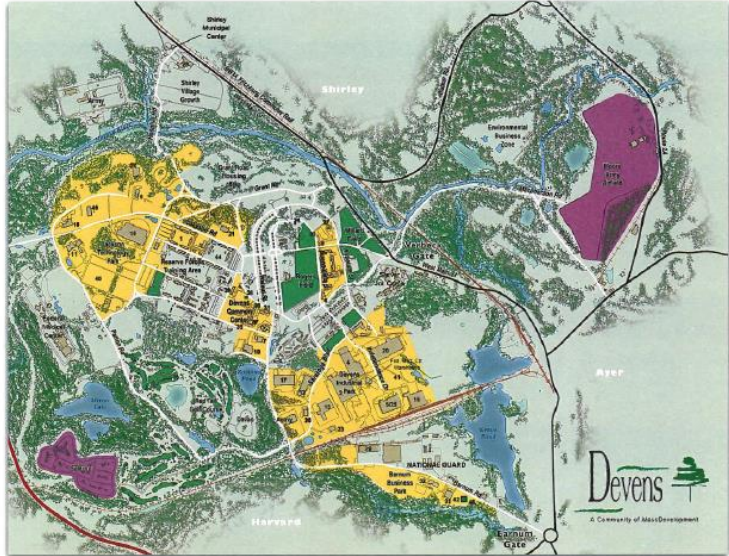


2008 NOTICE OF PROJECT CHANGE:

- The approval to exceed 7,700,000 sq.ft. was received from MEPA in MassDevelopment's 2008 Notice of Project Change.
- The 8,500,000 and 7,700,000 sq.ft. numbers came from the FEIR (Final Environmental Impact Report) and were based on the projected impacts of a range of the allowed uses within the different zoning districts using typical early 1990s industrial park uses as a model.
- The MEPA Notice of Project Change eliminated this square footage cap to focus on measuring the actual environmental impacts that development produces, rather than projections.

NOTICE OF PROJECT CHANGE

Redevelopment of Fort Devens



Submitted by:
MassDevelopment
33 Andrews Parkway
Devens, Massachusetts 01434

Prepared by:
Epsilon Associates, Inc.
3 Clock Tower Place, Suite 250
Maynard, Massachusetts 01754

EEA # 9116
May 15, 2008

Epsilon
ASSOCIATES INC.

IMPACTS MEASURED: TRANSPORTATION

- **Transportation** is measured in terms of vehicles per day (VPD).
- MassDevelopment conducts 5 year traffic studies with counts to measure this metric. The last count was conducted in 2021 with adjustments made for COVID-19.
- 2008 MEPA Notice of Project Change and FEIR limit traffic to 50,585 VPD
- May 2021 Traffic Count was 20,562 VPD



IMPACTS MEASURED: WATER/WASTEWATER

IMPACT	FEIR	2008 NPC	ACTUAL
Gallons/day (GPD) of water use	3.0 mgd	3.0 mgd	0.76
GPD water withdrawal	3.0 mgd	3.0 mgd	0.84
GPD wastewater generation/treatment	3.0 mgd	4.65 mgd	1.17
Length of water mains (in miles)	145 miles	145 miles	74.1
Length of sewer mains (in miles)	65 miles	65 miles	44.5

IMPACTS MEASURED: LAND AREA

IMPACT	FEIR	2008 NPC	ACTUAL
Total Site Acreage	4,140	4,140	4,423
Acres of Altered Land	2,920	2,920	774
Acres of Impervious Area	984	984	808
Square feet of bordering vegetated wetlands alteration	Nominal	Nominal	Minimal
Square feet of other wetland alteration	Nominal	Nominal	None

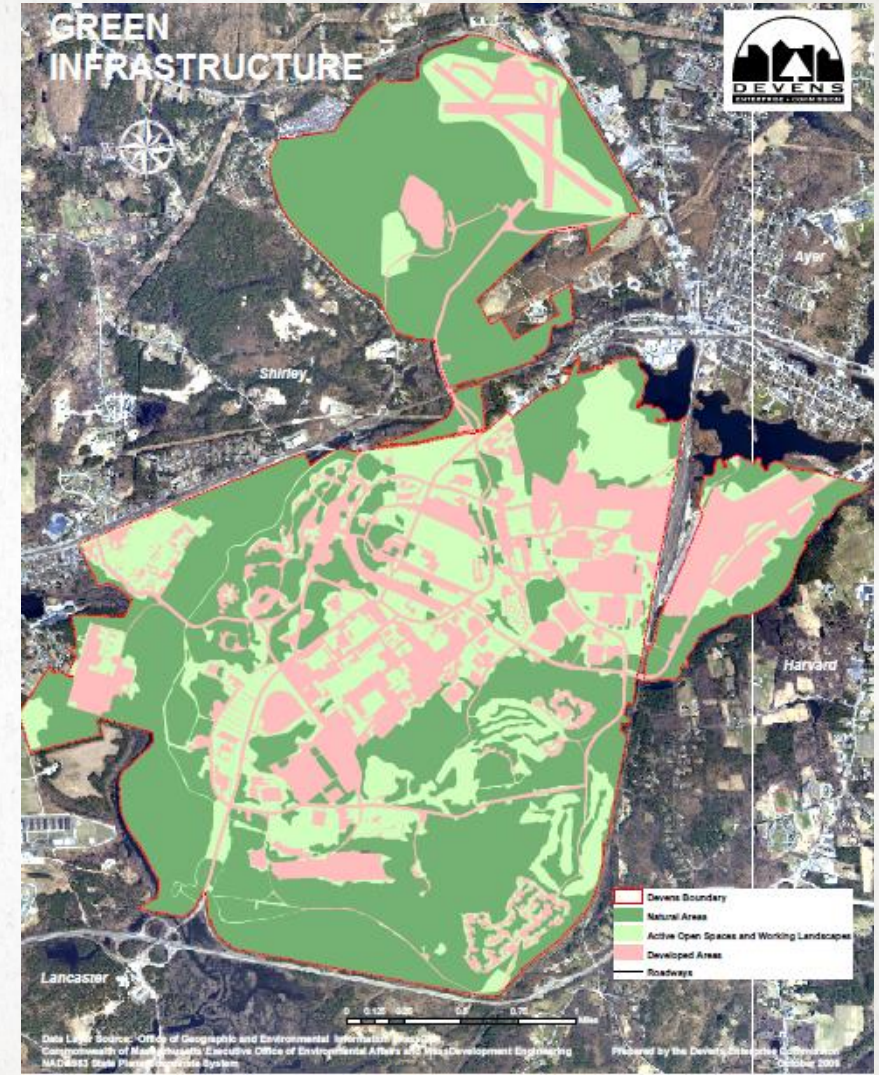
IMPACTS MEASURED: BUILDING

IMPACT	FEIR	2008 NPC	Current
Gross Square Footage	8,500,000*	Eliminated	6,454,310 ⁽¹⁾ 7,448,853 ⁽²⁾
Number of Housing Units	282	No Change	260

1. GSF Occupied as of May 2021
2. GSF Occupied, permitted or under construction

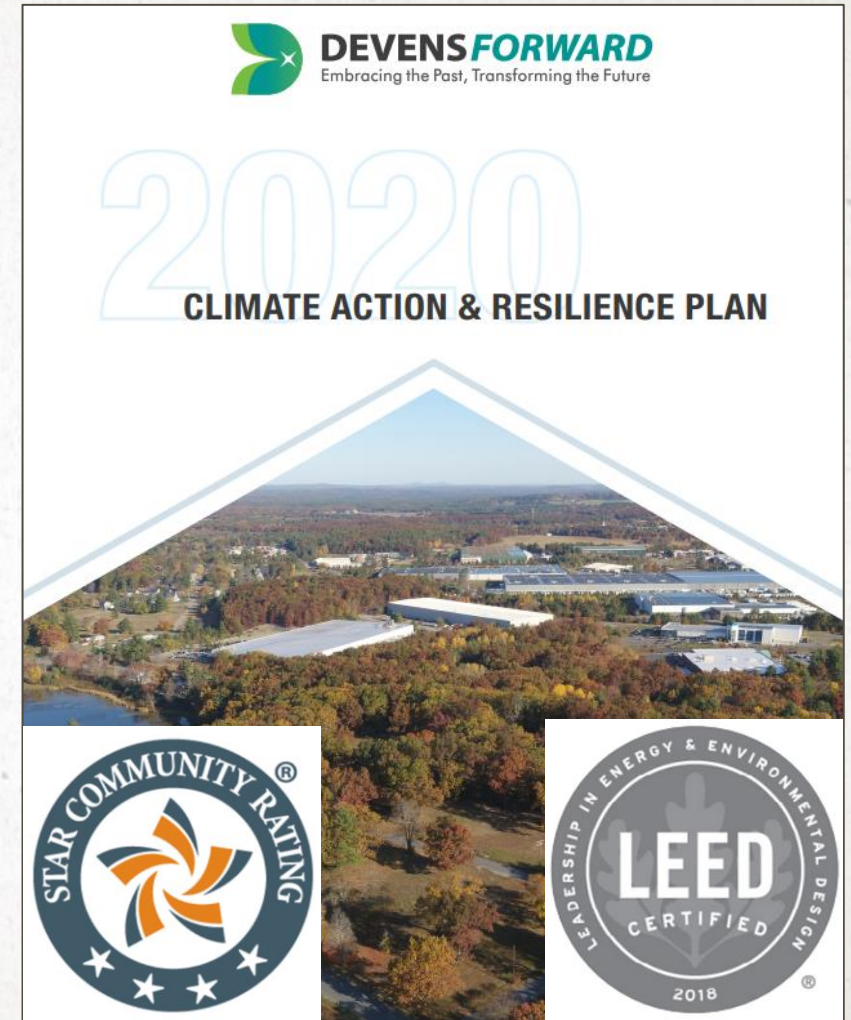
WHY IS DEVENS SO FAR UNDER THE IMPACT MEASURES IN THE FEIR?

- Devens Reuse Plan Goal: Sustainable redevelopment.
- DEC early adopter of LID, Green Building, and GHG regs have all facilitated development with a lower env. footprint (compact development directed to previously dev. areas), energy and water efficiency, TDM strategies, etc...
- Permanently protected over 1400 acres (<30%) of open space - preserving natural resources and connecting to a regional open space network. Surpassing Pres. Biden's goal of protecting 30% of community lands by 2030.
- Developments required to enhance and connect to this network through Green Infrastructure Guidelines, tree preservation and landscaping requirements (groundwater recharge, reduced impervious & UHI, improved AQ, habitat connectivity).



WHY IS DEVENS SO FAR UNDER THE IMPACT MEASURES IN THE FEIR?

