

**SELECT BOARD
AGENDA
Tuesday, March 17, 2020
7:00pm
Town Hall Meeting Room
13 Ayer Road, Harvard, MA 01451**

Alice von Loesecke (Chair), Rich Maiore, Lucy Wallace, Kara McGuire Minar, Stu Sklar

- 1) *Call Meeting to Order – Alice von Loesecke***
- 2) *Apple Guy Flowers LLC will be in attendance to introduce members of their team and describe their plans to open an adult-use marijuana cultivation establishment within the Town of Harvard. (7:00)***
- 3) *DPW Director Tim Kilhart will review the Ayer Road reconstruction project (7:15)***
- 4) *Public Communication (7:30)***
- 5) *Review and finalize FY21 budget and Annual Town Meeting warrant discussion to include override and Transfer Station cost allocation (7:35)***
- 6) *Action/Discussion Items: (8:15)***
 - a) *Recognize resignations of Jared Wollaston from the Cultural Council and Joseph Reynolds from the Park & Recreation Commission***
 - b) *Appointment of Bob O'Shea and Darren Magan to the Park & Recreation Commission***
 - c) *Appointment of Brian Wickman to the Commission on Disabilities***
 - d) *Act on Carlson Orchards Farmers Series Pouring Permit***
 - e) *Coronavirus (COVID 19)***

***NEXT SCHEDULED MEETING
Town Hall Meeting Room
TBD
7:00pm***



February 12, 2020

Town of Harvard, MA
Board of Selectmen
Alice von Loesecke, Chair (via email: avonloesecke@gmail.com)
Stu Sklar
Lucy Wallace
Kara McGuire Minar
Rich Maiore

Town of Harvard
13 Ayer Road
Harvard, MA 01451

To the Honorable Harvard Selectboard:

My name is Blake Mensing and I am a cannabis attorney exclusively representing aspiring cannabis businesses here in Massachusetts and am writing today on behalf of my client, Apple Guy Flowers LLC (“AGF”). By way of background, I am a former municipal attorney and served as associate town counsel to seven municipalities throughout the Commonwealth. I have advised boards of selectmen on the Department of Public Health’s medical marijuana program (now regulated by the Cannabis Control Commission), revised and drafted general and zoning bylaws, and served as a resource to planning boards and other municipal bodies. In addition, I am a former Conservation Commissioner and am therefore particularly sensitive to the demands placed on local regulators.

I am writing today to respectfully request an audience at the earliest opportunity with the Board of Selectmen so that we may more fully describe AGF’s plans to open an adult-use marijuana cultivation establishment within the Town of Harvard and to introduce members of the team to the Board. We would also greatly appreciate any guidance the Board is able to provide with respect to the Town’s preferred order of operations with respect to the required Host Community Agreement and local permitting.

We would like to appear before the Board of Selectmen at the first available opportunity in March to formally introduce myself and the rest of the AGF team to the Town of Harvard.

Sincerely,

Blake M. Mensing
Founder & Chief Counsel
The Mensing Group LLC
100 State Street, 9th Floor
Boston, MA 02109
Direct: (617) 333-8725
Email: Blake@MensingGroup.com



BUSINESS OVERVIEW

Executive Summary

Apple Guy Flowers (AGF) is a proposed outdoor cannabis farm in Massachusetts. AGF will operate as a Tier II Cultivation facility, licensed by the Massachusetts Cannabis Control Commission. This license type will allow AGF to cultivate 5,000-10,000 square feet of canopy space.

AGF will produce raw cannabis flower, grown using organic methods and natural sunlight. AGF's cultivation methods and attention to detail will allow for the creation of material that is of higher quality than large scale outdoor cultivation facilities but produced at a lower cost than energy-intensive indoor cultivation. This material will then be sold to a licensed product manufacturer, to be turned into cannabis concentrates that are co-branded as a collaboration between AGF and the manufacturer.

AGF's organic, outdoor methods will allow Massachusetts cannabis consumers a sustainable, craft alternative to the products currently available in the market while also competing with prices found on the illicit market.

Company Background and Overview

Company Description

Apple Guy Flowers LLC is a Massachusetts based company aimed at normalizing local cannabis agriculture with high quality, affordable products.

Mission

The mission of Apple Guy Flowers is to produce high quality, organic outdoor cannabis for extract products, to be sold at a competitive price point that helps eliminate the illicit market. AGF hopes to be a leader in proving that there is a place for small farmers in the legal Massachusetts cannabis marketplace.

Vision

The vision of Apple Guy Flowers is to create a world where locally produced cannabis and food are normal parts of everyday life. By offering a sustainable, organic and local product to consumers, AGF hopes to build a loyal following of cannabis consumers.

Key Goals

- Acquire all necessary state and local approvals
- Successfully harvest 50 lbs a year of cannabis flower for use as raw material for extract
- Partner with a product manufacturer to establish a brand and get products to consumers

Situational Analysis

As a registered marijuana business, Apple Guy Flowers [AGF] will operate under the framework and guidance of the Cannabis Control Commission and Massachusetts laws and regulations. AGF will operate as an adult use Tier II Cultivation facility, which allows for up to 10,000 square feet of canopy space.

While the adult use cannabis market has developed significantly in Massachusetts since it was first legalized in 2016, demand still largely outpaces supply. Wholesale prices for a pound of flower are averaging between [\\$3000-\\$4200 as of August 2019](#), much higher than most legal marketplaces in the United States. As of January 2020, there are only two other operating outdoor cultivation facilities in Massachusetts.

