



Posted 2.25.2021 at 4:20pm by JAD

**SELECT BOARD
AGENDA
Tuesday, March 2, 2021
7:00pm**

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

UpperTH ProWebinar is inviting you to a scheduled Zoom meeting.

Topic: Select Board

Time: Mar 2, 2021 07:00 PM Eastern Time (US and Canada)

Join Zoom Meeting

<https://us02web.zoom.us/j/84103989330?pwd=Zk9qRjRNSCt2aE5ITFVWc1ZTQnhuUT09>

Meeting ID: 841 0398 9330

Passcode: 305339

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Agenda Items

- 1) Community Preservation Committee (CPC) recommendations (7:00)
- 2) Historical Commission presentation on the Shaker Herb House (7:20)
- 3) Finance Committee budget recommendations (7:40)
- 4) Public Communication (8:10)
- 5) Town Administrator Report - miscellaneous issues & discussion items (8:15)
- 6) Approve minutes 2/16 (8:00)
- 7) Action/Discussion items: (8:05)
 - a) Discuss Planning Board articles for spring/fall Annual Town Meetings
 - b) Discuss draft letter in support of the proposed update of the current MA stretch energy code to a net zero stretch code.
- 8) Select Board Reports
- 9) **Executive Session as per MGL 30A Sec. 21.3** to discuss strategy with respect to collective bargaining or litigation if an open an open meeting will have a detrimental effect on the government's bargaining or litigating position. Also, to conduct strategy sessions in preparation for negotiations with non-union personnel; to actually conduct collective bargaining and contract negotiations with non-union personnel. The Board will reconvene into open session only to adjourn.

***Next Regular Select Board Meeting
Tuesday, March 16, 2021
7:00pm***

Community Preservation Committee
Proposed Slate of FY2022 Warrant Articles
(As of 2/25/2021)

Summary

The CPC received a total of five grant applications this year.

CPC Estimated Funding by Source, FY2022

(Based on data and estimates from the Finance Department, the Community Preservation Coalition and the CPC)

Beginning Unreserved Fund Balance	\$ 14,670
FY2021 CPC Surcharge Collections	267,514
Surcharge Interest	1,000
FY2021 Bank Interest	300
FY2021 State Reimbursement	<u>70,086</u>
Unreserved Funds for FY2022 Grants	\$337,600
Total Funds for FY2022 Grants	\$353,570

The slate of warrant articles proposed for the ATM in March 2021 seeks funding for three of these applications. Additional warrant articles set forth CPC recommendations for funding ongoing programs and for fulfilling our responsibilities in accordance with the Massachusetts Community Preservation Act.

The following table summarizes the grant applications as submitted to the CPC and the funding recommendations as voted by the committee for warranting.

CPC Grant Applications Received for FY2021

Requesting Organization	Application/ Funding Title	Requested Amount	CPC Vote
Athletic Field Planning Subcommittee	Bare Hill Pond Woods Feasibility Study	\$20,000	Decline to fund
Athletic Field Planning Subcommittee	Harvard Park Feasibility Study	\$30,000	Decline to fund
Community Preservation Committee	CPC Administrative Fees	\$2,500	Transfer from CPC unrestricted reserves to CPC Admin fund
Community Preservation Committee	Transfer to Affordable Housing Reserve	\$33,800	Transfer from CPC unrestricted reserves to CPC Affordable Housing Reserve fund
Conservation Commission	Community Harvest Project Agricultural Preservation Restriction	\$150,000	Fund in full
Parks & Recreation Commission	Boat Kiosk Upgrade	\$5,000	Fund in full
Select Board	Town Hall Preservation Debt	\$48,000	Fund in full
Town Clerk	Preservation of Town Documents	\$25,000	Fund in full

If the town votes to approve these warrants at ATM, the awards granted by the CPC for FY2022 will total \$264,300.

