



Posted 9.28.2023 at 3:30pm by JAD

**SELECT BOARD
AGENDA
Tuesday, October 3, 2023
7:00pm**

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

Pursuant to Chapter 2 of the Acts of 2023, An Act Making Appropriations for the Fiscal Year 2023 to Provide for Supplementing Certain Existing Appropriations and for Certain Other Activities and Projects, and signed into law on March 29, 2023, this meeting will be conducted via remote participation. Interested individuals can listen in and participate by phone and/or online by following the link and phone number below.

UpperTH ProWebinar is inviting you to a scheduled Zoom meeting.

Topic: Select Board

Time: Oct 3, 2023 07:00 PM Eastern Time (US and Canada)

Join Zoom Meeting

<https://us02web.zoom.us/j/85986070738?pwd=M09ZMTZCQlh2YnAycXBPUc9FckpaUT09>

Meeting ID: 859 8607 0738

Passcode: 132442

One tap mobile

+13092053325,,85986070738# US

+13126266799,,85986070738# US (Chicago)

Find your local number: <https://us02web.zoom.us/j/85986070738?pwd=M09ZMTZCQlh2YnAycXBPUc9FckpaUT09>

AGENDA ITEMS

- 1) Call meeting to order – Chair Rich Maiore
- 2) Interviews/Appointments: (7:00)
 - a) Community Preservation Committee - Todd Currie, Dolores Lee
 - b) Transfer Station Committee – Wade Holtzman, Sarah Bunce
 - c) Planning Board associate member - Richard Abt
- 3) Planning Board Bylaw review for Town Meeting - [Open Space & Conservation Planned Residential Development](#) (7:15)
- 4) Discuss HCTV's FY25 budget & act on an increase to the PEG Access Fee revenue rate to 5% (7:30)
- 5) Public Communication (7:40)
- 6) Approve minutes 9/5 (7:45)
- 7) Staff Report/Updates (7:50)
- 8) Action/Discussion Items: (8:00)
 - a) Appoint Board of Health members Libby Levison & Chris Mitchell to the Transfer Station Committee
 - b) Act on ratification of DPW contract
 - c) Act on sale of affordable unit – 27B Elm Road, Devens
 - d) Endorse Community Harvest Project special permit request with MDAR
 - e) Vote to surplus DPW 2009 Ford Explorer
 - f) Finalize town meeting warrant for October 21st
 - g) Recognize resignation of Cindy Russo from the Permanent Building Committee
- 9) Select Board Reports

***Next Regular Select Board Meeting
Tuesday, October 17, 2023
7:00pm***

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: August 30, 2023

Applicant Information:

Name: Todd Currie

Address: 279 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:

CPC

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:
Co-Founder/ Executive Co-chair BraveheartsFODC BOD Harvard Snowmobile Club

Do you have any time restrictions?
some

YES

NO

Are you a registered voter?

YES

NO

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

General Sales Manager BMW of Peabody

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.

born and raised in town

Received by Town of Harvard

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

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 February 15, 2023 *

Applicant Information:

Name: Dolores (Dee) Lee *

Address: 170 Prospect Hill Road, Harvard, MA 01451 *

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

Email Address: dee@deelee.net *

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

Community Preservation Committee *

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

no

Are you a registered voter? *YES *NO

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

Financial Planner *

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.

not sure *

TOWN OF HARVARD

VOLUNTEER APPLICATION (12/02/2008)



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Date of Application: September 14, 2023

Applicant Information:

Name: Wade Holtzman

Address: 104 Bolton Rd.

Home/Work Phone # [REDACTED]

Mobile Phone# [REDACTED]

Email Address: antique104@charter.net

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

Transfer Station

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:
Yes

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)
Retired

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.

Construction Supervisor

Received by Town of Harvard

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

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: 9/21/2023

Applicant Information:

Name: Sarah Bunce
Address: 81 Slough Rd.
Home/Work Phone # [REDACTED] Mobile Phone# [REDACTED]
Email Address: hsarah@ps.email@gmail.com

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

Transfer station committee

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

I have three kids 😊

Are you a registered voter? YES NO

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

Stay at home mom currently

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.

I got my masters degree in environmental management and sustainability
I am also very familiar with transfer station management and activities.

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: August 15, 2023

Applicant Information:

Name: Richard B. Abt Jr

Address: 119 S. Shaker Rd, Harvard

Home/Work Phone # [REDACTED]

Mobile Phone# [REDACTED]

Email Address: r_abt@outlook.com

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

Planning Board

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:

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)

Retired for two years. Formerly an engineering project/program manager.