PEST

Political	Economic	Social	Technological
<ul style="list-style-type: none"> ● Regulated by the Cannabis Control Commission of Massachusetts ● Municipal approvals required ● State Application Fee: \$200 ● State license renewal Fee: \$1250 ● Significant changes to regulatory system possible as the market matures and federal policy changes 	<ul style="list-style-type: none"> ● Wholesale only, Market currently limited to Massachusetts regulated cannabis businesses ● High demand for raw cannabis material for extracts/edibles ● Outdoor cultivation has much lower start-up/overhead costs compared to other methods 	<ul style="list-style-type: none"> ● Consumers currently do not have access to sungrown, sustainable cannabis grown by local farmers ● Cannabis advertising restricted by state; word-of-mouth and guerilla marketing important 	<ul style="list-style-type: none"> ● Digital seed-to-sale tracking to ensure regulatory compliance ● Outdoor cultivation significantly more sustainable than current indoor/greenhouse methodology ● Use of social/digital media important for marketing due to restrictions on print/TV advertising

SWOT

-	Helpful	Harmful
Internal	Strengths: <ul style="list-style-type: none"> ● Low operating costs, ability to wholesale at lower cost than most operators ● Sustainable and local aspects of business is marketing opportunity ● Experience with cannabis cultivation and agriculture 	Weaknesses: <ul style="list-style-type: none"> ● Vulnerability of outdoor cultivation model to external factors ● Lack of capital compared to other applicants ● Reliance on external vendors/businesses (product manufacturers, transporters)
External	Opportunities: <ul style="list-style-type: none"> ● High demand for raw cannabis materials in current market ● Potential for strong customer loyalty ● Potential for future expansion as markets develop 	Threats: <ul style="list-style-type: none"> ● Uncertain regulatory/legal environment ● Competing in markets with well funded, international corporations ● Competition with illicit market ● Potential future competition from out-of-state markets if federal law changes ● Potential crop failure/weather impacts/contamination

Target Market

The total addressable market is current and prospective cannabis consumers who reside in or visit Massachusetts.

The service addressable market is cannabis consumers in Massachusetts who purchase cannabis derived products from licensed retailers and who are interested in cannabis that is grown sustainably by local farmers and available at a reasonable price point.

Consumers will be accessed through product manufacturers who are licensed to operate in Massachusetts. In order to maximize the unique branding opportunity for a product that is developed from locally grown sustainable cannabis in Massachusetts, the objective will be to find one or two product manufacturer businesses to develop an exclusivity agreement with to develop a line of products from cannabis provided by AGF. From there, these product manufacturers will be able to distribute these products to licensed retail stores in the state, where consumers will be able to purchase products.

As of January 23rd 2020, there are currently 23 licensed product manufacturers and 36 retailers who are operational, with dozens of additional applicants in the licensure pipeline.

Product

The product will be raw cannabis material to be used to manufacture cannabis products. The particular strains to be cultivated will be chosen based on:

- ability to thrive while growing in an outdoor environment
- ability to produce a large volume of usable product per plant
- cannabinoid production
- terpene production

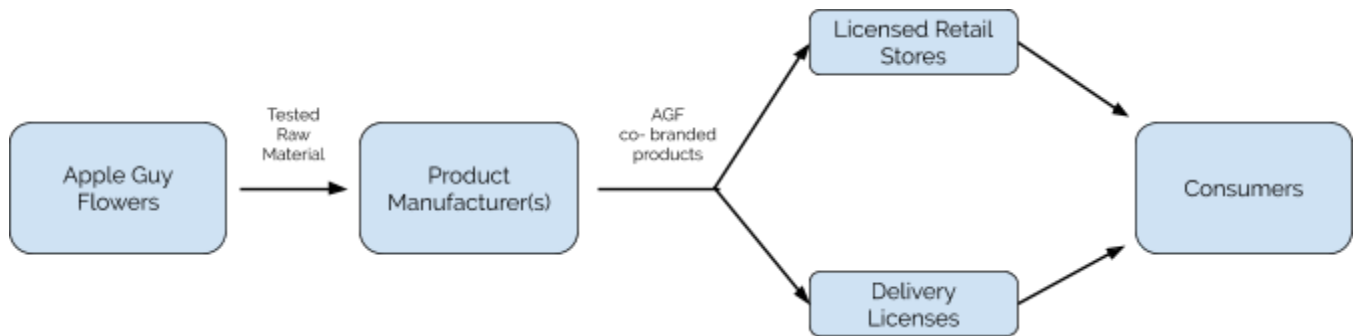
The cannabis will be grown using organic methods and natural sunlight. The size of the cultivation facility will allow each plant to be tended to and inspected regularly to ensure plant quality and health.

Plants will begin either as seeds or clones, depending on the strain and market availability. Plants will be planted in pots filled with organic soil that has been tested by a certified independent lab for contaminants, and placed in an area with adequate sunlight.

The planting will begin in the early spring once the risk of frost has sufficiently diminished, with harvest being completed in the fall before winter conditions set in. Weather forecasts for the site will be closely monitored for potential events that could have an adverse impact on the health of the plants, and mitigating actions to protect the plants will be taken should severe weather develop.

AGF will utilize process controls, non-chemical interventions, and homeopathic solutions to mitigate pest issues while staying regulatory compliant.

AGF will work with a licensed product manufacturer to convert the raw cannabis into products such as shatter, wax, and other forms of concentrates. An ideal product manufacturing partner will have cannabis industry experience, and will also ideally be a local business with similar values and goals as AGF.