Respectfully submitted,
 Didi Chadran
 Chair, Harvard Community Preservation Committee



Select Board Minutes
Tuesday, February 16, 2021
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:

Alice von Loesecke, Stu Sklar, Lucy Wallace, Rich Maiore, Kara Minar

Town Department attendees:

Town Administrator Tim Bragan, Assistant Town Administrator/HR Director Marie Sobalvarro and Executive Assistant Julie Doucet

Additional participants:

Transportation Advisory Committee volunteers: Bruce Leicher, Jim Lee, Gabriel Medjanis, Rene Turnheim, Open Space Committee Chair Peter Dorward

Transportation Advisory Committee

Residents who submitted volunteer forms for the newly formed committee were in attendance. The board members were extremely pleased with their backgrounds and reasons why they are interested in serving on this committee. By a roll call vote, Minar – aye, Sklar – aye, Maiore – aye, Wallace – aye, von Loesecke – aye, the board voted unanimously to appoint Bruce Leicher, Jim Lee, Gabriel Medjanis and Rene Turnheim to the Transportation Advisory Committee.

Representatives from other boards/committees will be as follows:

Planning Board – Stacia Donahue

Select Board – Kara Minar

Council on Aging – Beth Williams

School Committee – SusanMary Redinger

Update from the Open Space Committee (OSC)

Rich Maiore reported the committee has been hard at work reviewing the town inventory of tax delinquent properties. They have identified six parcels that may be of interest due to their proximity to conservation land or other open space. Committee Chair Peter Dorward shared a map prepared to show the delinquent tax parcels (Attachment A)

The OSC voted to recommend the following disposition for these parcels:

- Gebo Lane RE Trust - the majority of this parcel is a fire pond so may be of interest to the Fire Department. It has little value for active recreation or OS protection.
- Higgins, St. John's Lane - this parcel was taken by eminent domain at the 2013 ATM (article 40). It appears the deed was not recorded.

The following properties have Open Space qualities that make them worthy of protecting:

- Corbett, Littleton Road – 25 Ac parcel which is currently trying to be developed. It is in an ecologically significant area, and could become part of an OS corridor. It does contain a residence so the parcel may have to be divided.

- Erikson, Finn Road – 2 Ac parcel which abuts Delaney. Mostly wetlands, but has a dry area along Finn Road which could provide parking and a viewshed.
- Hemphill Drilling, Codman Hill Road – 7.5 Ac parcel which contains ecologically sensitive areas, and has the strong potential to become part of an extensive open space corridor.
- Kazogles, Poor Farm Road – 6 Ac parcel which abuts existing conservation land and contains wetlands.
- O'Donnell, Woodside Road – 3 Ac parcel which abuts conservation land.
- Westchester Company, Old Mill Road – 10 Ac parcel adjacent to several OS parcels ranked as Priority, so has potential for OS connectivity; contains wetlands

Dorward reported the remainders of the tax delinquent parcels have little value for open space protection and none of the properties are suitable for recreation.

Update on Health Insurance premiums

HR Director Marie Sobalvarro reported the Minuteman Nashoba Health Group (MNHG) accepted recommendations from the steering committee to utilize the fund balance to help offset increases for the coming year. She indicated Harvard and Tufts will increase 1% with Fallon increasing 5.5%. Sobalvarro will continue to serve on the steering committee as they strategize ways to grow the group by enticing larger communities. She expects to revisit health insurance options for the town in the coming year. Von Loesecke mentioned the need for more plan options allowing employees choices between high or lower deductible plans.

Review/discussion on the Request for Proposals (RFP) for cell tower in town

Procurement Officer Marie Sobalvarro asked the board to clarify: (a) optimal place for towers (b) coverage map for Bolton Road site (c) RFP pre-release review and (d) map of coverage in roadways. The board members concurred the existing coverage map is for the Bolton Road site however they are interested in prospective work with a review for optimal placement of towers. They agreed it makes sense to have the experts prepare a topography map for the RFP and the responders can decide on how to arrive at the optimal locations. These steps are being taken in an effort to improve coverage for emergency services and for the overall safety of all citizens. Sobalvarro will contact Isotope to obtain pricing for their review of the RFP and then will release it for responses.