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 conflicts

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

Please see attached resume.

Received by Town of Harvard

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

From: Bill Johnson <bill.johnson@harvardmass.net>

Sent: Friday, September 15, 2023 3:48 PM

To: Tim Bragan <tbragan@harvard-ma.gov>; Marie Sobalvarro <msobalvarro@harvard-ma.gov>

Cc: Robert Curran <rcurran@fireengine.productions>; Brittany Blaney <Brittany@harvardcabletv.com>

Subject: Update on HCTV FY25 Budget planning

Hi Tim and Marie,

Last night the Harvard Community Cable Access Committee met and formally approved the following (see attached minutes):

- Recommendation to the Select Board to send ***no later than October 1st*** a formal letter to Charter Spectrum to request an increase in the PEG Access Fee revenue rate to 5%, effective January 1, 2024. This will supersede the previous request for a rate increase to 4.85%. This change is driven by two issues:
 - The recent work to develop HCTV's FY25 Operating Budget underscored the need to increase the Charter PEG access fee revenues to cover increased operating costs, so as to keep supplemental funding from the Town and the Schools flat relative to previous years
 - Proactively moving the PEG Access fee rate to 5%, the maximum allowed by contract, negates Charter's primary negotiating strategy in the upcoming contract renewal to substitute PEG Access fee increases for requested capital funding. Thus, this maximizes our opportunity to maximize our capital request while maintaining the maximal revenue sharing income. Getting this increase in place a year before formal contract renewal should reduce any suspicion on Charter's part that this is merely a negotiating ploy of our own.
- Submission of a FY25 capital request to CPIC for the purchase and installation of recording/livestreaming equipment in the new COA Senior Center. I submitted the formal Google doc this afternoon. The Committee thanks you and the rest of CPIC very much for allowing them to submit this request after the deadline.
- HCTV's proposed FY25 Operating Budget as captured in the formal planning spreadsheet. I have attached a copy of this for your early perusal, but the formal submission still needs the accompanying narrative which Brittany and I will work on. I return from vacation on Sunday, so I would appreciate it if Marie has a few minutes next week where I can review the new personnel plan with her to see if there are any HR questions/concerns that need to be addressed prior to the submission of the financial plan by 10/6.

I cannot say enough good things about Brittany's contributions to this planning work, plus the support of Robert, his committee, and especially Nick Browse as Committee Chair emeritus.

Hope you have a good weekend, and I'll see you next week!

Bill

RICHARD B. ABT JR.

Harvard, MA. 01451

r_abt@outlook.com

PROGRAM / SENIOR PROJECT MANAGER

Accomplished engineering professional with a history of success and experience in engineering and technology solutions delivery, project, program, and customer relationship management. Known for the ability to manage complex and demanding projects and delivering multiple projects on-time and within budget. Highly skilled at vendor and customer management and negotiations, with a thorough understanding of evolving business needs and technological capabilities. Previous Security Clearance. Key skills include:

Business Development, Manufacturing
End-to-End Project Management including RFP & Stage/Gate process
Robotics, Motion Control, Complex Electro-Optical/Machine Vision System Development
Software Object Oriented Design, Testing, Integration, and SQA
Product Development/Marketing/NPI - Embedded Software & Automation Systems
Process Improvement Initiatives & Cost Control - Cross-Functional Team Management
Automated Machinery Design and Development - Six Sigma Methodologies
Product Lifecycle Management - FMECA Process - Earned Value Management System (EVMS)
Risk Identification, Mitigation and Escalation - Customer Relationship and Expectations Management
Factory Acceptance Testing (FAT) - CE (European) Machinery Certification
Clean Room Setup and Operations - Vendor and Contractor Management
Design for Manufacturability (DFM) - Software Metrics and Version Control
Resource Allocation and Management - Verification and Validation Procedures
JIRA/SharePoint/DOORS/MATLAB

EXPERIENCE

Staples Supply Chain & Logistics, Framingham, MA

June 2019 - June 2020

Manager, Automaton & Robotics

Led a team of cross-functional engineers to support design, development, and installation of robotic and automation solutions for order fulfillment and warehouse distribution operations.

- Managed project schedule and budgets.
- Manage spare parts delivery and provide support to site operations personnel.
- Support site maintenance, logistics and training activities.
- Managed 3rd party contractors including offshore engineering teams.
- Contributed to developing/testing innovative ideas for warehouse automation.

MKS Instruments, Wilmington, MA

April – August 2018

Senior Project Manager

Responsible for leading large-scale projects for the global operations organization of a top semiconductor equipment manufacturer.