Promotion

- AFG will work closely with its partnered product manufacturers to promote its brand and products. The identity of all AGF co-branded products will be formed around:
- AGF’s partnership with existing licensed manufacturers
- AGF’s connections to the local agricultural and cannabis community
- The outdoor, natural growing environment of the product

AFG will ensure that all branding encourages responsible use of cannabis and complies with all applicable Massachusetts regulations. AFG will utilize the following channels for marketing purposes:

- Social Media
- Event Sponsorship/Tabling

AFG will utilize its team members to help staff promotional tables at public events and conventions. This will allow consumers to connect on a personal level with the actual farmers who are harvesting the materials that go into the cannabis products they consume. This will also allow staff to add value at points in the production season when on-site work is minimal, and will also help keep marketing costs low.

Production and Operations

Location

The cultivation location will be a small plot of farmland in northern Massachusetts, in a municipality that has not prohibited marijuana businesses from operating. The location will be selected in order to minimize startup costs and to maximize the efficiency of the cultivation operation.

Business Partners

AFG will utilize multiple business partners.

The Mensing Group

The mensing Group led by attorney Blake Mensing will be leading the municipality and state negotiations.

C3RN

AGF is utilizing C3RN for license application and municipal approval support.

Transportation

AGF will utilize a licensed marijuana transporter to move sold product to licensed product manufacturers. AGF will either utilize the transportation of the product manufacturer to accomplish, or AGF will contract with a licensed third party transporter.

Security

AGF will partner with a security contractor for assistance with the design and implementation of security systems and protocols that meet the requirements of MA law and regulations.

Agricultural Supplies

AGF will acquire all necessary agricultural supplies through small business vendors who are local to the area.

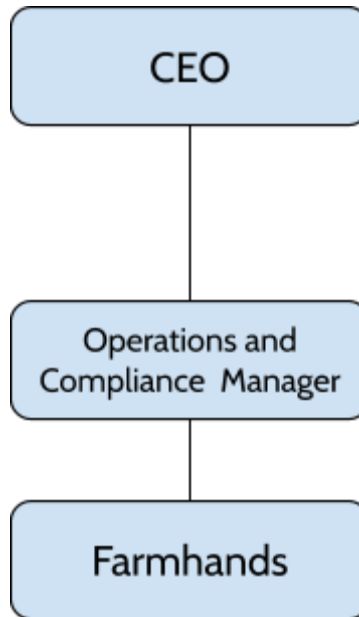
Accounting

AGF will utilize a third party accountant to manage financial accounts and to perform audits.

Production Plan

The growing process will usually commence in April, once the risk of frost and winter weather has significantly diminished. Temporary greenhouses will be constructed, and soil will arrive on-site and be mixed with proper nutrients. In May, clones will be planted in their pots. As the plants grow, trellising will begin to train the plants to grow in a way that maximizes the amount of sunlight and airflow the plant receives. During the early summer, sidewall trellising will be added to help support the weight of the plants as they continue to grow. Employees will carefully monitor the plants for any signs of rot or infestation, and will also prune any fan leaves that are inhibiting further growth. The sidewalls of the greenhouse will also be removed to increase air flow. In August and early September, pruning will continue, and employees will monitor for any signs of mold as wetter, cooler weather becomes more likely. As cooler weather approaches, the sidewalls of the greenhouses will be re-installed and fans will be utilized to maintain airflow. In October, the plants will be harvested and hung to dry, before being transported to a product manufacturer for processing.

Org Chart



Risks and Mitigation Actions

Crop Failure

A partial or complete crop failure would have a significant impact on AGF’s ability to be successful. As a result of federal prohibition, cannabis growers do not have any form of crop insurance that they can purchase to mitigate the financial impact of crop failure.

The two most common causes of crop failure are weather and pests/microbials. Weather-related crop failure can occur at any point in the grow cycle, but is most economically damaging when it occurs in the weeks leading up to harvest, when it is too late in the season to replant and the buds of the cannabis plant are fully formed.

A number of steps will be taken to mitigate the likelihood of crop failure due to weather conditions. Plants will be carefully selected based on their ability to thrive in New England’s climate. At the beginning of the season, short and long term weather forecasts will be carefully considered before planting begins to ensure the risk of frost is kept to a minimum. Weather will continue to be monitored throughout the growing season, with appropriate countermeasures taken to help protect the plants and agricultural equipment against any severe weather events.

Pests and microbials can also cause crop failure. Plants will be selected for their resistance to infestation and will be maintained in such a way to increase air flow and limit moisture buildup in order to minimize potential microbial growth. Plants will be closely inspected on a daily basis to look for signs of infestations or microbial growth. Any infected plants will be immediately quarantined to prevent further spread.

Theft

While no cannabis businesses in Massachusetts have been victimized by theft of cannabis products since the medical program was voted into law in 2012, cannabis remains a highly valuable commodity on the illicit market and would have a devastating impact on the company's financial and regulatory security. A number of steps will be taken to minimize theft, including adhering to Massachusetts security regulations at all times of operation. A security perimeter will be established around the facility, and law enforcement will be notified anytime an unauthorized person attempts to access the site. Law enforcement will also be informed of the day and time of any product transfers that will be occurring. Finally, standard operating procedures will be established and closely adhered to in order to minimize the threat of employee diversion.

**WARRANT FOR THE 2020 TOWN OF HARVARD
ANNUAL TOWN MEETING AND ELECTION
COMMONWEALTH OF MASSACHUSETTS**

WORCESTER, ss.