- Climate Action Plan, STAR Community and LEED for Cities and Communities Certification - third party recognition for Sustainable Development progress.
- Providing additional tools for monitoring and measuring Devens impacts.
- Internationally recognized eco-industrial park and Devens Eco-Efficiency Center (DEEC) - as we continue to grow, we continue to collaborate with surrounding communities:
 - Connecting open spaces, trail and bike networks
 - Regional MVP and Infrastructure grants
 - Regional services (HHW, E911, water, sewer extensions)



IMPACTS MEASURED

- Devens has outperformed the FEIR model, as it has been successful in redeveloping around the theme of Sustainable Development and incorporating eco-industrial park concepts while implementing the redevelopment or Devens Reuse Plan.
 - The result is we are 50-75% below the 1995 expected impacts associated with the 8,500,000 sf of development for traffic, water and wastewater, land altered.
 - This further justifies MEPA's switch from the use of absolute numbers (FEIR) to quantification of the actual impacts of development per the 2008 MEPA NPC (water, waste-water, traffic, impervious coverage, and open space).
-

APPROACHING THE COMMERCIAL DEVELOPMENT CAP

- Every Five Years the DEC conducts a progress review or district development review as required by the Devens By-Laws II.A.14. Our 2016-2020 District Development Analysis showed Devens approaching 6 million sq.ft. of commercial development.
- 2021 Annual Report showed additional 1 million sq.ft. during that calendar year.
- Today we are approaching 7.7msf of commercial development.
- We expect to reach the 8.5 msf commercial development cap sometime in late 2022 or early 2023 based on projects in the development pipeline.





2020



Devens

CFS
311,000 sf

KSP
428,000 sf

KSP
510,000 sf

BMS
240,000 sf

WM
150,843 sf

Nashua River

**1.7 million+ sf of new development added during pandemic
(all previously developed areas)**

2022

POSSIBLE IMPACTS OF LEAVING THE COMMERCIAL DEVELOPMENT CAP IN PLACE

- Salerno Circle, Shirley Village Growth, and the North Post's future redevelopment would be in jeopardy.
 - Some properties have existing master plans showing additional development, over 1.28 million square feet of which would be put at risk by the cap.
 - MassDevelopment has calculated that there is another 2 million plus square feet of development potential within the Devens Regional Enterprise Zone.
 - Devens role as an economic development destination for the Commonwealth would be at risk.
-

POSITIVE IMPACTS OF DEVENS GROWTH: (UMASS DONAHUE INSTITUTE STUDY 2020):

- Over 6000 jobs created at Devens for people across the north central region and beyond
- Contributing to over 14,300 jobs in the Commonwealth
- \$3.8 billion contribution to the MA Economy
- Annual payroll of \$547 million
- Average annual wage of \$90,000
- 40% of Deven's jobs are manufacturing jobs

(Note: added over a million square feet of development after this report was produced in 2020).

<https://www.massdevelopment.com/assets/pdfs/Devens-Economic-Profile-and-Contribution-062020.pdf>

DEVENS ECONOMIC PROFILE AND CONTRIBUTIONS

AN ECONOMIC IMPACT STUDY OF BUSINESSES AND
ORGANIZATIONS LOCATED IN DEVENS, MASSACHUSETTS



A Report for MassDevelopment



UMASS DONAHUE INSTITUTE
Economic & Public
Policy Research

JUNE 2020

SIMPLE ADMINISTRATIVE CHANGE:

- 2008 MEPA NPC confirmed that building square footage cap was arbitrary.
 - By-laws IX.D.2 should have been updated at the same time to replace the absolute 8.5MSF with the environmental performance impacts set forth in the FEIR and MEPA Notice of Project Change.
 - All other existing thresholds and metrics from FEIR and MEPA NPC remain.
 - Ongoing tracking demonstrates that Devens development to date has had much less of an impact than anticipated (traffic, water, wastewater, impervious area, etc.)
-

SUGGESTED ACTION:

- Signal support to the legislative delegation that the development cap be lifted by the end of the current legislative session by July 31, 2022.
-

DEVENS SUCCESS = LOCAL, REGIONAL, & STATE SUCCESS

- Consistent with 2008 NPC (correcting a change that should have been made in 2008)
- Consistent with FEIR.
- Consistent with Devens Sustainable Redevelopment goal in the Devens Reuse Plan.
- Continue the economic, social, and environmental successes of Devens for the region and Commonwealth as a whole.
- Continue leading by example as a National and International model of successful and sustainable military base and community redevelopment.



SUSTAINABLE DEVELOPMENT GOALS

<https://www.devensec.com/sustain/Devens and the UN SGDs 2020 final.pdf>



Harvard/Devens Jurisdiction Committee

To: Harvard Select Board

From: HDJC

Date: July 7, 2022

Subject: Devens Commercial Development Cap

Lifting the 8.5 million SF cap on commercial development should be postponed until MassDevelopment provides additional detailed information on the scope of the total development potential at Devens.

A comprehensive analysis of municipal finance is an essential component of the draft Summary Plan prepared by the Harvard/Devens Jurisdiction Committee for the resumption of political jurisdiction by Harvard over its historical boundaries at Devens.

Assessing the short and long term property tax consequences of combining both the Devens/Harvard and Harvard tax bases along with a unified municipal operating budget requires knowing not only the existing level of commercial and residential development, but knowing among other things the realistic projections for future growth.

MassDevelopment, and not the DEC which only has a general understanding of the growth potential, should be asked to provide a detailed parcel by parcel projection of additional commercial development for the entire 4,400 acres of the Devens Enterprise Zone.



Select Board Minutes
Tuesday, June 21, 2022
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:

Rich Maiore, Erin McBee, Kara Minar, Don Ludwig
Charles Oliver was absent.

Town Department attendees:

Town Administrator Tim Bragan, Assistant Town Administrator Marie Sobalvarro, Executive Assistant Julie Doucet

Additional participants:

Water Commission Chair Cindy Russo, various volunteers listed in the annual appointment section

Meet with Water Commissioners to discuss and act on water project

Commission Chair Cindy Russo reported the commission voted unanimously to recommend the town hire an engineer to move forward with the connection to Devens as the best long-term solution. In making their recommendation the commission compared the construction cost, cost of operation and benefits to the town over the next twenty years. She highlighted increased fire protection, potential for increased capacity (ability to add users abutting new system & ability to expand Town Center water system) and free the town of the risks and complexity of operation of a town run water system as benefits to the town for connection to the Devens Water System. They discussed use of ARPA funds as an appropriate source of funding for this project along with applying for State Revolving Fund (SRF) funding. Tim Bragan explained the SRF grant applications are due in August therefore a vote by the board is necessary. By a roll call vote, Ludwig – aye, McBee – aye, Minar – aye, Maiore – aye, the board voted unanimously to move forward with grant taking Water Commissions recommendation to go with Devens connection option.

Council on Aging building project funding

Assistant Town Administrator Marie Sobalvarro reported the cost estimates were inline with expectations however the HVAC costs came in higher due to the more energy efficient heat pumps. The Permanent Building Committee (PBC) are comfortable to proceed with the two alternatives and a lower contingency of 10%. They discussed the use of ARPA funds to fund the overage amount. The board members agreed this was a good use of the funds. By a roll call vote, the board voted unanimously to approve \$378,929 to be used from the ARPA funds to cover overage for HVAC system at the CoA building. Sobalvarro will instruct the PBC to go ahead and accept the low bid allowing the project to begin.

Annual Appointments

Chair Rich Maiore invited new volunteers to speak about their background and interest in serving. The Select Board will recognize any recommendations from the respective board/committee/commission.

Bare Hill Pond Watershed Management Committee

Chair Bruce Leicher introduced Rainer Park to be appointed as an associate member and Joe Pettrossi to fill the seat vacated by Brian McClain. By a roll call vote, McBee- aye, Minar – aye, Ludwig – aye, Maiore – aye, the board voted unanimously to appoint Joe Pettrossi as full member of BHPWMC. By a roll call vote, Ludwig – aye, McBee – aye, Minar – aye, Maiore – aye, the board voted unanimously to appoint Rainer Park as associate member with a one-year term.

Conservation Commission

The commission provided a written recommendation for John Iacomini to fill the associate member position and Eve Wittenberg to fill the three-year position vacated by Wendy Sisson. John Iacomini was present as well as Eve Wittenberg. By a roll call vote, the board voted unanimously to appoint John Iacomini as associate member of the Conservation Commission.

Council on Aging

CoA Director Debbie Thompson was present to offer recommendation from the CoA board to appoint previous member Beth Williams and Wade Holtzman to fill seats being vacated by Fran Maiore and Cathy Walker. She introduced Kelene Blumstein who will fill the alternate position. By a roll call vote, McBee – aye, Minar – aye, Ludwig – aye, Maiore – aye, the board voted unanimously to appoint Kelene Blumstein as alternate on the Council on Aging board. By a roll call vote, Minar – aye, McBee – aye, Ludwig – aye, Maiore – aye, the board voted unanimously to appoint Wade Holtzman and Beth Williams as full members on the Council on Aging board.

Cultural Council

Council member Rich Marcello introduced Lisa Aciukewicz and Kathryn Costello for appointment to the council. By a roll call vote, Minar – aye, McBee – aye, Ludwig – aye, Maiore – aye, the board voted unanimously to appoint Lisa Aciukewicz and Kathryn Costello to Cultural Council.

Municipal Affordable Housing Trust (MAHT)

Chair Arielle Jennings is excited to recommend the appointment of Lisa McAteer to the trust. McAteer was not able to be present. By a roll call vote, Ludwig – aye, Minar – aye, McBee – aye, Maiore – aye, the board voted unanimously to appoint Lisa McAteer to the MAHT.

Park & Recreation Commission

Volunteer Sam Levine was present to express his interest in serving on the commission. A commission member was not present however the commission did recommend Levine's appointment. By a roll call vote, Ludwig – aye, McBee – aye, Minar – aye, Maiore – aye, the board voted unanimously to appoint Sam Levine to the Park & Recreation Commission.

Planning Board

The Planning Board did not provide a recommendation. Arielle Jennings, who currently serves on the MAHT, is excited to also volunteer on the Planning Board. By a roll call vote, McBee – aye, Minar – aye, Ludwig – aye, Maiore – aye, the board voted unanimously to appoint Arielle Jennings to serve on the Planning Board. John McCormack was present to express his interest in serving on the Planning Board as well. By a roll call vote, McBee – aye, Minar – aye, Ludwig – aye, Maiore – aye, the board voted unanimously to appoint John McCormack as associate on the Planning Board.

Zoning Board of Appeals (ZBA)

Chair Chris Tracey attended the meeting to offer the ZBA's recommendation to appoint Barbara Romero as a new alternate member on the ZBA moving Steve Moeser into the full member position and Ted Maxant into an alternate role. Barbara Romero was present to express her interest in serving on the ZBA. By a roll call vote, Minar – aye, McBee – aye, Ludwig – aye, Maiore – aye, the board voted unanimously to appoint Barbara Romero as alternate on the ZBA.

By a roll call vote, McBee– aye, Minar – aye, Ludwig – aye, Maiore – aye, the board voted unanimously to approve the annual appointment list for FY23 with correction of Eve Wittenberg's term to three year.

Rich Maiore learned the Devens Framework Committee is comprised of current Shirley and Ayer Select Board members therefore he suggested the same for Harvard. He is interested in serving on that committee as well as Don Ludwig. By a roll call vote, McBee – aye, Minar – aye, Ludwig – aye, Maiore – aye, the board voted unanimously to appoint Rich Maiore and Don Ludwig to the Devens Framework Committee.

Minutes

By a roll call vote, Ludwig – aye, McBee – aye, Minar – aye, Maiore – aye, the board voted unanimously to approve minutes of from 6/7, as presented.

Out state travel

By a roll call vote, McBee – aye, Minar – aye, Ludwig – aye, Mairoe, the board voted unanimously to approve out of state travel for the Town Clerk to attend a conference in NH.

Eagle Scout Proclamations

By a roll call vote, McBee – aye, Minar – aye, Ludwig – aye, Maiore – aye, the board voted unanimously to provide proclamations for Jack Babcock and Michael Arata.