- Led multi-site efforts and coordinated cross-department project teams for site build out, product transfer and significant production capacity expansion.
- Primary interface for operations projects.
- Acquired resources from other departments to complete projects.
- Prepare and deliver status update presentations to senior management.
- Motivate, lead and drive performance of the participating site teams.
- Manage site preparation, including budget, for moving Paragon product line production to Nogales, Mexico site.
- Implement statistical process control techniques on the Paragon production line.
- Assist with new product introduction (NPI) process for two new products.
- Manage/coordinate cross-functional teams, interface with account managers.

Symbotic LLC, Wilmington, MA**September 2016 – March 2018****Program Manager**

Responsible for managing customer warehouse robotic implementation projects from initial testing to project close out. Projects contain from 50 – 500 robots for automatically storing and retrieving material from the multilevel structure.

- Manage multi-disciplinary teams to meet major schedule milestones.
- Organize meetings and calls between different company groups and customer personnel.
- Detailed status tracking and reporting to company and customer management.
- Manage vendors and contractors.
- Allocate resources among multiple projects with constantly changing priorities.
- Directed teams/resources for three \$30-40M projects and the company test center.
- Created KPI scorecard to close out \$40M contract and receive final payment.
- Provide single point of contact between company and customer.
- Lead, motivate and drive teams to solve system problems involving: robot/system programming, QA, IT, electrical, mechanical, pneumatic systems.
- Meet all schedule and customer contract payment milestones.
- Spend significant time at project site keeping customer updated and teams moving forward.

Sensitech – Div. of United Technologies, Beverly, MA**April 2015 – June 2016****Sr. Project Manager**

Led project teams to produce products and services to monitor/manage temperature sensitive food, pharmaceuticals, biologics and industrial chemicals.

- Responsible for planning, managing, monitoring, and communicating status of regular and custom engineering and other project releases.
- Manage Wireless/Cellular communications projects and NPI.
- Providing a single point of contact for product releases while keeping the cross-functional engineering teams on task and schedule throughout the entire software development life cycle (SDLC).
- Collaborated with Product Management, SW/HW Engineering Management, SQA and Deployment teams as well as other stakeholders to ensure a smooth and seamless release of products and project deliverables.
- Lead teams (onshore/off shore) in project design, problem solving and removing project roadblocks.
- Conduct risk mitigation and escalation analysis activities.
- Provide team leadership, management and direction with tight schedules multiple projects involving SW/HW.
- Engage Product Managers to define project scope/schedules, dependencies and remove roadblocks.
- Influence people not directly reporting to me to accomplish project goals.

AgaMatrix, Inc., Salem, NH**December 2013 – December 2014****Sr. Project Manager**

Directed team of four junior project managers.

- Provided project/product management for different types of blood glucose meters (Class II) for US and European pharmaceutical markets.
- The cross-functional teams consist of requirement analysis, HW/FW design engineers, test/integration engineers and marketing group. Projects managed with JIRA and Confluence.
- Worked with US FDA and EU agencies to certify diabetes devices in GMP environment.
- Provided customers and company management project status updates..
- Managed project schedules and budgets from start notice through to product release to the market.
- Knowledge of Certification, 510k, ISO13485, IEC 60601 standards.
- Contributed to new business development by managing customer projects with very short timelines.
- Organized offshore teams for manufacturing and marketing activities.
- Influenced people not directly reporting to me to accomplish project goals.
- Resource allocation guidance to keep projects on schedule.
- Provided mentoring and guidance to junior project managers

Project Manager

Provided project/product management and engineering insights for CMAT (Camera Module Align and Test) and PMAT (Photonic Module Align and Test) line of custom robotic electro-optical/electro-mechanical and machine vision automation solutions.

- Led teams to produce flexible automation systems that are used in high volume manufacturing lines.
- Monitored schedule/budget of multiple projects and updated management on project status. Managed cross-functional engineering team including Agile SW development and LIMS Interface.
- Liaised with customers to develop project proposals, schedules and budgets.
- Instrumental in design and build of custom electro-mechanical options for machines including vision, defining machine requirements, and close order for production line or research machines.
- Visited customer sites to supervise machine installation and training activities.
- Contributed to new business development by managing projects involving the development of prototype cameras.
- Worked with offshore teams for machine maintenance and troubleshooting.
- Steered efforts towards outsourcing parts of the machine to save approximately 35-40 hours assembly time.
- Influenced people not directly reporting to me in order to accomplish the project goals.
- Manufacture and debugging of complex electro-mechanical components (SW, EE, ME) for automotive and medical industries.
- Revitalized two stalled projects to get them back-on-track using a variety of methods.
- Successfully directed CE certification of machinery despite severe financial challenges for the company.
- Effectively resolved conflicting requirements resulting in no schedule slip; Reduced nonvalue added work and machine cost.
- Played an integral role in implementing complex requirements for camera alignment and testing.
- Conducted design reviews with the customer and kept them updated on project/machine build progress.