To the Constable of the Town of Harvard:

Greetings:

In the name of the Commonwealth, you are hereby required to notify and warn the inhabitants of the said Town, who are qualified to vote in Town affairs, to meet in The Bromfield School on Saturday, the 2nd day of May, 2020 at 1:00 p.m. by the clock to act on the following articles:

ARTICLE 1: ANNUAL REPORTS

To see if the Town will vote to hear the reports of the Select Board, School Committee, and any other officers or committees that may be ready to make a report and act thereon.
(Inserted by Select Board)

ARTICLE 2: EXTEND SUNSET DATE

To see if the Town will vote to extend the expenditure authorization expiration date for the expenditures authorized under the following articles:

- 1) Article 41 (Conservation Commission Invasive Plants) of the Warrant of April 5, 2016; and
- 2) Article 19 (Bromfield Hot Water Tanks), Article 21 Bromfield Bathroom Renovation, Article 22 (Cronin Auditorium Upgrade), and Article 28 (Conservation Commission Invasive Plants) all of the Warrant of May 5, 2018; and
- 3) Article 3 (Extend Sunset Date) of the Warrant of May 4, 2019 originally for Article 22 (Fire Pond Restoration) of the Warrant for the 2017 Annual Town Meeting; and
- 4) Article 22-4 (Conservation Commission Land) of the Warrant of May 4, 2019

to June 30, 2022, or take any vote or votes in relation thereto.
(Inserted by Select Board)

FINANCE COMMITTEE RECOMMENDS – the extension of the sunset date for all Articles above to June 30, 2022.

ARTICLE 3: OMNIBUS BUDGET

To see if the Town will vote to raise and appropriate, borrow, or transfer from available funds, such sums of money as may be necessary to defray the expenses of the Town for Fiscal Year 2020, or pass any vote or votes in relation thereto.
(Inserted by Finance Committee)

FINANCE COMMITTEE RECOMMENDS – the total amount of the Omnibus Budget and Enterprise Budget for Fiscal Year 2021 as detailed on pages 34 to 40.

ARTICLE 4: VOTING BOOTHS AND STANCHIONS

To see if the Town will vote to raise and appropriate a sum of money to be expended by the Town Clerk, to purchase a new portable voting booths and stanchions to be used for voting (early and election day voting) for the Town , or pass any vote or votes in relation thereto.
(Inserted by Select Board)

FINANCE COMMITTEE RECOMMENDS – the sum of \$1,000 be raised and appropriated to purchase a new portable voting booths and stanchions for the Town.

ARTICLE 5: Charlie Waite Field Electrical Repair

To see if the Town will vote to raise and appropriate, borrow, or transfer from available funds, a sum of money to be expended by the Department of Public Works Director, with the approval of the Select Board, to have the underground electrical system replace in order to facilitate the operation of the irrigation system, or pass any vote or votes in relation thereto.
(Inserted by Select Board)

FINANCE COMMITTEE RECOMMENDS – the sum of \$7,200 be raised and appropriated to have the electrical system replaced at Charlie Waite Field which will allow the DPW to use the irrigation system at this field..

ARTICLE 6: PERFORMANCE-BASED WAGE ADJUSTMENTS

To see if the Town will vote to raise and appropriate, borrow, or transfer from available funds, a sum of money to supplement the amount appropriated under Article 3 of the Warrant for the 2020 Annual Town Meeting for salaries and wages of non-school officials and employees in order to fund performance-based wage adjustments for Fiscal Year 2021, or pass any vote or votes in relation thereto.
(Inserted by Select Board)

FINANCE COMMITTEE RECOMMENDS – the sum of \$26,602 be raised and appropriated to supplement the amount appropriated under Article 3 of the Warrant for the 2020 Annual Town Meeting for salaries and wages of non-school officials and employees in order to fund performance-based wage adjustments for Fiscal Year 2021.

ARTICLE 7:

To see if the Town will vote to raise and appropriate, borrow or transfer from available funds, a sum of money to be expended by the Department of Public Works, with the approval of the Select Board, to contract with a professional company to purchase and install two SCADA control panels for the Harvard Water Department, with unexpended funds as of June 30, 2021 being returned to their funding source, or pass any vote or votes in relation thereto.

FINANCE COMMITTEE RECOMMENDS –

ARTICLE 8:

To see if the Town will vote to raise and appropriate, borrow or transfer from available funds the sum of money to be spent by the Fire Chief with the approval of the Select Board to replace the valves that are used for water supply during a fire event and to replace the piping for the deck gun on Engine 2, which will allow it to be lowered below the height of the rest of the truck while in transit, or pass any vote or votes in relation thereto.