Public Comment

Eve Wittenberg, Prospect Hill Road, gave input on the Conservation Commission appointments with respect to the application from Dan Tracey. She said there is an obvious bias against those who have a differing view on deer management than the prevailing view on the commission. Dan Tracey has been excluded repeatedly despite his qualifications and decided to withdraw his application. She too has felt excluded from deer management even as a member of the commission. Wittenberg noted the individual recommended for appointment is an avid hunter and his only prior experience with the commission was specific to his property. She urged the Select Board to establish clear and objective criteria when it comes to the evaluation of applicant qualifications and closer oversight of the Deer Management subcommittee to ensure they operate consistent with the values of the town.

John Iacomini, Conservation Commission new appointee, said he is not aware of these prior issues and does not appreciate being implicated as only interested in serving on the commission for deer management. He said this view is very inaccurate and that Wittenberg is not aware of his other interests.

Kara Minar asked for clarity on the appointments made to the Harvard Devens Jurisdiction Committee asking if this bounced Lucy Wallace and Victor Normand from that committee. Rich Maiore said yes. He pointed out this was listed on the annual appointment list and handled with the standard approach. Minar admitted she did not realize this was the case and wondered why we remove two of the members with the most institutional knowledge especially without notifying them first.

Staff Report (Attachment A)

- 1) Item 2: By a roll call vote, McBee – aye, Minar – aye, Ludwig – aye, Maiore – aye, the board voted unanimously to approve the Board of Health request to place signs in the right of way on Pond Road.
- 2) Item 3: The Select Board was agreeable to shift the lease agreement for the Bromfield House from June to July pending the probate court’s decision.
- 3) Item 6: Kara Minar commented on the surprising legislation filed regarding Devens. She noted Harvard has the most to lose or gain (2600 acres). Harvard must remain vigilant on this front.

Town cell tower

Assistant Town Administrator Marie Sobalvarro asked for confirmation the Select Board is ready to take the next steps with Isotrope in this process forward. By a roll call vote, McBee – aye, Minar – aye, Ludwig – aye, Maiore – aye, the board voted unanimously to move forward with development of an RFP for review at their July 19th meeting.

Ayer Road project design

Town Administrator Tim Bragan said a vote on the project design was delayed until the new board members were present and up to speed. New member Don Ludwig said he is prepared to vote on this matter.

Bragan confirmed the project design will include as requested by the Select Board:

- 11 ft. travel lanes
- 3 ft. shoulders going south
- 2 ft. shoulders going north
- Include bumpouts

By a roll call vote, McBee – aye, Minar – aye, Ludwig – aye, Maiore, the board voted unanimously to approve project as outlined and discussed.

Letter to Department of Housing & Economic Development regarding Devens

By a roll call vote, McBee – aye, Ludwig – aye, Minar – aye, Maiore - aye, the board voted unanimously to approve sending the letter.

Select Board reports

Erin McBee reported the War Monument Restoration Committee has expended their funds. They have a couple of bushes to pay for with a total cost of \$184. She was inquiring if there are any other funding sources that could be used.

Erin McBee has begun to receive and expects more unfavorable feedback from residents on the lack of offerings at the pond this summer. She is hopeful traditional offerings will be available in coming years.

Kara Minar reported spreading of mulch has been completed at the playground.

Kara Minar will have the Revenue Ideation Committee final report ready for the July 19th meeting.

Rich will distribute liaison assignments and plans to complete the Town Administrator review in July.

By a roll call vote, McBee – aye, Minar – aye, Ludwig – aye, Maiore – aye, the board voted unanimously to enter into executive session at 9:00pm per MGL Ch. 30A, s. 21(a)2: To conduct strategy sessions in preparation for negotiations with nonunion personnel or to conduct collective bargaining sessions or contract negotiations with nonunion personnel. The Select Board will reconvene into open session only to adjourn.

The meeting was adjourned at 9:15pm.

Documents referenced:

CoA project details – dated 6.21.2022

FY23 annual appointment listing

various volunteer forms – dated Feb to May 2022

Isotrope letter – dated 6.7.2022

Eagle Scout proclamation requests – dated 6.16.2022

Draft letter to Dept. Housing Economic Development – dated 6.21.2022

Staff Report June 21, 2022

1. Harvard Electric Aggregation is starting the next round thank to Marie Sobalvarro. During Marie's discussion with Colonial Power Group and they informed her that given the current market the cost of electricity will increase on both clean and non-clean energy. It is expected that the increase for all green energy will be somewhere around 8 to 9 cents per kilowatt. (see attached)
2. The BOH has requested that the sign they brought to Town Meeting be installed on the right-of-way of Pond Road (see attached). If there are no objections from the Board I would like to have you vote on this matter and I will have it installed by the DPW.
3. Select Person McBee along with Legal Counsel Lanza were able to get a hearing date of June 29th despite no help from the Bromfield Trust. Hopefully the leasing of the Bromfield House will be able to move forward soon after the hearing.
4. Not unlike the private sector, the local government sector is facing a labor shortage (see attached SHN article). This is impacting all sizes of government in the areas of flexibility, working from home (hybrid), and payroll cost increases. One of the biggest areas being impacted on the local government side is in the upper management. According to the attached Commonwealth Magazine article two-thirds of the town managers have turned over in recent years and this is causing significant concern as there are few to no individuals coming into the field and this is causing some places to look at department heads from other communities to make the jump to Town Administration. This trend is going to continue into the future.
5. State Updates:
 - a. Casino Revenue dipped in May but is still a large revenue producer. (see attached). The dip could be a sign of what is happening in the economy but we will have to wait and see June and July revenue from this source.
6. Devens
 - a. Marie found the attached legislation regarding Devens last week and I have talked with my counterparts in Ayer and Shirley and neither of them were aware of this. This looks like someone is trying to do and end run on Vicksburg Square project.
 - b. Senator Eldridge was successful in getting a \$400,000 amendment into the State Senate's version of the State Budget. If approved in the final version of the State Budget then the funds would be used for a Devens Jurisdiction Study.(see attached).

- c. I received the attached email from Peter Lowitt regarding the need to increase the Development Cap in the Devens Bylaws. Mr. Lowitt will come to the July 19th meeting to discuss this with the Select Board.
7. The Massachusetts Taxpayer Foundation (MTF) explains that any Tax relief Package approved by the legislature has to include growth and not just relief. (see attached).
8. The house and Senate are actively working to further regulate Host Community Agreements (HCA) which could negatively impact the revenue the Town will see from its one and only marijuana establishment.
9. Notice and Reminders:
 - a. The Town Hall lift is still out of order and until the parts come in there are no public meetings by boards or committees in Town Hall.
 - b. As of July 1, Notary services will again be offered at the Town Hall and the Police Station. This was halted due to change in insurance regulations and Ms. Sobalvarro was able to work this into our insurance portfolio at minimal cost.
 - c. The 4th of July parade and field events will happen on Saturday July 2, 2022 and the fireworks will be held on July 4th at Fruitlands. (see attached documents)

**Harvard Select Board
Strategic Planning Session Minutes
Wednesday, July 6, 2022 9:00am**

Chair Rich Maiore, Vice Chair Erin McBee, Kara McGuire Minar, Don Ludwig, Charles Oliver

The Select Board met on the Hildreth House porch at 15 Elm Street to discuss their initiatives/goals for the coming year. Chair Rich Maiore opened the planning session prefacing his desire for fewer goals with greater impact and an opportunity to better understand the key items that need to be addressed.

Parks and Recreation

- 1) Strategic plan to address playing fields:
 - a) Phase one – immediate solution- convert Ryan 2 field to a softball field for use by Spring 2023
 - b) Phase two – investigate potential for land swap/conversion of Stone Land/ Old Mill Rd, determine allowable uses under Chapter 97
 - c) Phase three – longer term – hire consultant firm to prepare a comprehensive needs assessment accounting for future trends as well as how to address upkeep/maintenance.

Relevant notes: Determine where/must accommodate 3 diamonds & 2 rectangle fields/Sudbury complex ideal

- 2) Explore a true Park & Rec Department
 - a) Survey communities such as Littleton, Ayer, Bolton to learn how they operate and fund a town recreation department.

Green Initiatives

- 1) Utilize the capital fund for at least one solar PV project on a town-owned building
- 2) Meet with HEAC on the status of their investigation into a municipal solar panel field to generate revenues
- 3) Request quarterly reports to the Select Board from the Climate/Energy Committees in an effort to align priorities in a more collaborative way

Financial

- 1) Formulate a Real Estate Transfer fee policy; prepare a Home Rule Petition submission if necessary
- 2) Explore CPA increase
- 3) Use ARPA funds to implement form-based code

Operational changes

- 1) Investigate the feasibility of a grant writing position
- 2) Review Department of Public Works operation and schedule visit to facility
- 3) Evaluate options for waste removal; Transfer Station versus curbside pick-up cost benefit analysis. Public outreach and feedback in this process is imperative.
- 4) Assess delivery of municipal services in post-Covid world in the workplace

Miscellaneous

- 1) Improve SB leadership and collaboration with various boards/committees/commissions

The meeting was adjourned at 12:00pm.

July 7, 2022
Town of Harvard Board of Selectmen

jdoucet@harvard-ma.gov
cc: emcbee01451@gmail.com

Dear Select Board,

The Boy Scouts, Troop Leaders, and Committee Members of the Town of Harvard Boy Scouts Troop 1 take great pleasure in announcing that, having completed the requirements for and having successfully passed an Eagle Scout Board of Review, the following scout has achieved the rank of ***Eagle Scout***:

Tucker Madison on June 23, 2022

We would appreciate a letter or certificate acknowledging his achievement. It will be compiled with acknowledgements from other national, state and community leaders in a scrapbook and presented publicly at the formal Eagle Ceremony to commemorate this special occasion.

Please send the acknowledgements to:

**Joanne Zobbi
c/o Harvard Boy Scouts
P.O. Box 346
Harvard, MA 01451**

Thank you for taking time from your extremely busy schedule to help our Troop recognize the achievement and service of our newest Eagle Scout.

Sincerely,
Joanne Zobbi
Troop Advancement Chair
Harvard Boy Scouts Troop 1

**OFFICES OF THE
SELECT BOARD
TOWN ADMINISTRATOR**

13 Ayer Road, Harvard, Massachusetts 01451
(978) 456-4100

www.harvard-ma.gov
(978) 456-4107 fax



TO: Select Board

FROM: Town Administrator and Assistant Town Administrators

DATE: July 14, 2022

RE: Short-term, Mid-term, and Long-term Playing Field Solutions

The number of available rectangular or diamond-shaped playing fields versus the number of practices and games played has been a precarious balance. This situation, as you know, has been a topic of concern for many boards and committees for some time. The loss of two diamond fields when the new Hildreth Elementary School was approved in 2018 exacerbated an ongoing issue and created others for the School Department, simultaneously straining scheduling capacity and ostensibly creating an alleged Title IX issue¹. At that time, the urgent issue of replacing a softball field was dealt with quickly - albeit imperfectly - by converting an underutilized baseball field (Ann Lee Field).