Raytheon, Integrated Defense System Division, Tewksbury, MA

April 1996 - May 2011

Project Engineer, Senior Software Engineer II & Cost Account Manager

Developed SW & HW/Digital systems for Spy-3 high power radar and Standard Missile flight guidance/Sensors with real-time RHEL.

- Managed schedules, budgets, and resources for eight-member multi-disciplinary software team.
- Produced radar signal processing HW.
- Led teams for rapid prototyping projects.
- Tracked software metrics and produced management briefing charts and reports.
- Participated in project gate reviews including System Preliminary Design Reviews (PDR) and Critical Design Reviews (CDR) for complex software systems.
- Worked with internal and external customers to keep project on schedule and budget.
- Proposal development and Cost Account Manager (EVMS) including WBS.
- Six sigma and EAR/ITAR/FAR training.
- Contributed to feasibility studies.
- Designed, developed, tested, debugged and integrated CMMI-5 software for major defense systems.
- Slashed development and production testing time by 25% by implementing open loop and computer in the loop (CIL) simulations for radar guided missiles.
- Developed SW and Digital systems for the Standard Block IV missile system
- Provided EVMS reporting and Cost Account Management for SW development team.
- Junior Engineer and Team Mentoring produced cohesiveness among culturally diverse team members.
- Achieved several team awards for outstanding effort; successfully worked with government customers.

EDUCATION

Master of Science (MS), Advanced Technology / Computer Science
State University of New York, Binghamton, NY

Bachelor of Science (BS), Electrical Engineering, Stevens Institute of Technology, Hoboken, NJ

PROFESSIONAL AFFILIATIONS

Project Managers Network
Boston Software Engineering Managers
Automation & Control Engineering Network
Industrial Automation and Controls Network
Machine Safety Forum
Systems Engineers Network Safety Automation Forum



Select Board Minutes
Tuesday, September 5, 2023

7:00pm

The Select Board Regular Meeting was held virtually in accordance with Chapter 2 of the Acts of 2023, An Act Making Appropriations for the Fiscal Year 2023 to Provide for Supplementing Certain Existing Appropriations and for Certain Other Activities and Projects, and signed into law on March 29, 2023, this meeting was conducted via remote participation.

Select Board participants:

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

Town Department participants:

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

Additional participants:

4th of July Chair Chris Chalifoux, Rosemary Ouellet, Mariah (Molly) Sinkewicz, TAC Chair Gabe Medjanis and member Stacia Donahue

Fourth of July Appointments

Chair Chris Chalifoux was present to recommend Rosemary Ouellet and Mariah (Molly) Sinkewicz to the 4th of July Committee. Both residents have been active volunteers and are willing to now serve as appointed board members. By a roll call vote, McBee – aye, Minar – aye, Ludwig – aye, Oliver – aye, Maiore – aye, the board voted unanimously to appoint Rosemary Ouellet and Mariah (Molly) Sinkewicz to the Fourth of July Committee. Chalifoux intends to have the committee convene soon to discuss future funding for the annual events. He is concerned that with the fireworks not being part of the celebration much of their funding source is gone.

Public Communication

Stu Sklar, Scott Road, former Select Board member expressed his disapproval of the boards recent vote to remove the curb extensions from the Ayer Road project. He spent many of his volunteer years on this project and was shocked the current members would vote to remove these. In his opinion it is the wrong way to go.

Minutes

By a roll call vote, McBee – aye, Minar – aye, Ludwig – aye, Oliver – aye, Maiore – aye, the board voted unanimously to approve the minutes from 8/8 & 8/22, as presented.

Staff Report/Updates (Attachment A)

Review and discuss the Transfer Station Committee charge

Rich Maiore shared a draft charge. Don Ludwig suggested adding language that in the long term they will compare continuing with the Transfer Station to other alternatives. The DPW Director will not be a voting member but will provide input when necessary. By a roll call vote, McBee – aye, Minar – aye, Ludwig – aye, Oliver – aye, Maiore – aye, the board voted unanimously to approve the charge as amended.