FINANCE COMMITTEE RECOMMENDS –

**ARTICLE 9: CAPITAL PLANNING AND INVESTMENT COMMITTEE
RECOMMENDED EXPENDITURES**

To see if the Town will vote to raise and appropriate, borrow, or transfer from available funds, the following sums of money to be expended by the following boards and officials for the capital projects and acquisitions described and numbered below, each of which shall be a separate appropriation, and to provide for said appropriations from the funding sources with the expenditure expiration dates set forth below, or pass any vote or votes in relation thereto: **(See pages 16 & 17 of this book for detailed descriptions of the following items. Each of these items will be discussed separately, and if Town Meeting or the moderator wishes they will be voted separately.)**

	<i>Description of Acquisition or Project</i>	<i>Board or Official Authorized to Expend Funds</i>	<i>Amount</i>	<i>Funding Sources and Expiration Date</i>
1	Restore and Expand War Monument on the Common	War Monument Committee with Select Board approval	\$32,000	Capital Stabilization and Investment Fund June 30, 2021
2	Ayer Road Market Study and Fiscal Impact Analysis	Planning Board with Select Board approval	\$37,000	Capital Stabilization and Investment Fund June 30, 2022
3	Police Cruiser Replacement	Police Chief with Select Board approval	\$45,950	Capital Stabilization and Investment Fund June 30, 2021
4	Middle School Ramp (add alternates)	Superintendent of Schools with School Committee approval	\$230,000	Capital Stabilization and Investment Fund June 30, 2022
5	Cronin Auditorium Improvements/Renovation	Superintendent of Schools with School Committee approval	\$50,000	Capital Stabilization and Investment Fund June 30, 2022
6	Bromfield Athletic Lockers/Showers Design Study	Superintendent of Schools with School Committee approval	\$20,000	Capital Stabilization and Investment Fund June 30, 2021

7	Bromfield Air-Conditioning	Superintendent of Schools with School Committee approval	\$150,000	Capital Stabilization and Investment Fund June 30, 2022
8	Reconstruct and Repair Town Roads	Department of Public Works Director with Select Board approval	\$225,000	Capital Stabilization and Investment Fund June 30, 2021
9	Ayer Road Engineering Study	Department of Public Works Director with Select Board approval	\$75,000	Capital Stabilization and Investment Fund June 30, 2022
10	Light Duty Utility Truck w/plow	Department of Public Works Director with Select Board approval	\$65,000	Capital Stabilization and Investment Fund June 30, 2021
11	Small Tractor for Athletic Fields and Sidewalks	Department of Public Works Director with Select Board approval	\$49,000	Capital Stabilization and Investment Fund June 30, 2021
12	DPW Building Needs Study	Department of Public Works Director with Select Board approval	\$40,000	Capital Stabilization and Investment Fund June 30, 2021

(Inserted by the Capital Planning and Investment Committee)

FINANCE COMMITTEE AND THE CAPITAL PLANNING AND INVESTMENT COMMITTEE RECOMMEND – the passage of this article and all of the items 1 through 12 and that all of these be funded from the Capital Stabilization and Investment Fund.

ARTICLE 11: CAPITAL PLANNING AND INVESTMENT COMMITTEE DEBT RECOMMENDATIONS

To see if the Town will vote to raise and appropriate, borrow or transfer from available funds, the following sums of money to be expended by the following boards and officials for the capital projects and acquisitions described and numbered below, each of which shall be a separate appropriation, and to determine whether such appropriation shall be provided by a borrowing pursuant to the provisions of Massachusetts General Laws Chapter 44, contingent upon the passage of a Proposition Two and One-half debt exclusion ballot question(s) at the May, 2019 Annual Town Election, or pass any vote or votes in relation thereto: **(see pages 17 & 18 of this book for detailed descriptions of the following items. Each of these items will be discussed separately, and if Town Meeting or the moderator wishes they will be voted separately.)**

<i>Description of Acquisition or Project</i>	<i>Board or Official Authorized to Expend Funds</i>	<i>Amount</i>	<i>Funding Sources and Expiration Date</i>
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1	COA Hildreth House Expansion/Addition	Council on Aging with Select Board approval	\$4,300,000	Borrowing MGL Ch. 44 Proposition Two and One-half ballot question
2	Middle School Ramp Replacement	Superintendent of Schools with School Committee approval	\$660,000	Borrowing MGL Ch. 44 Proposition Two and One-half ballot question

(Inserted by the Capital Planning and Investment Committee)

FINANCE COMMITTEE RECOMMENDS – the passage of Item 2 of Article 10 and DOES NOT RECOMMEND the passage of Article 23, Item 1. The Finance Committee does not recommend item 1 of this article, COA Hildreth House Expansion/Addition, as a majority of the Committee believes this is not the time to be adding this level of debt to the Town’s debt portfolio.

CAPITAL PLANNING AND INVESTMENT COMMITTEE RECOMMENDS – the passage of items 1 and 2 of this article and that they all be funded through the issuance of debt.

ARTICLE 11: OLD LIBRARY ROOF ADDITIONAL FUNDING

To see if the Town will vote to raise and appropriate, borrow, or transfer from available funds the sum of \$921,360 to be combined with funds (\$480,000) appropriated under Article 23 (#3), to...

ARTICLE 12: COMMUNITY PRESERVATION COMMITTEE REPORT

To see if the Town will vote to accept the report and recommendations of the Community Preservation Committee on the Fiscal Year 2021 Community Preservation Budget as printed in the 2020 Finance Committee Book, or pass any vote or votes in relation thereto.
(Inserted by the Community Preservation Committee)

Commented [MS1]: This text needs to be updated

ARTICLE 13: COMMUNITY PRESERVATION COMMITTEE

To see if the Town will vote to appropriate and transfer the following sums of money to be expended by the following boards and officials for the projects described and numbered below, each of which shall be a separate appropriation and transfer, and to provide for said appropriations from the funding sources with expenditures to begin in Fiscal Year 2020 with expiration dates set forth below, or pass any vote or votes in relation thereto: **(see the CPC Report on pages 26 & 27)**

(Inserted by the Community Preservation Committee)