With an influx of new families and more children to play sports, our overutilized fields are further strained. Additionally, new teams “popping up” -- whether for baseball, softball, soccer, or lacrosse – needs to be managed by those with oversight. For example, in a recent discussion of the Town/Parks & Recreation/School Memorandum of Understanding for field maintenance, we discussed the issue of new leagues, as an AAU group recently popped up on the field, and Park & Recreation had no knowledge of this. Similarly, when the School creates additional teams which were not present before, this likewise exacerbates issues of field overuse, the ability for younger players outside of school being moved off fields during the week, et cetera.

In order to address these issues and at the direction of the Board, we have come up with short-term, mid-term, and long-term solutions. These solutions are built on work already done by the Parks & Recreation Commission, the Open Space Committee, the Athletic Field Subcommittee, and many concerned residents.

Short-term Solution

The immediate issue is the Schools and the Superintendent are confronted by a claim of a Title IX issue. We do not profess whether the claim is supported or not, just that it exists. The short-term solution to this potential claim is to convert the Ryan 2 baseball field into a softball field. This could be done in time for the 2023 Spring season according the DPW Director.

This short-term fix is not without issues as the conversion then displaces the field’s current baseball users and causes greater strain on the remaining two fields (HS baseball and Ryan 1). T-Ball may be played on a softball diamond yet as the players’ ages increase, the need to use a true baseball field increases. It is unfortunate when planning for the new elementary school that the School’s athletic needs were not taken into account especially since the removed fields were predominantly used by the School.

¹ Link to Title IX site will provide information regarding what is considered a violation and provide links for further information.
<https://sites.ed.gov/titleix/policy/>

Mid-term Solution

The mid-term approach for additional field(s) is converting land located on Old Mill Road from conservation to playing field(s). This requires a transfer of land from the Conservation Commission to the Parks & Recreation Commission. State legislative approval is not required. It must be highlighted that ever since the Town obtained this land in November 2002², the Conservation Commission has preserved its agricultural and passive recreational use. In order to have an equitable exchange, the Parks & Recreation Commission will need to agree to swapping land they currently control to conservation, and the Conservation Commission will need to approve relinquishing the land they have managed and controlled for twenty years to the Parks & Recreation Commission.

In looking at the inventory of land the Parks & Recreation Commission oversees and controls, the land with the highest conservation value is the property above the beach bounded by Pond Road and Whitman Road [these parcels (Whitman Road) were formerly proposed in an earlier scenario from Bob O'Shea, attached]. The parcels proposed for the swap would need to be surveyed so that Park & Recreation maintain control over the beach, parking lots, playgrounds, docks, etc. In return, Park & Recreation would receive great synergy with the McCurdy track, just on the other side of the woods, with the Old Mill Road property.

The Old Mill land is also not without concerns and constraints as to what can be done due to wetland encroachments, buffer zone issues, neighborhood concerns/opposition, and deed restrictions regarding permanent structures³. It is obvious that this mid-term solution will take longer to accomplish and all of the parties must commit to do what is needed to accomplish this task. The transfer of land and initial funding for the surveys and layouts of the field could occur as soon as the October 1, 2022 Town Meeting, if all participants are willing. In the Spring of 2023, funds could be appropriated to make the conversion of the Old Mill land into a field a reality.

Long-Term Solution

The long-term solution (defined by the Select Board as 3+ years), is to develop a recreational complex somewhere in town. This is more complicated and expensive - but possible.

Park & Recreation have received \$50,000 for Athletic Fields Study and Design from the Capital Fund (see original CPIC request attached), and are presumably setting criteria for an ideal site. The Select Board had also discussed at their Strategic Planning retreat their interest in hiring a consulting firm to prepare a comprehensive needs assessment, accounting for present recreational needs *and* future recreational trends, as well as how to address upkeep/maintenance.⁴

From a **procurement** perspective, if the intent is to purchase additional lands, there are two choices:

- Purchasing via a Proposition 2 ½ override and funding this via debt (following the MGL Ch. 30B, s. 16 process of land acquisition, similar to what occurred with the Senior Center at Lancaster County Road). Real Property Acquisition under 30B requires determining criteria, advertising, soliciting responses for potential sites and their associated cost, evaluating responses, and negotiating with the lowest-priced respondent.⁵

2 The Quitclaim Deed is located in the Worcester Registry of Deeds B00k 28153, Page 214 and was recorder in November 2002. A copy of the deed and map are attached to this document.

3 The Quitclaim Deed, in the Worcester Registry of Deeds, Book 25774, Page 274 was original provided to the Harvard Conservation Trust in January 2002. The deed clearly states. ..., no buildings, pavement, or other structures requiring permanent foundation or footings shall be erected or established on the premises or any portion thereof." It does allow for temporary structures. A copy of this deed is attached to this document.

4 Costs associated with upkeep and maintenance of natural turf fields: https://www.harvard-ma.gov/sites/g/files/vyhlf676/f/minutes/athl_field_plng_subcomm_of_pr_-_minutes_-_06-06-2019_appr.pdf

5 <https://www.cambridgema.gov/-/media/Files/purchasingdepartment/forsitelaunch/thechapter30bmanual.pdf>

- Purchasing via bonding the future Community Preservation-raised surtax⁶ (MGL Ch 44B), avoiding the 30B real property procurement process (excerpt from MGL Ch. 44B below):

(f) Section 16 of chapter 30B shall not apply to the acquisition by a city or town, of real property or an interest therein, as authorized by this chapter for the purposes of community preservation and upon recommendation of the community preservation committee and, notwithstanding section 14 of chapter 40, for purposes of this chapter, no such real property, or interest therein, shall be acquired by any city or town for a price exceeding the value of the property as determined by such city or town through procedures customarily accepted by the appraising profession as valid.

The use of CPA funds to acquire property for recreation is a permitted, and is the funding approach many CPA communities use to acquire playing fields (or construct athletics complexes, make field improvements, etc.).⁷

Harvard's adoption of the Community Preservation Act at a 1.1% threshold has raised \$264,354 via the surtax on \$24M+ of tax revenue. *Without* increasing the 1.1% threshold, if the Community Preservation Committee was amenable, this would enable CPA surtax funds to pay \$130k/year in debt service for field acquisition.

Additionally, from a big-picture perspective, we should not exclusively constrain ourselves to additive solutions or just looking at one piece of property to add fields. We have an opportunity to consider congregating fields in a larger complex: in other words, identify and sell existing field properties in order to fund a larger complex. This is truly an opportunity to think bigger and be creative in our approach to solving what is an issue we as a community can solve.

⁶ Similar to the \$1M in CPA funds which were applied to offset the bonding cost for the Town Hall renovation. In FY23, the CPA-funded debt service for Town Hall is projected to be \$46,988.

⁷ List available here: https://www.communitypreservation.org/cpc-report?report_src=bcstvw3d3%3Fa%3Dg&qid=12

233239

456

QUITCLAIM DEED

ROBERT K. MAYERSON and BARBARA J. KEMP, both of Harvard, Worcester County, Commonwealth of Massachusetts, trustees of the HARVARD CONSERVATION TRUST, under Declaration of Trust dated June 16, 1973, recorded with Worcester District Registry of Deeds at Book 5356, Page 462, acting in behalf of all of the trustees of said trust pursuant to a vote of the Board of Trustees, as described in a certificate of vote recorded herewith, for consideration paid, and in consideration of

TWO HUNDRED EIGHTY SIX THOUSAND (\$286,000.00) DOLLARS

* * * * *
grant to the Town of Harvard, a Massachusetts municipal corporation,
* * * * *
* * * * *

having an address of 13 Ayer Road, Harvard, MA 01451, with *quitclaim covenants*,

A certain parcel of land with the improvements thereon, if any, situated on the southerly side of Old Mill Road in Harvard, Worcester County, Commonwealth of Massachusetts, shown as Lot 1 on a plan of land entitled "Land in Harvard, Mass. surveyed for Norman Stone," dated December, 2001, prepared by David E. Ross Associates, Inc., recorded with Worcester District Registry of Deeds, Plan Book 776, Plan 46. Reference being made to said plan for a more particular description of said premises.

Containing 6.0 acres, more or less, according to said plan.

Subject to a restriction reserved in a deed of Norman T. Stone, recorded at Book 25774, Page 274, for the benefit of adjoining land, such that the land described herein shall be held for purposes of conservation and recreation, reference to which instrument is made for the particular terms and conditions. Subject also to a reservation by the said Stone under the same instrument of a right to carry on agricultural uses in the northeasterly corner of the premises as had been carried on theretofore.

Being the premises described in said deed of Norman T. Stone recorded at Book 25774, Page 274.

WITNESS our hands and seals this 1st day of November, 2002.
Robert K. Mayerson
Robert K. Mayerson
Barbara J. Kemp
Barbara J. Kemp

COMMONWEALTH OF MASSACHUSETTS

WORCESTER, SS

November 1, 2001

Then personally appeared the above named Robert K. Mayerson and Barbara J. Kemp trustees as aforesaid, and acknowledged the foregoing instrument to be their free acts and deeds, as such trustees, before me,

Richard W. Larkin
Richard W. Larkin, Notary Public
My Commission Expires: March 22, 2003

RETURN TO:

AFTER RECORDING, MAIL TO:
Mark J. Lanza, Esq.
37 Main Street
Concord, MA 01742

ATTEST: WORC. Anthony J. Vigliotti, Register

ADDRESS OF GRANTED PREMISES: OLD MILL ROAD HARVARD, MA 01451

02 NOV 20 PM 1:39

Jr



Harvard, MA

July 7, 2022

1 inch = 277 Feet



www.cai-tech.com



Data shown on this map is provided for planning and informational purposes only. The municipality and CAI Technologies are not responsible for any use for other purposes or misuse or misrepresentation of this map.

13069

QUITCLAIM DEED

45/2002

I, Norman T. Stone, of Harvard, Worcester County, Commonwealth of Massachusetts, for consideration paid, and in full consideration of TWO HUNDRED FIFTY THOUSAND (\$250,000.00) DOLLARS grant to Trustees of the Harvard Conservation Trust under a declaration of trust dated June 16, 1973, on file with the registered land section of the Worcester District Registry of Deeds as Document No. 35112, said trustees being Thomas W. Cotton, Laurence M. Finnegan, Barbara J. Kemp, Robert K. Mayerson, George Richmond, Sarah M. Hamill, Karen L. Lee, Joseph M. Frye, Jr., Nils Nordberg, Victor Normand, David Westerling, Laura Andrews, William Ashe, Steven Colwell and Charles Gagnebin, all of Harvard, Worcester County, Commonwealth of Massachusetts, and having a mailing address of 109 Slough Road, Harvard, Massachusetts 01451, with quitclaim covenants

A certain parcel of land with the improvements thereon, if any, situated on the southerly side of Old Mill Road in Harvard, Worcester County, Commonwealth of Massachusetts, shown as Lot 1 on a plan of land entitled "Land in Harvard, Mass. surveyed for Norman Stone," dated December, 2001, prepared by David E. Ross Associates, Inc., to be recorded herewith. Reference being made to said plan for a more particular description of said premises.

(PLAN BOOK 776, PLAN 46)

Containing 6.0 acres, more or less, according to said plan.