Town Administrator Report

Covid-19 Vaccination Update

Tim Bragan reported a letter is being sent to the Governor by the Administrators in the NABOH district pushing for a regional vaccination site in Devens and this will fall in line with what the administration's plans will be for distribution of the Covid-19 vaccines. That is, the State is concentrating on large distribution sites and pharmacies as the main way to distribute the vaccines (especially in hard hit areas). They are looking at regional sites to fill in the gaps, which the one being proposed will do. The biggest issue currently is the availability of the vaccines. The letter from Jim Garreffi explains why they are not part of the companion program (it was just for the four mass vaccination sites in the state) and that there is no senior clinic on the 17th or 24th as they are doing the second round for the first responders. Right now, for March 3rd and later, future clinics depend on them receiving vaccine from the State.

Bragan reported on the additional following items:

- The Energy Advisory Committee is investigating various sites (Library, Bromfield, HES, and Town Hall) for an electric car charging station. He asked if the Select Board has a preference or not? They agreed a central location would be best.
- Fire Pond bids went out with four coming back. The Fire Chief is reviewing in more detail.
- Annual Town Meeting monetary articles were due Friday, February 12, 2021, per the bylaw and attached are what we received. We received some that do not have a financial impact and others that have an impact but do not yet have any dollar amounts. Rich Maiore asked to have an article included for costs associated with possibly moving the Bromfield House and any site work or utilities cost associated with that.
- Budget Update:
Bragan reported the expense budget has changes since the beginning of the budget season. He is working with Finance Director Jared Mullane to complete the budget review by updated documents prepared in December by the prior Finance Director.

Minutes

By a roll call vote, Wallace – aye, Minar – aye, Maiore – aye, Sklar – aye, Wallace – aye, von Loesecke – aye, the board voted unanimously to approve minutes of 2/2, as presented.

Discuss request from Emily Ferguson for appeal to dog “Diesel” decision (2019)

Tim Bragan informed Ms. Ferguson and the board because the decision was not appealed within 10 days of being issued it would have to be appealed at district court.

Act on addendum to the old library lease

Lucy Wallace drafted the lease addendum with assistance from Mark Mikitarian and Willie Wickman from Fivesparks. All terms were mutually agreed upon. Kara Minar raised questions about Fivesparks owing rent when unable to fully utilize building however Wallace assured her, they are comfortable with the arrangement. By a roll call vote, Wallace – aye, Sklar- aye, Minar – aye, Maiore – aye, von Loesecke – aye, the board voted unanimously to approve lease addendum #5.

Discuss architectural assessment for the DPW site

Marie Sobalvarro reminded the board of the CPIC article approved at the Annual Town Meeting for the DPW building needs study. She knew there had been discussions about a multi-use facility on that site to accommodate both the Fire and DPW Departments. She is ready to begin this process but needs further clarification/direction from the board. The board members do not want to complicate the process and instructed Sobalvarro to continue focusing only on the needs of the DPW department.

Review and discuss the town’s surplus policy

Marie Sobalvarro presented the policy as a review due to some confusion among heads of committees/boards. She asked the board to formally approve the procedure.

By a roll call vote, Wallace – aye, Sklar – aye, Maiore – aye, Minar – aye, von Loesecke – aye, the board voted unanimously to amend for purchases less than \$10,000 in accordance with sound business practices. By a roll call vote, Wallace – aye, Minar – aye, Maiore – aye, Sklar – aye, von Loesecke – aye, the board voted unanimously to adopt procurement packet policy as presented. Both documents will be uploaded to the town website.

Review welcome letter to new MassDevelopment President & CEO Daniel Rivera

Kara Minar drafted a letter with help from Lucy Wallace. Chair of the Harvard Devens Jurisdiction Committee Victor Normand also reviewed and will sign the letter along with the Select Board Chair. By a roll call vote, Wallace – aye, Minar – aye, Maiore – aye, Sklar -aye, von Loesecke – aye, the board voted unanimously to have the chair endorse letter with minor editing.