<i>Description of Acquisition or Project</i>	<i>Board or Official Authorized to Expend Funds</i>	<i>Amount</i>	<i>Funding Sources and Expiration Date</i>
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1	Tennis Court Resurfacing	Harvard Public Schools	\$40,000	Fiscal 2021 Community Preservation Fund Unspecified Reserves June 30, 2022
2	Restoration of the Bromfield Wall along Massachusetts Avenue	Harvard Historical Commission	\$89,200	Fiscal 2021 Community Preservation Fund Unspecified Reserves June 30, 2022
3	Preservation of Historic Fire Department Documents	Harvard Fire Department	\$6,000	Fiscal 2021 Community Preservation Fund Unspecified Reserves June 30, 2021
4	Affordable Housing Funds	Municipal Affordable Housing Trust	\$33,000	Fiscal 2021 Community Preservation Fund Unspecified Reserves
5	Conservation Commission Fund	Conservation Commission	\$150,000	Fiscal 2021 Community Preservation Fund Unspecified Reserves
6	Community Preservation Committee Administrative Expenses	Community Preservation Committee	\$2,500	Fiscal 2021 Community Preservation Fund Unspecified Reserves June 30, 2021

ARTICLE 14: NEW AMBULANCE ENTERPRISE FUND

To see if the Town will vote to establish an Ambulance Enterprise Fund in accordance with the provisions of MA General Law Chapter 44, Section 53F1/2 for the Fiscal Year July 1, 2020 through June 30, 2021 and that the balances of the Ambulance Revolving Fund and Receipts Reserved for Appropriation be transferred to the fund balance of the enterprise fund, or take any other vote or votes in relation thereto.

ARTICLE 15: FY2021 ENTERPRISE FUND BUDGETS

To see if the Town will vote to raise and appropriate or transfer from available funds sums of money to defray the regular expenses of the Town Enterprise Funds (Water and Ambulance), in accordance with the provisions of MA General Law Chapter 44, Section 53F1/2 for Fiscal Year 2021, or take any other action relative thereto.

ARTICLE 16: AMEND THE CODE OF HARVARD, CHAPTER 21, REVOLVING FUNDS

To see if the Town will vote to amend the Code of Harvard, Chapter 21, Revolving Funds, by adding thereto a new section, Section 21-5.8, Park and Recreation Field Maintenance Revolving Fund as follows:

§ 21-5.8 Parks and Recreation Field Revolving Fund.

- A. Fund name. There shall be a separate fund called the Parks and Recreation Field Maintenance Revolving Fund authorized for use by the Parks and Recreation Commission.

- B. Revenues. The Town Accountant shall establish the Parks and Recreation Field Maintenance Revolving Fund as a separate account and credit to the Fund all of the program and activity fees charged and received by the Parks and Recreation Commission in connection with the activities at the town fields operated by the Parks and Recreation Commission.
- C. Purposes and expenditures. During each fiscal year, the Parks and Recreation Commission may incur liabilities against and spend monies from the Parks and Recreation Field Maintenance Revolving Fund for the expenses of the Town Fields.
- D. Fiscal Years. The Parks and Recreation Beach Revolving Fund shall operate for fiscal years that begin on or after January 1, 2020.

This fund will have all revenues collected in accordance with Section 21-5.8 B. above credited to the Fund starting on January 1, 2020.

And by also deleting Section 21-5.3, Ambulance service Revolving Fund, or pass any vote or votes in relation thereto.
(Inserted by Select Board)

FINANCE COMMITTEE RECOMMENDS –

ARTICLE 17: REVOLVING FUNDS

To see if the Town will vote to set the following limits on the amounts to be expended from the following revolving funds during Fiscal Year 2020:

Revolving Fund	Expenditure Limit
Council on Aging	\$35,000.
Fourth of July Committee	\$40,000.
Fire Department S.A.F.E. Program	\$15,000.
Application Review Advertising & Professional Service Cost	\$1,000.
Harvard Community Cable Access Committee	\$25,000.
Parks and Recreation Beach	\$65,000.
Park and Recreation Field Maintenance	\$65,000.

or pass any vote or votes in relation thereto.
(Inserted by Finance Committee)

FINANCE COMMITTEE RECOMMENDS – the authorization of the expenditure limits above in accordance with the Town’s bylaws.

ARTICLE 18: AMEND CHAPTER 412 OF THE ACTS OF 2018 – CAP ON PROPERTY TAXES FOR MEANS TESTED SENIORS

To see if the Town will vote to authorize the Select Board to petition the General Court of Massachusetts to amend Section One of the legislation as follows:
[Key to revisions; underlining = additions; ~~strike through~~ = deletions]

“SECTION 1. With respect to each qualifying parcel of real property classified as class one, residential in the town of Harvard there shall be ~~an exemption from a cap on~~ the property tax equal to 10 per cent of total annual household income, or such other per cent of income as determined under section 3. The exemption shall be applied to the domicile of the taxpayer only. The exemption provided for in this section shall be in addition to any other exemptions allowed pursuant to the General Laws, provided that, in no event shall the property taxes be reduced by more than 50 per cent by this exemption.”

Or pass any vote or votes in relation thereto.

(Inserted by Select Board)

ARTICLE 19: ACCEPTANCE OF GIFTS OF PROPERTY

To see if the Town will vote to accept gifts of land or interests in land for any municipal purpose, and authorize the Select Board to acquire said parcels of land or interests therein so donated or purchased by eminent domain for the purpose of confirming and making clear the Town’s title to said parcels of land or interests therein, or pass any vote or votes in relation thereto.