Reserving and declaring, however, for the benefit of the grantor and his real property situated easterly of the within premises at 256 Ayer Road, Harvard, described in a deed recorded with Worcester District Deeds at Book 3489, Page 215, the following restriction, which shall be deemed to be a covenant running with the land: That the premises shall be held by the grantee for purposes of conservation and recreation, and no buildings, pavement, or other structures requiring permanent foundations or footings shall be erected or established on the premises or any portion thereof. This restriction shall not be construed to prohibit incidental or accessory structures or facilities of a temporary nature which are ordered to the purposes set forth in the preceding sentence, and which are structurally consistent therewith, such as a maintenance shed, bandstand, seating facility, athletic playing field or the like; nor shall it be construed to prohibit agricultural or horticultural activity on the premises such as has historically occurred on the premises in the past.

Reserving also to the grantor during his lifetime the right to carry on agricultural uses in the northeasterly corner of the premises as he has done heretofore.

My title arises as I am devisee under the will of my father, Guy J. Stone, Worcester Probate No. 207348. Being a portion of the premises described in a deed of Holden C. Harlow to Guy J. Stone, dated December 30, 1922, recorded with Worcester District Deeds, Book 3240, Page 23.

WITNESS my hand and seal this 18th day of January, 2002.

Norman T. Stone
Norman T. Stone

COMMONWEALTH OF MASSACHUSETTS

WORCESTER, SS January 18, 2002.

Then personally appeared the above named Norman T. Stone and acknowledged the foregoing instrument to be his free act and deed, before me,

Richard W. Larkin
Notary Public - Richard W. Larkin
My Commission Expires: 3/28/03

Return:
R.W. LARKIN
P. Box 40
AYER 01430

WORCESTER DEEDS REG 20 WORCESTER 01 01/18/02 3:44PM 000000 #5722 FEE \$1140.00 CASH \$1140.00

PROPERTY ADDRESS: OLD MILL ROAD, HARVARD, MA 01451

02 JAN 18 PM 3:52

ATTEST: WORC. Anthony J. Vigilotti, Register

OFFICE OF THE
PARKS AND RECREATION COMMISSION

13 AYER ROAD HARVARD, MA 01451 978-456-4100 www.harvard-ma.gov



Conservation Commission
Open Space Committee
Bare Hill Pond Watershed Management Committee
Harvard Climate Initiative Committee
Planning Board
Select Board

June 27th, 2022
13 Ayer Rd.
Harvard, MA 01451

Parks & Recreation use of lands under P&R jurisdiction

Dear Chairpersons,

For more than 2 years the Parks and Recreation commission has attempted to find alternative lands to serve the existing as well as growing outdoor recreation needs of the town while being sensitive to expressed conservation concerns. There are 20 years of studies that document the need for additional full size rectangular fields and more recently, softball/baseball diamonds to replace those lost by the HES project. We have also received requests for a pump track (they are asking to get back on the agenda), a skateboard park, pickle ball courts, more parking at the beach, pavilions, and a boat storage house. P&R's mission includes providing active outdoor fields and facilities for children and adults.

P&R spent months trying to convince Concom representatives to support a trade of the sensitive wooded lands at the beach for an open grass field on Old Mill Rd that the town currently contracts to be mowed. The result was not only negative but resulted in a letter from Concom suggesting that the OSC not even consider conservation land in its assessment of potential sites. Even with the simplified MGL Article 97 Land Disposition Policy provided by the town's Land Use Administrator, Concom expressed that it would be a distraction to consider any trade (see attached).

During the beach Pump Track proposal, other lots near town center were suggested as alternatives. Against some commissioner's wishes, P&R paused and waited for those concerned to help the Pump Track find another home. In parallel, P&R attempted to develop a concept at the Bromfield house site when relocating the structure seemed imminent. Pickle Ball, Tennis, Pavilions and the Pump track would have fit there, but only P&R spoke up in support. We were even ridiculed by residents that valued an old building more than active space for the children. The wooded area behind the Hildreth House has now been committed to a cell tower and no one that suggested this lot has made any attempt to see if the pump track could also go there.

In our final attempt, P&R met in executive session to put a land trade proposal together and offer it to the Harvard Conservation Trust. That offer was made recently and is attached. The response was negative even though the land in question was a gift which did not exclude use for active recreation. We also asked HCT and Sudbury Valley Trust if they possessed land of low conservation value that might be traded for the sensitive lands at the town beach and on Depot Rd (contiguous with other protected lands). P&R would sell the low conservation valued land and use the money to buy land OSC identifies (if any becomes available). The response to this creative idea was also negative.

P&R has gone out of the way to be sensitive to conservation concerns. We are working with OSC to find land that could support a future "Sports Complex" but that might not be available for many, many years. The biggest un-served community are the teens and young adults. To get them outdoors, the answer has to include exciting, active recreation (like the very popular boat rental). We should not just assume they will get in cars and go to someone else's back yard (not very climate friendly BTW). P&R is happy to revisit the land swaps above or entertain new ideas and encourages the overall conservation community and town leaders to get together and offer alternatives. Until then, P&R will be serving the town per MGL, with the land it has.

For the Commission,

Robert O'Shea,
Chair of Parks and Recreation

Cc: File

OFFICE OF THE
CONSERVATION COMMISSION

13 AYER ROAD HARVARD, MA 01451

978-456-4100 EXT.321

www.harvard-ma.gov



December 2, 2021

Harvard Select Board
Harvard Parks and Recreation Commission
Harvard Open Space Committee
13 Ayer Road
Harvard, MA 01451

RE: Conservation land for active recreation

Dear Board, Commission and Committee Members,

At our November 18, 2021 meeting, the Harvard Conservation Commission (ConCom) reviewed a response by the Open Space Committee (OSC) to a request by the Parks and Recreation Commission (P&R) to evaluate Town-owned land, both municipal and conservation, for possible development to playing fields. ConCom would like to comment. We are concerned that applying the criteria supplied by P&R relating to acreage, slope, frontage and wetlands to the GIS database of Town-owned land does not result in a list of potentially suitable land for playing fields as the resulting list suggests. The problem is we are looking at land purchased by the Town or donated by residents for conservation to now fulfill the Town's need for playing fields. The Commission would like to point out that there could be pushback from residents who will object to the removal of land from the rolls of Conservation land. Not only could this proposal undermine resident's trust in Town government, residents in the future may not want to donate or allocate Town or State money for conservation land if they feel it would be transferred out of conservation for other uses. We realize that P&R is looking to develop playing fields, but using conservation land for this purpose would not be supported by the Commission.

After reviewing the list generated by OSC, we believe that the extensive work to bring any parcel out of conservation would be better spent on finding a parcel that is not under conservation protection. Even if a parcel of equivalent size and conservation value were available and offered to replace land taken out of conservation, votes would be required from ConCom, the Town and the State to make such a change. ConCom can take the time to defend conservation land under its jurisdiction, but this is a distraction from positive work and required responsibilities. We feel this is not strictly an issue between ConCom and P&R, with OSC in the middle, but also for Town leaders to address. It would seem that P&R should be supported by the Select Board to find a parcel that is suitable, and pursue acquisition of that parcel.

Should you have any comments please feel free to contact the Land Use Administrator, Liz Allard, at the above number or by email at lallard@harvard-ma.gov. Thank you.

For the Commission,

Don Ritchie
Chairman

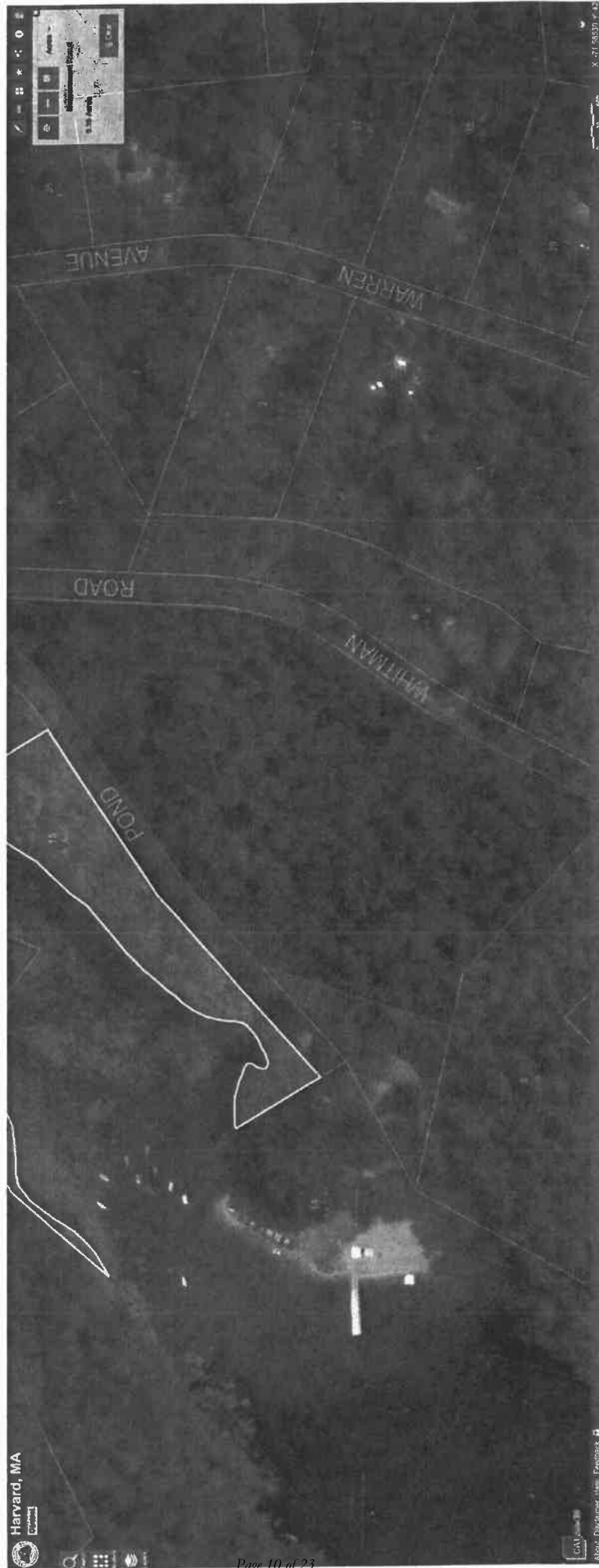
Cc: File

Harvard Parks and Recreation Land Swap Proposal

(with net increase of protected conservation Land)

June 8th, 2022

P&R Offer, Pond Rd – Lots 9, 10, 11, 12, 50% of 13 & 15 (6.52 acres)



P&R Offer, Depot Rd - Lot 1.2 -- Depot Wetlands (16.8 acres)