Select Board Reports

Lucy Wallace reported the Council on Aging (CoA) has begun drafting language for an RFP. She confirmed the CoA is comfortable leaving the Hildreth House location to move to the commercial district. This may be a more cost-effective way to get something done.

Kara Minar spoke with HEAC Chair Brian Smith who stated a charging station will be at the new HES school but the General Store was open to having one there. He told her the locations must be handicapped accessible as well.

Alice von Loesecke asked about the possibility of adding a Wifi extender to improve service for the Transfer Station. Marie Sobalvarro will contact the town's IT contractor.

By a roll call vote, Wallace –aye, Maiore – aye, Sklar – aye, Minar – aye, von Loesecke – aye, the board voted unanimously to enter into executive session at 9:30pm as per MGL 30A Sec. 21.3 to discuss strategy with respect to collective bargaining or litigation if an open meeting will have a detrimental effect on the government's bargaining or litigating position. Also, to conduct strategy sessions in preparation for negotiations with non-union personnel; to actually conduct collective bargaining and contract negotiations with non-union personnel. The Board will reconvene into open session only to adjourn.

The meeting was adjourned at 10:00pm.

Documents referenced:

Transportation Advisory vol forms: Leicher – dated 1/12/2021
Lee - dated 1/31/2021
Medjanis - dated 2/17/2021
Turnheim - dated 1/27/2020

OSC updated – dated 2/11/2021
Old library lease addendum #5– dated 2/16/2021
Surplus Policy – dated 2/16/2021
Procurement Overview – dated 2/17/2021

December 15, 2020

Richard Crowley, Chair

Lisa Davey, Vice-Chair

Massachusetts Board of Building Regulation and Standards (BBRS)

Dear Chair Crowley, Vice-Chair Davey, and Board Members,

The Town of Harvard Energy Advisory Committee, along with the unanimous endorsement of the Harvard Select Board, supports the proposed update of the current Massachusetts stretch energy code to a net zero stretch code with the EZ Code as its basis. We believe that giving communities the option to adopt a net zero stretch code will help achieve our statewide energy efficiency and climate goals, and make buildings safer, more comfortable, and more efficient for families and businesses across the Commonwealth.

The Town of Harvard adopted the stretch code in 2010. It went into force on July 1, 2011, and became the sole code on January 1, 2012. Harvard established the Energy Advisory Committee in 2008, and the town was designated a Green Community in December 2010. We were one of the first five Solarize Massachusetts communities in the Commonwealth. We were also one of the first HeatSmart programs, and we entered into a Community Choice Aggregation agreement in 2019 that provides 100% renewable electric energy to our residents. We have applied for and received Green Community grants every year since we entered the program. Harvard has a strong and consistent record of supporting efforts to improve the energy efficiency of our municipal government, private homes, and local businesses. We are ready to begin the next phase of work to reduce our carbon emissions once the Commonwealth adopts a net zero stretch code.

When it was first developed, the Massachusetts stretch code was considerably ahead of the base code, but the base code has caught up. It is time to create a new stretch code. The EZ Code will give us the opportunity to improve how buildings are built now, getting us closer to meeting our climate goals as part of our developing climate action plans. The Harvard Energy Advisory Committee and the Harvard Select Board pledge to work for the immediate adoption of the updated stretch code when it becomes available.

We believe that the process of developing a revised stretch code should seek input from communities to ensure workability, with a clear goal of minimizing carbon pollution. An updated stretch code must address enhanced thermal envelopes, include strategies to reduce overall energy use, promote increased use of electrically operated heating systems, pay attention to climate resiliency, and ensure readiness for electric vehicles, solar electric generation, and battery storage.

The Town of Harvard has made commitments to efficiency, resiliency, and clean energy as noted above. We enthusiastically support the goal of working toward becoming a net zero community.

Thank you for your time and consideration.

Sincerely,

cc: Governor Charles Baker
House Speaker Ronald Mariano
Senate President Karen Spilka
Senator Jamie Eldridge
Representative Dan Sena