(Inserted by Select Board)

FINANCE COMMITTEE COMMENT -- We encourage residents to consider a tax-deductible donation of land to the Town. The Town gives thanks to those who have made such a donation.

ARTICLE 20: ACCEPTANCE OF HIGHWAY FUNDS

To see if the Town will vote to accept State funds to be used for reconstruction and improvements of public ways, or pass any vote or votes in relation thereto.

(Inserted by Select Board)

FINANCE COMMITTEE COMMENT -- We are pleased that these funds continue to be distributed and look forward to the release of Fiscal Year 2020 Chapter 90 awards.

And furthermore, in the name of the Commonwealth, you are hereby required to notify and warn the inhabitants of the said Town who are qualified to vote in Town affairs, to meet at The Bromfield School, 14 Massachusetts Avenue, on Tuesday, the 5th day of May, 2020, to cast their ballots for the following officers and questions:

Moderator, one position for one year; Select Board, two positions for three years; Library Trustee, two positions for three years; School Committee, two positions for three years; and Warner Free Lecture Society Trustee, two positions for three years.

QUESTION #1 – GENERAL OVERRIDE

Shall the Town of Harvard be allowed to assess an additional \$320,000 in Real Estate and Personal Property Taxes for the purpose of funding the operating budgets of the Public Schools and the Town for the fiscal year beginning July 1, 2020?

YES _____ NO _____

(Requires a majority vote for passage.)

QUESTION #2 – COUNCIL ON AGING HILDRETH HOUSE EXPANSION/ADDITION

Shall the Town of Harvard be allowed to exempt from the provisions of Proposition two-and-one-half, so called, the amounts required to pay for the bonds issued in order to design, engineer, bid, and construct a new detached addition to the Hildreth House?

YES _____ NO _____
(Requires a majority vote for passage.)

QUESTION #3 – MIDDLE SCHOOL RAMP REPLACEMENT

Shall the Town of Harvard be allowed to exempt from the provisions of Proposition two-and-one-half, so called, the amounts required to pay for the bonds issued in order to replace the Middle School Ramp?

YES _____ NO _____
(Requires a majority vote for passage.)

QUESTION #4 – SLATE ROOF FOR OLD LIBRARY

Shall the Town of Harvard be allowed to exempt from the provisions of Proposition two-and-one-half, so called, the amounts required to pay for the additional bonds issued in order to replace the slate roof on the Old Town Library and repair the brickwork adjacent to the roof?

YES _____ NO _____
(Requires a majority vote for passage.)

(The polls will be open from 7:00 a.m. to 8:00 p.m.)

And you are directed to serve this Warrant by posting three attested copies thereof, one at the Town Hall, one at the Post Office in Harvard, and one at the Post Office in Still River, as directed by vote of the Town, seven days at least before the time of holding said meeting. Hereof fail not, and make due return of this Warrant with your doings thereon to the Town Clerk at the time and place of said meeting.

Given under our hands this 2nd day of April, Two Thousand and Nineteen.

Harvard Select Board:

Alice von Loesecke, Chair
Lucy B. Wallace
Richard Maiore
Kara McGuire Minar
Stuart Sklar

RECEIVED
HARVARD TOWN CLERK
2020 FEB 25 AM 10:40

February 25, 2020

To:

The Select-Board
Town of HARVARD

From: JARED WOLLASTON, 1 ELM STREET
Re: Position on THE Economic Council.

Please be advised that I have
previously decided to Resign from
The Harvard Economic Council and
this letter hereby formalizes my
Resignation to the Select Board.

Sincerely



+ (2nd Delivered) - HARVARD Town Clerk

Jared A. Wollaston, Real Estate Broker
Ma. Licensed Insurance Broker, CPCU-ARM
Distinctive Building & Garden Design
Consultation & Evaluation Services
One Elm Street, Harvard Ma. 01451 
Cell/Text : [617-875-4110](tel:617-875-4110)
E-Mail : jwollaston5000@gmail.com

+ 30 Years of Fine Real Estate & Design Services



From: Joseph Reynolds
Sent: Wednesday, March 4, 2020 1:48 PM
To: michelle lauria
Subject: Letter of Resignation

RECEIVED
HARVARD TOWN CLERK
2020 MAR -9 AM 8:49

Michelle,

It is with great regret that I must tender my resignation, effective immediately, to Parks and Recreation. Due to ongoing post-concussion symptoms, I am neither able to commit myself to the work required for successful attainment of Park and Receptions nor provide the services necessary to fulfill my obligation to the town.

I appreciate the opportunity I've been given to work with you and the board.

Thank you,

Joseph Reynolds

TOWN OF HARVARD

VOLUNTEER APPLICATION (12/02/2008)



Thank you for your interest in serving the town of Harvard. Please complete this application to be kept informed of volunteer opportunities and/or to apply for a specific position or fill a vacancy when one occurs. You may be also be contacted based on your stated areas of interest for other opportunities to volunteer. Your application will be kept on file for 3 years.

Date of Application: March 04, 2020

Applicant Information:

Name: Robert O'Shea

Address: 357 Old Littleton Rd.