June 8, 2022

Stone Farm Corn Field

Harvard, MA

1 Inch = 120 Feet



CAJ Technologies
www.caj-tech.com

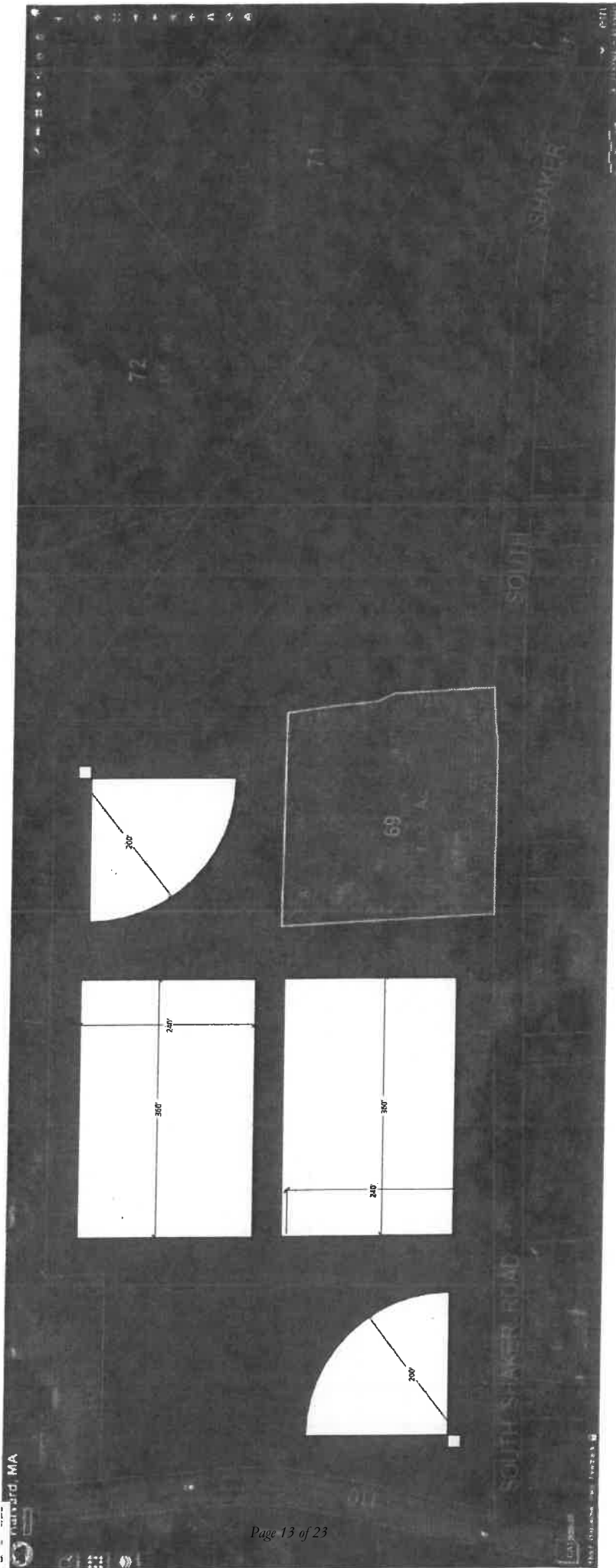


- Property Line
- Public Road
- Contours
- Building Structures
- WPA Areas

HCT Property, Ayer/S. Shaker Rd - Lot 70 (18 Acres)

Data shown on this map is provided for planning and informational purposes only. The municipality and CAJ Technologies are not responsible for any use for other purposes or release or misrepresentation of this map.

Sports Complex, Ayer/S. Shaker Rd - Lot 70 (18 acres of which 11.8 acres is open)



Park or Recreation Resource	Address	Acres	GIS Map Label	GIS Owner	GIS Co-Owner	GIS Account/Map/Lot	Assessed Value
PHASE I							
Pond Rd. Walking Path	Pond Rd.	0.90 TC	Keep right of way for sidewalk	HARVARD, TOWN OF	PARK & REC	125022A001500000	\$ 442,800
Bare Hill Pond Beach	31 Pond Rd.	8.27 TC		HARVARD, TOWN OF	PARK & REC	125022A001400000	
Bare Hill Pond Woods	Pond Rd.	1.16 TC		HARVARD, TOWN OF	PARK & REC	125022A0011000000	\$ 218,000
Bare Hill Pond Woods	Pond Rd.	1.06 TC	Keep 1/2 of Lot 13 for existing Parking Lot	HARVARD, TOWN OF	PARK & REC	125022A0012000000	\$ 213,000
Bare Hill Pond Woods	Pond Rd.	1.28 TC		HARVARD, TOWN OF	PARK & REC	125022A0013000000	\$ 224,000
Bare Hill Pond Woods	Whitman Rd.	2.91 TC		HARVARD, TOWN OF	PARK & REC	125022A0008000000	\$ 286,700
Bare Hill Pond Woods	Whitman Rd.	1.51 TC		HARVARD, TOWN OF	PARK & REC	125022A0009000000	\$ 258,700
Bare Hill Pond Woods	Whitman Rd.	1.25 TC	Keep right of way on old road to Lot 8	HARVARD, TOWN OF	PARK & REC	125022A0010000000	\$ 244,800
Charlie Waite Field	19 Lancaster County Rd.	5.05 TC		HARVARD, TOWN OF	PARK & REC	1250080006200040	
Harvard Park/McCurdy Track	34 Lancaster County Rd.	1.75 TC		HARVARD, TOWN OF	PARK & REC	1250080002100010	
Harvard Park/McCurdy Track	34 Lancaster County Rd.	10.42 TC		HARVARD, TOWN OF	PARK & REC	1250080002100020	
Harvard Park/McCurdy Track	34 Lancaster County Rd.	1.76 TC		HARVARD, TOWN OF	PARK & REC	1250080002100030	
Ryan Land Field 1&2	71 Depot Rd.	30.33 TC		HARVARD, TOWN OF	PARK & REC	1250120000100020	\$ 762,600
Upper and Lower Depot Depot Wetlands	55 Depot Rd.	16.80 TC		HARVARD, TOWN OF	PARK & REC	1250120000100020	\$ 422,409
P&R Offer		23.32					\$ 1,911,709
P&R Request	Ayer Rd. & S. Shaker Rd.	18	Stone Farm Corn Field	Michael Morton, Rudolf Minar, Marc	Trustees of Harvard Conservation Trust	1250050007000000	\$ 538,300
Net Conservation Land Protected (Chapter 97 or equivalent)		5.32				Net Value	\$ 1,373,409

CPIC FISCAL YEAR 23 QUESTIONS FOR PARKS AND RECREATION

Parks & Rec

Athletic Complex

\$4,500,000

1. What is the basis for the 3.5m estimate for development and construction?

Estimates are based on costs of similar construction projects (*see Addendum A.*) and input from local consulting, design, engineering and construction firms and professionals.

The estimates are highly variable and dependent on the size, nature and topographical characteristics of the parcel of land upon which the project would be developed.

Development & Construction Costs - Summary

Consulting, Project Management, Design & Engineering	\$150k to \$300k
Building architecture & design (bathrooms, concessions, tickets, storage)	\$30k - \$50k
Septic & Utilities (Water & Power) design, plan, eng'g	\$30k - \$65k
Site engineering; fields & spectator area	\$50k - \$75k
Civil eng'g, parking, walkways, retaining walls, landscaping, etc.	\$20k - \$45k
Construction administration, project mgt., permitting	\$20k - \$50k
 Construction	 \$850k to \$2.8 mil
Site preparation/earthwork/logging	\$50k to \$200k
Access road/driveway	\$50k to \$150k
Site improvements/septic, drainage, utilities (water & power)	\$100k to \$400k
Building construction, materials & amenities	\$250k to \$800k
Fields (2), level, materials, drainage/irrigation, sod/seeding, installation	\$300k - \$700k
Parking, walkways, retaining walls, landscaping	\$75k - \$200k
Add-ons: field lighting; scoreboards; fencing/gating; seating	\$100k to \$400k
 General conditions/escalation/contingency	 \$200k - \$400k
Total	<hr/> \$1.0 mil - \$3.5 mil

2. What sports would these fields support?

The primary sports activities supported would be soccer, lacrosse, and field hockey. Depending on the configuration and size of the property, other activities or sports would be accommodated (e.g., softball and/or baseball).

3. I presume you don't need all 4.5m at once. What is the expected timeline for design, purchase of land and construction?

The immediate need for FY 2023 (to be voted on at ATM-May, 2022) is \$800k for a *Recreation Field Stabilization Fund*, which would provide standing with buyers for Phase I – Site Selection & Land Acquisition. The overall expected timeline would be approximately 4 – 5 years, pending the typical variables and circumstances of funding availability and construction contingencies, as follows.

FY 2023 & 2024 – Site Selection & Land Acquisition Phase - Land acquisition funding secured; site selection process narrows suitable properties; bid/purchase process begins; negotiation and purchase & sale agreement; acquisition closing.

FY 2024 – Design & Engineering Phase - Design & engineering bids; consultants/project mgt. engaged; design finalized after public input; permitting.

FY 2025 & 2026 – Construction Phase

FY 2027 – Opening/Operational Phase

4. Has the town identified potential sites for this project, given the substantial space requirements?

Yes. The Town of Harvard's Open Space Committee has preliminarily identified over two dozen suitable sites (*see Addendum B.*). The initial roster and map, which list parcels of sufficiently large acreage, minimal slope, sufficient road frontage and lack of environmental encumbrances, would be refined further to identify acquirable properties based on other qualitative criteria, e.g., availability/owner's willingness to sell to ToH.

5. Of the proposed improvements to this site, which boards have weighed in on them? For example, concessions and a ticket booth. Are these items required by MIAA, or "nice to have?"

Three (3) Town of Harvard Boards deliberated and voted unanimously to be co-applicants for this project and the contents of its application: the Open Space Committee; the Parks & Recreation Commission; the School Committee of the Harvard Public Schools.

Concessions and a ticket booth are not MIAA requirements for regular season play, per se, however, they are standard features of community and interscholastic sports and athletic events, and they support revenue generation (*see, e.g., Addendum C., Sample Building Layout*). Hosting some post-season or tournament games may require the availability of public bathrooms.

In general, the MIAA bases its facility and field requirements on the condition and dimensional standards set by the National Federation of State High School Associations (www.nfhs.org/; *see, e.g., Addendum D.*).

6. How would this be funded? as a multi-year multi stage project, I suspect it doesn't make sense to bond it as a whole.

The FY 2023 *Recreation Field Stabilization Fund* totaling \$800k could be funded from Free Cash after ATM vote in May 2022, making funds available July 1st.

Given the need for any land acquisitions to be put to a Town Meeting vote for approval, any immediate purchase could be voted on as early as a Special Town Meeting in Fall, 2022.

After a suitable property is secured, funding would be sought from CPIC, CPC and/or grants available for design and building of recreational facilities.

7. This request is being made, per reporting, by Schools, Open Space, and Parks and Rec; whose budget will be used to maintain these fields?

Maintenance of the fields would be under the direction of the Parks & Recreation with the help of the DPW. As of this writing, athletic field maintenance budgets are split between P&R (primarily supplies & materials) and DPW (primarily labor).

8. DPW also already lacks man-hours. who will maintain these fields?

In keeping with existing practice and governance, this would be the responsibility of the DPW in coordination with the Parks & Recreation Commission.

9. Is there potential to charge user fees to offset increased expenses?

Yes; currently P&R levies a per participant seasonal fee. Additional user or rental fees may be charged to out of town users as well as to some youth league events/games.

10. Question for Nate: Would we need to recommend this as a whole, or can we break it into pieces, with the land acquisition first?

As described in answers to Q's 3 & 6, the overall project could be put on the 5 Year Large Capital Plan, and the Phase I - Land Acquisition portion added to the FY23 capital project list for a Town Meeting vote this spring.

11. Please provide estimates for the land acquisition (local realtors could assist) and for the construction costs of 1/2 acre of buildings. Park & Rec minutes indicate 'current thought is' but basis is not stated.