Home/Work Phone # [REDACTED]

Mobile Phone# [REDACTED]

Email Address: [REDACTED]

Indicate below which Board(s) or Committee(s) are of interest to you:

Parks and Recreation

Have you previously been a member of a Board, Committee or Commission (either in Harvard or elsewhere)? If so, please list the Board name and your approximate dates of service:
Planning Board, Harbormaster, Parks and Recreation

Do you have any time restrictions? YES NO

Are you a registered voter? YES NO

Please list your present occupation and employer (you may also attach your résumé or CV)
Engineering Director, Raytheon Co., Lean 6 Sigma Master Black Belt

Do you, your spouse, or your employer have any current or potential business relationship with the Town of Harvard that could create a conflict of interest? (If YES, please describe the possible conflict) No

Please outline any education, special training or other areas of interest you have that may be relevant to the appointment sought.

Harbormaster attending P&R meetings for last 10 yrs
Personally re-built docks, moorings and hazard markers
Moved P&R website from old software to town site & Unipay financial system in support of P&R
Boat Kiosk Project Lead - To be released 4/1
CivicREC Project Lead - Field scheduling & robust parks & recreation financial program
MS Excel Guru

Received by Town of Harvard

Return to: Town Of Harvard, 13 Ayer Road, Harvard MA 01451 or email jdoucet@harvard.ma.us

TOWN OF HARVARD

VOLUNTEER APPLICATION (12/02/2008)



Thank you for your interest in serving the town of Harvard. Please complete this application to be kept informed of volunteer opportunities and/or to apply for a specific position or fill a vacancy when one occurs. You may be also be contacted based on your stated areas of interest for other opportunities to volunteer. Your application will be kept on file for 3 years.

Date of Application: March 11, 2020

Applicant Information:

Name: Darren Magan

Address: 10 Warren Ave. Harvard, MA 01451

Home/Work Phone # [REDACTED] **Mobile Phone#** [REDACTED]

Email Address: [REDACTED]

Indicate below which Board(s) or Committee(s) are of interest to you:

Parks & Recreation

Have you previously been a member of a Board, Committee or Commission (either in Harvard or elsewhere)? If so, please list the Board name and your approximate dates of service:

No

Do you have any time restrictions? YES NO

Are you a registered voter? YES NO

Please list your present occupation and employer (you may also attach your résumé or CV)

Alliance Director - Central

Do you, your spouse, or your employer have any current or potential business relationship with the Town of Harvard that could create a conflict of interest? (If YES, please describe the possible conflict) No

Please outline any education, special training or other areas of interest you have that may be relevant to the appointment sought.

Relevant knowledge of youth and school sports programs that utilize town fields

Received by Town of Harvard

Return to: Town Of Harvard, 13 Ayer Road, Harvard MA 01451 or email jdoucet@harvard.ma.us

TOWN OF HARVARD

VOLUNTEER APPLICATION (12/02/2008)



Thank you for your interest in serving the town of Harvard. Please complete this application to be kept informed of volunteer opportunities and/or to apply for a specific position or fill a vacancy when one occurs. You may be also be contacted based on your stated areas of interest for other opportunities to volunteer. Your application will be kept on file for 3 years.

Date of Application: January 30, 2020

Applicant Information:

Name: Brian Wickman

Address: 111 Depot

Home/Work Phone # [REDACTED]

Mobile Phone# [REDACTED]

Email Address: [REDACTED]

Indicate below which Board(s) or Committee(s) are of interest to you:

Disability

Have you previously been a member of a Board, Committee or Commission (either in Harvard or elsewhere)? If so, please list the Board name and your approximate dates of service:
Bromfield Student Counsel and School Counsel - both were a lifetime ago

Do you have any time restrictions?
within reason

YES

NO

Are you a registered voter?

YES

NO

Please list your present occupation and employer (you may also attach your résumé or CV)

HR Manager, Darmann Abrasive Products, Clinton MA 01510

Do you, your spouse, or your employer have any current or potential business relationship with the Town of Harvard that could create a conflict of interest? (If YES, please describe the possible conflict) Not that I'm aware of, nope.

Please outline any education, special training or other areas of interest you have that may be relevant to the appointment sought.

1. I'm missing a leg (not sure whether this falls under education or special training??? But it wasn't something I was particularly interested in so I wouldn't list it as a special interest!)
2. I've had some education/training in the fields of social work and chaplaincy and have been exposed to a broad range of the experiences, strengths, challenges and roadblocks faced by humans of many persuasions, ages, sizes, genders, abilities and more. If my input could be of assistance, let me know!

Received by Town of Harvard

Return to: Town Of Harvard, 13 Ayer Road, Harvard MA 01451 or email jdoucet@harvard.ma.us



The Commonwealth of Massachusetts
Alcoholic Beverages Control Commission

Licensing Authority Certification

Municipality: Harvard

ABCC Commission Decision

APPROVED

Ralph Sacramone
Executive Director

Date of Commission Decision: 03/05/2020

License Information:

Applicant Name/DBA:	CARLSON ORCHARDS INC.	License Number (if applicable):	05488-PP-0500
Premises Address:	115 Oak Hill Road Harvard MA 01451	Record Number:	2020-000200-RT-APP
Manager Name:	FRANKLYN CARLSON		
Class:	Annual	Granted Under Special Legislation?	Yes <input type="radio"/> No <input checked="" type="radio"/>
Category:	Wines Only		
On / Off Premises:	On-Premises Consumption	Is there a pledge on this license?	Yes <input type="radio"/> No <input checked="" type="radio"/>
Type:	Farmer Winery Pouring Permit	Is this license under a management agreement?	Yes <input type="radio"/> No <input checked="" type="radio"/>

Transaction Type:

New/Transfer License: New

Application Contact:

Name: JOHN P CONNELL

Title: Attorney

Phone: [REDACTED]

Email: JOHN@CONNELLLAWOFFICES.COM