Land Acquisition - The average sale price of undeveloped acreage in Worcester County is nearly \$320,000 per acre (<https://www.landsofamerica.com/Worcester-County-MA/undeveloped-land/>) while the median listing price of land (only) in Harvard, MA – primarily house lots over 2 acres -- is over \$730,000 (https://www.realtor.com/realestateandhomes-search/Harvard_MA/type-land). The estimate for the cost of 6 acres assumes a minimally-sloped, relatively unforested, unencumbered and accessible property will be identified and acquired for the project and is based on per acre analysis of the most recent land-only transactions. (Sources: Assessor Records, Town of Harvard; The Harvard Press, "Real Estate Transfers" data)

Construction Costs of 1/2 acre of Buildings - Please see estimates at Question 1.

12. It appears from the narrative that outside of the schools, HAA would be the primary user. How much revenue (for program and activity fees) does HAA provide to Park and Rec presently? (The most recent 990 filing for HAA ends in 2019 with assets of 185k).

HAA (Harvard Athletic Association) is an umbrella, non-profit, 501(c)3 organization that provides insurance and accounting services to the community's independent youth athletic organizations. The assets cited are the collective fund balances of the youth soccer program, youth baseball program, etc.

HAA does not have the authority to commit funds from these organizations; therefore, HAA does not directly provide any revenue to the Parks & Recreation Commission. Those P&R revenues come directly from the individual youth programs/leagues/associations, not HAA. As noted above, any levied user or participant fees would be derived directly from individual youth sport programs that utilize the fields.

Enclosures:

- Addendum A. – Sample municipal athletic field complex projects at similar scope/cost
- Addendum B. – Potential Open Space for Athletic Playing Fields
- Addendum C. – Sample Building Layout
- Addendum D. - Example of standard MIAA-specified playing field dimensions (soccer)

Addendum A – Sample municipal athletic field complex projects at similar scope/cost

Note: Each of the following projects are being developed in pre-existing, relatively flat open space.

Public Sports Fields Master Plan, City of Amesbury - 2019

\$2.4 million - Construction of 2 large multiuse fields, entrance drive and parking area, and paths on pre-existing, unforested, flat open land;

(https://www.amesburyma.gov/sites/g/files/vyhlf6891/f/pages/public_sports_fields_master_plan_2019.pdf); Page a40

Hingham Athletic Fields Study – 2020

\$2.4 mil - Accommodate two (2) full-size rectangular fields from existing open fields

(<https://hingham-ma.gov/DocumentCenter/View/11104/2020-Hingham-Athletic-Fields-and-Outdoor-Courts-Study>), Page 44

Town of Littleton, Littleton Fields Master Plan - 2017

\$2.4 mil - Construction of Cricket Lane Fields and Amenities (less playground @ \$500k), two natural grass multi-purpose rectangular fields; (<https://www.littletonma.org/town-administrator/files/2017-09-25-littleton-fields-master-plan-presentation>); Pages 24, 31

Restroom Building Renovations & Building, Westford Academy - 2017

(<https://westfordma.gov/DocumentCenter/View/8546/WA-Amenities-Bldg---1344152-PDF>)

Nantucket, Mass.; Parks & Recreation Master Plan – 2020

Approx. \$2 mil - \$3 mil - Expand the existing multi-use field; construct a new multi-use field (natural turf); construct support building. (<https://www.nantucket-ma.gov/DocumentCenter/View/29381/Parks-and-Recreation-Master-Plan---Final-Report-2020-PDF>), Page 22

Addendum B: Potential Open Space for Athletic Playing Fields; Town of Harvard Open Space Committee

NAME	MA_Map_Par	MA_Loc_ID	LOCATION	USE_CODE	USE_DESCRI	ZON	LAND AREA
LDPL LLC	1/2/11	M_193665_921707	AYER RD	7140	ORCHARDS	C	59
RATHORE, AMIN & NAHID	32/77/11	M_194006_913276	JACOB GATES RD	6010	C61 TEN YR	AR	19.52
MCCREADY, SCOTT & ANN PALERMO		M_191286_914140	118 West Bare Hill Rd	Chap61A			
CAPOBIANCO, JEANNE- FAMILY TRUST	26/3/1/1	M_190691_915067	0 WILLARD LN	6010	C61 TEN YR	AR	23.33
VAN DERWERF, MARK & DEBRA		M_195701_917681	6 Old Schoolhouse Rd	Chap61A			
16 WBHR TRUST (C/O JONATHAN F. & JESSIE B. PANEK)	2/8/11	M_192658_914387	16 West Bare Hill Rd	Chap61			
MAXANT, THEODORE & DELKER, VALERIE, TTE	16/35/11	M_190630_917065	AYER RD	7130	FIELD CRPS	C	6.5
FRUITLANDS MUSEUM	22/21/11	M_193520_915656	102 PROSPECT HILL RD	9560	MUSEUM/LIBRARY	AR	207.64
REITMAN, JOHN M & MAUREEN T F		M_193520_915656	72 MASS AV	GT20A	Single Fam	AR	30.91
GEORGE, PETER C & SUSAN M	18/19/11	M_190656_914071	178 West Bare Hill Rd	Chap61			
PRESIDENT & FELLOWS OF HARVARD COLLEGE	6/70/11	M_195380_917255	40 PINNACLE RD	9430	EDUCATIONAL OTHER	AR	37.32
STONE, ROBERT & FRANCES P	4/19/11	M_193059_920835	AYER RD	7430	FIELD GRPS	G	49
LOCHIATTO, CARLA A & VICTORIA	6/1/11	M_195742_920244	42 OLD MILL RD	GT20A	Single Fam	AR	24
WARREN, CARL & SARA	23/4/1/1	M_194067_916172	SHEEHAN RD	6010	C61 TEN YR	AR	26
SAALFIELD	10/34/11	M_196417_918910	18 WOODCHUCK HILL RD	1060	AC LND IMP	AR	4.59
THREE PENNY FARM LLC	14/43/2/1	M_196400_917954	OLD LITTLETON RD	7140	ORCHARDS	C	3.2
MANGANELLA, LUCIANO & STACEY	14/44/4/1	M_196850_918636	169 LITTLETON CNTY RD	0180	RES/REC	AR	17.55
WHEELER REALTY TR	8/62/2/1	M_193391_919637	175 LITTLETON CNTY RD	8060	61B HORSE	AR	37.07
SAMPSON, DEAN & AUDREY L	6/23/11	M_196633_921117	AYER RD	3900	DEVEL LAND	C	11.03
BANKS, JAMES V & PAULA J	20/7/2/1	M_189708_915593	60 SAWYER LN	GT20A	Single Fam	AR	66.1
MONTACHUSETT GIRL SCOUT COUNCIL INC	16/18/2/1	M_192036_916594	232 STILL RIVER RD	GT20A	Single Fam	AR	23
FREDRICK, ARDEN H, TTE	14/40/11	M_195913_917799	69 STILL RIVER RD	958C	RECREATION OTHER	AR	12.24
MYLLYKANGAS, TIMOTHY		M_194090_913717	OLD SCHOOLHOUSE RD	6010	C61 TEN YR	AR	4.22
WHITNEY LANE FARMS LLC	23/17/11	M_195119_916094	64 Westcott Rd	Chap61A			
HECTOR NANCY T	13/64/11	M_195567_917862	WHITNEY LN	7130	FIELD CRPS	C	12.06
DELKER BROTHERS LAND MANAGEMENT LLC	2/7/1/1	M_193947_921975	OLD LITTLETON RD	8030	61B NATURE	C	5.57
MARGARET GOYLE-NESTLER	43/3/4/1	M_194084_918346	AYER RD	1300	RES ACLNDV	AR	9.05
MCLAUGHLIN FAMILY TRUST (C/O LEAH FERGUSON)		M_195410_917890	34 GRUFT LN	GT20A	Single Fam	AR	23-94
BROMFIELD TRUST	22/B 40/11	M_193141_916343	181 Old Littleton Rd	Chap61A			
NATHAN R ALDRICH	31/13/11	M_192503_913918	4 POND RD	9560	MUSEUM/LIBRARY	AR	6.8
CHIPMAR, LLC	23/30/11	M_195363_915456	168 BOLTON RD	1060	AC LND IMP	AR	16.74
NEW ENGLAND POWER CO	31/11/11/11	M_193641_912976	MASS AV	7170	PROD WOOD	AR	39.46
NEW ENGLAND POWER CO	28/30/11	M_195144_914256	BROWN RD	1320	RES ACLNUD	AR	11.9
NEW ENGLAND POWER CO	19/8/11	M_196538_917451	STOW RD	423V	ELECT ROW VAC	AR	3.63
TEFIELD GROUP LLC	2/43/2/1/1	M_195569_921568	LITTLETON CNTY RD	423V	ELECT ROW VAC	AR	24.68
IAFT LLC	4/14/11	M_192885_921089	SHAKER RD	8050	61B GOLF	C	8.91
SHAW, JOSEPH ANTHONY	13/1/1/1	M_194167_917936	62 OLD MILL RD	GT20A	Single Fam	AR	26
WESTWARD ORCHARDS INC	23/34/11	M_194964_915591	LITTLETON RD	1320	RES ACLNUD	AR	17
			MASS AV	7140	ORCHARDS	C	56

Addendum B: Potential Open Space for Athletic Playing Fields; Town of Harvard Open Space Committee

WESTWARD ORCHARDS INC	18/54/11	M_194314_916692	OAK HILL RD	7140	ORCHARDS	C	25.15
MCLAUGHLIN, SEAN	12/34/11	M_193637_918706	132 AYER RD	GT20A	AC LND IMP	AR	49.93
BERWIND BROTHERS LLC	1/5/11	M_193404_921317	309 AYER RD	GT20A	Single Fam	AR	53.7
CRAFTSMAN-VILLAGE-HARVARD-LLG	2/7/11	M_193947_921975	AYER RD	4900	RES-ACLNBY	AR	9.05
WESTCHESTER COMPANY INC	4/18/11	M_192909_920805	OLD MILL RD	1300	RES ACLNDV	AR	10.13
LATHAM, DAVID & VIRGINIA	18/17/11	M_194978_917565	OLD LITTLETON RD	7180	PASTURE	C	5
NIGZUS, STEVE & TRIANTARIS, GEORGE	16/27/11	M_191334_916660	MADIGAN LN	7130	FIELD CRPS	AR	4
PARKINSON, PHYLLIS T	14/8/11	M_195847_918061	OLD LITTLETON RD	8030	61B NATURE	C	1.5
LTI HARVARD ORCHARD LP	2/74/11	M_193986_921398	320 AYER RD	GT20A	Single Fam	C	23
WILLARD FAMILY REALTY TRUST (C/O WENDELL & PAUL WILL)	14/53/21	M_190083_915576	218 Still River Rd	Chap61A			
TURNER, KEITH & VESENKA-TURNER, MARY H	27/103/11	M_197225_918337	LITTLETON CNTY RD	7130	FIELD CRPS	C	9.87
CUTLER	2/40/21	M_193864_914588	EAST BARE HILL RD	7170	PROD WOOD	C	34.37
TRACEY, DANIEL E & MELISSA	4/52/11	M_195166_921620	SHAKER RD	6010	C61 TEN YR	AR	19.9
REM REALTY TRUST		M_193565_920453	OLD MILL RD	3900	DEVEL LAND	C	7.5
SKAUEN-HINCHLIFFE, DEBORAH		M_190306_915507	221 Still River Rd	Chap61A			
Harvard_Muni_Vacant	32/56/11	M_194630_913506	STOW RD	9300_MV	V SELECTMEN	AR	13.48
Harvard_Muni_Vacant	22/B 11/11	M_193611_916111	65 MASS AV	9300_MV	V SELECTMEN	AR	24
BOBZIN, JEFFERY J & RUTH E	4/13/11	M_192615_920674	76 OLD MILL RD	GT20A	Single Fam	AR	31
DELANEY, JOHN & RAJUNAS, SUSAN		M_195960_918475	243 Old Littleton Rd	Chap61B			
COMBS, JENNIFER MALLOY		M_193741_916570	35 Oak Hill Rd	Chap61B			
OAK MEADOWS WAY LLC (MALLOY COMBS)		M_196616_917928	181 Littleton County	Chap61B			
KWW HARVARD LLC	35/35/11	M_193000_912484	2 BROWN RD	GT20A	Single Fam	AR	79.4
CARLSON ORCHARDS INC	18/62/2/1	M_194714_916597	OAK HILL RD	7140	ORCHARDS	AR	2.11
CARLSON ORCHARDS INC	18/36/11	M_195849_916929	LITTLETON CNTY RD	7140	ORCHARDS	AR	33.38
HAZEL, NANCY J	8/43/11	M_193602_919001	150 AYER RD	GT20A	MULTI HSES	AR	49
SISTERS OF ST BENEDICT CENTER	25/19/11	M_189517_914846	STILL RIVER RD	7120	TR CRP VEG	C	43
SLAVES OF THE IMMACULATE OF MARY	25/14/1/1	M_189225_914453	284 STILL RIVER RD	906R	CHURCH ETC	AR	76.02
MEAD, JONATHAN	13/10/11	M_194745_918513	163 LITTLETON RD	1060	AC LND IMP	AR	12.45
LEE, DOLORES	16/14/2/1	M_190578_916468	PROSPECT HILL RD	7130	FIELD CRPS	AR	7.67
WONG, CHUNG MOU	27/43/11	M_192572_914628	112 BOLTON RD	GT20A	Single Fam	AR	27.84
LONG BEAK REALTY, LLC	6/21/11	M_196652_920576	SAWYER LN	1320	RES ACLNUJ	AR	54
GAROFALO, HEIDI J & LOUIS A	11/26/11	M_191592_918339	PROSPECT HILL RD	8030	61B NATURE	AR	1.9
ARNOLD, TIMOTHY T & SARAH Y	4/57/11	M_192896_920328	57 OLD MILL RD	GT20A	Single Fam	AR	27.14
WARREN FAMILY TRUST	8/19/11	M_192785_919890	52 LANCASTER CNTY RD	GT20A	MULTI HSES	AR	30.49
COMMUNITY HARVEST PROJECT, INC.	16/11/1/1	M_191491_917203	115 PROSPECT HILL RD	950V	V CHARITABLE	C	75.02
CASE, RICHARD JR.	30/106/11	M_191918_913041	BOLTON RD	6010	C61 TEN YR	AR	10.3
SWEENEY CHARITABLE REMAINDER UNITR	3/1/2/1	M_196228_921421	SHAKER RD	1320	RES ACLNUJ	AR	21.28
HEUDORFER, JOHN, TTE	38/5/11	M_194829_911341	STOW RD	7180	PASTURE	AR	4.58
LARD, JOHN & SETZCO, HOWARD C, TTES	8/50/11	M_192337_919079	OLD SHIRLEY RD	6010	C61 TEN YR	AR	0.9
HANNIGAN, JAMES R & SIBLEY A	2/73/11	M_194375_921482	6 MYRICK LN	GT20A	Single Fam	AR	29.62



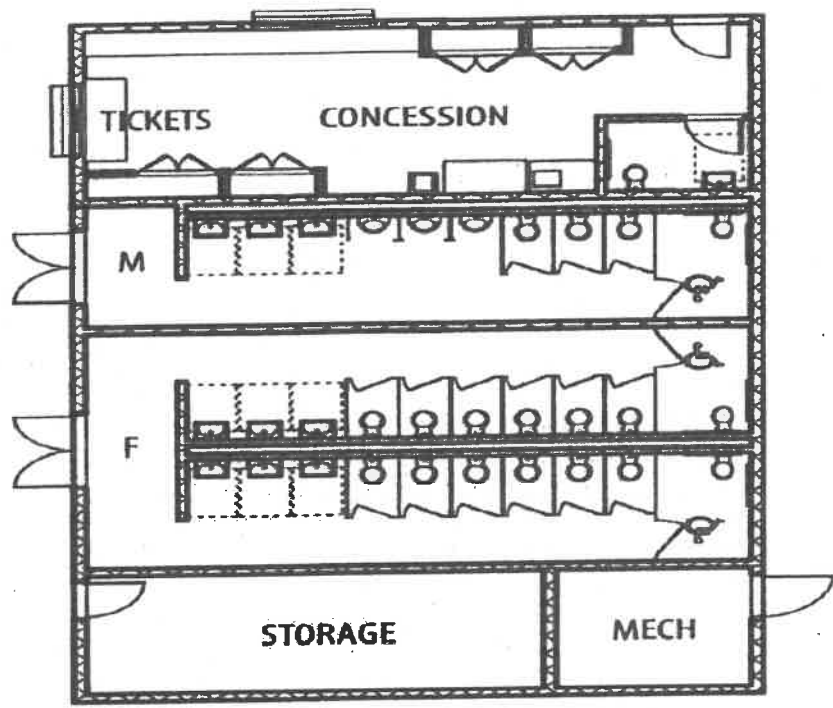
- OS_meeting_criteria
- Zone 1 Wellhead Protection
- Interim Wellhead Protection Area
- Zone 2 Wellhead Protection
- ▨ Marsh/Bog
- ▨ Wooded marsh
- MassDOT_Roads_ToH
- Potential_Rec_OS

Potential open space for athletic fields meets the following criteria:

- slope < 3 degrees
- outside of a 100' wetland buffer
- outside of a Zone 1 well head protection area
- road frontage > 50'

Potential Open Space for Athletic Playing Fields

Addendum C – Sample layout of Building for bathrooms, concessions, ticketing, storage (Source: Ayer Shirley Regional Sports Fields – Field Masterplan Re-evaluation, 2019 [https://www.shirley-ma.gov/sites/g/files/vyhlf5001/f/uploads/asrd_sports_fields_plan_-_option_4_-_05-14-2019_1.pdf])



CONCESSION STAND / TOILETS FOR 400 SPECTATORS / STORAGE AND TICKETS

SOCCKER FIELD

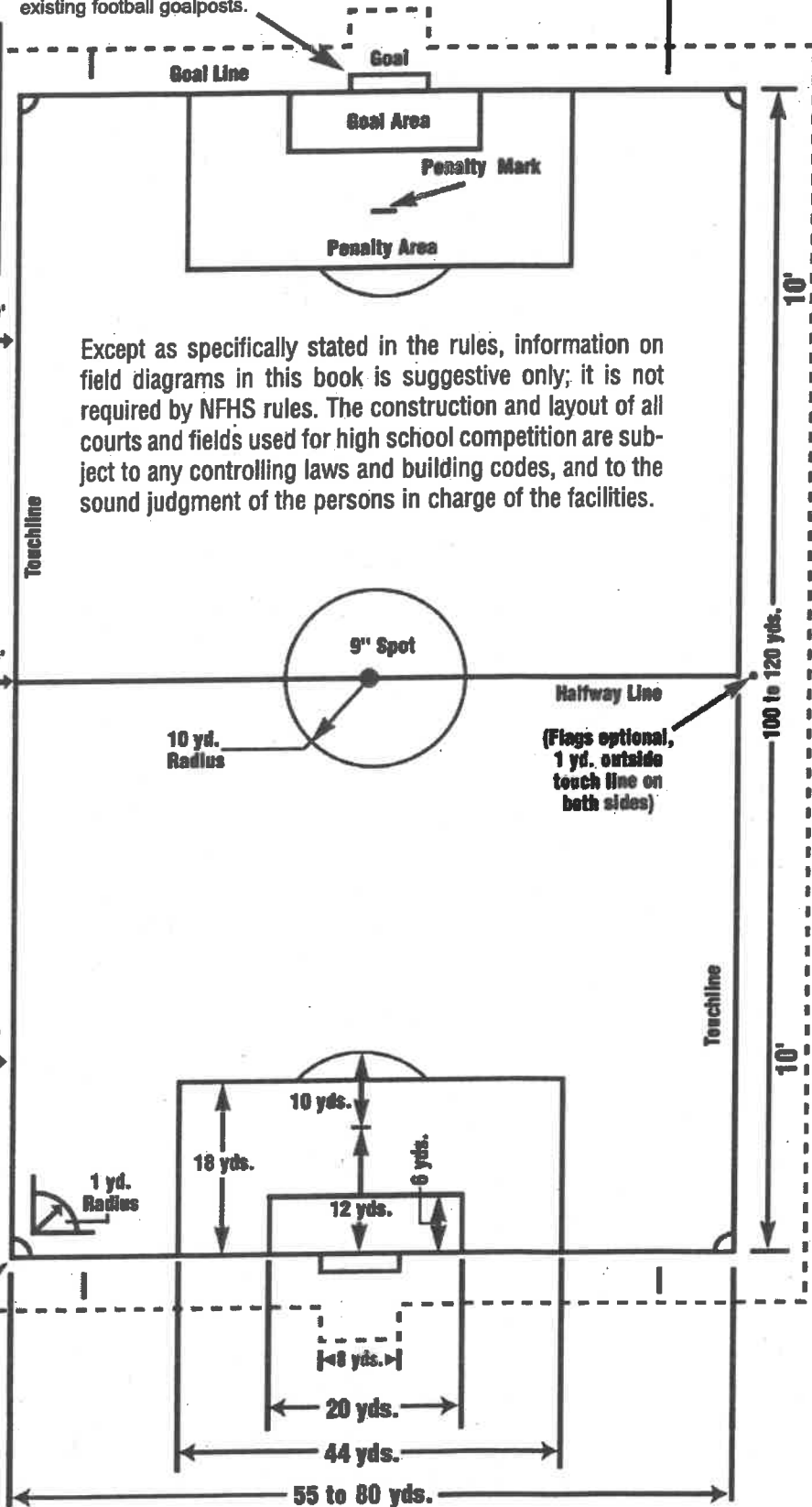
*MEASUREMENTS are taken from outside to outside of the line.

If used on a football field, portable goals should be anchored at least 2 yards in front of the base of the existing football goalposts.

HASH MARK (optional)
(1 yd. in length beyond goal line;
11 yds. from touch line;
located at each corner of field)

For information on recommended specifications for lighting, you may contact:
Illuminating Engineering Society of North America
345 East 47th Street
New York, NY 10017
212-249-6000

Dotted line is minimum boundary for spectators, fencing or any objects.



Except as specifically stated in the rules, information on field diagrams in this book is suggestive only; it is not required by NFHS rules. The construction and layout of all courts and fields used for high school competition are subject to any controlling laws and building codes, and to the sound judgment of the persons in charge of the facilities.

Pole: Minimum 1" diameter.
Flag: Minimum 5' high.
Install touching the outer edge of the lines at the corner.

An engineered natural turf soccer field should have a minimum of one-and-one-half percent (1.5%) slope for fields which are surface drained. For natural turf fields with a sub-surface drain system the slope should be no less than one (1.0%) percent. For synthetic turf fields with a sub-surface drain system the slope should be no less than one half of one (0.5%) percent. Slope is measured from center to side. For consulting services, contact SportsPLAN Studio, 816-842-5200.