Discuss Montachusett Regional Transit Authority (MART) shuttle service

Transportation Advisory Committee (TAC) members Gabe Medjanis and Stacia Donahue were present to discuss the shuttle service offer received from MART. Medjanis said this service will be funded through the MBTA Community Assessment and is an item specified in the Climate Action Plan. They do not have the final details on when the service would begin. Stacia Donahue explained this will be a drop and ride service with pick up locations at the Town Hall and the Senior Center. There will be no charge for the service. They are planning for a 6-to-12-month trial period to determine the amount of interest for this type of service. Town Administrator Tim Bragan asked if anyone had inquired with the owner of the plaza where Sorrento's is located or 233 Ayer Rd. He has noticed those parking areas are not being utilized to their full capacity and could work well for a park/ride location. The Select Board members encouraged the committee to continue efforts toward a park/ride as they believe that offering is more desirable. By a roll call vote, McBee – aye, Minar – aye, Ludwig – aye, Oliver – aye, Maiore – aye, the board voted unanimously to approve the shuttle service with MART.

Discuss local option room tax article for fall town meeting

Town Administrator Tim Bragan offered this as an option for revenue generation. He explained the program works in the same way the meals tax does. The state administers the program and the town receives any monies generated. He indicated the town can charge up to 6% in a room tax. By a roll call vote, McBee – aye, Minar – aye, Ludwig – aye, Oliver – aye, Maiore – aye, the board voted unanimously to approve the local option room tax at 6%.

Act on entertainment license for the Lions Club Fall Festival

By a roll call vote, McBee – aye, Minar – aye, Ludwig – aye, Oliver – aye, Maiore – aye, the board voted unanimously to approve entertainment license for the Fall Festival on September 16th.

Recognize resignations

By a roll call vote, McBee – aye, Minar – aye, Ludwig – aye, Oliver – aye, Maiore – aye, the board voted unanimously to accept resignations of Rich Marcello and Tim Schmoyer from the Cultural Council & John Mark Walker from Community Preservation Committee.

Select Board FY24 Goals

The board members reviewed their list of goals highlighting the topics accomplished and those in progress. They discussed ideas/methods to increase resident engagement in town governance such as Next Door Harvard, school department outreach options, banners announcing town meetings and encouraging local groups to be present at town meeting such as the girl scouts. They also discussed a volunteer appreciation event.

- Town Fire/EMT departments moving forward; Town Administrator is vetting options for consideration by the board.
- Playing fields is ongoing; needs assessment almost completed for preliminary review.

The meeting was adjourned at 8:30pm.

Documents referenced:

Sinkewicz vol from – dated 8.31.2023

Ouellet vol form -dated 7.10.2023

MART request letter – dated 6.21.2023

Resignation letters: Marcello – dated 8.10.2023

Schmoyer – dated 8.24.2023

Walker – dated 8.23.2023

MART response letter – dated 7.18.2023

DLS MGL Ch 64G – dated April 2023

Ent Lic. request – dated 7.6.2023

From: Tori Buerschaper <tori@community-harvest.org>

Sent: Friday, September 15, 2023 11:09 AM

To: Tim Bragan <tbragan@harvard-ma.gov>; Marie Sobalvarro <msobalvarro@harvard-ma.gov>

Cc: Will Kemeza <wkemeza@gmail.com>; Maikath, Tyler (AGR) <Tyler.Maikath@mass.gov>

Subject: Run for the Hills Special Permit

Hi Tim and Marie,

This year Community Harvest Project closed on the Agricultural Preservation Restriction at the Prospect Hill Orchard. Now that the APR is in place, all activities that take place in the orchard have to be approved/allowable within the agreement. We can have events such as HCT's Run for the Hills (which has been hosted at the orchard for a number of years now), but now need to apply for a special permit for the race to go through the orchard. This permit needs to be approved by the Town and by MDAR.

I've cc'd Tyler Maikath, the APR Stewardship Planner who is guiding CHP through this process and will be sharing our application with you. I've also included Will Kemeza who coordinates RFTH for HCT in case there are any questions for him regarding the event.

Best,
Tori

--

Vittoria Buerschaper, she/her/hers
Executive Director

617.584.3402

Main Office | [37 Wheeler Road North Grafton, MA 01536](https://www.harvard-ma.gov/37-Wheeler-Road-North-Grafton)

Orchard | [115 Prospect Hill Road Harvard, MA 01451](https://www.harvard-ma.gov/115-Prospect-Hill-Road)

www.community-harvest.org



G. SPECIAL PERMIT PROCESS

Commercial non-Agricultural Uses and activities for which the Grantor receives payment, compensation, or any other type of monetary or non-monetary remuneration, such as temporary or seasonal outdoor activities or events that do not harm the agricultural use, future viability, and related conservation values of the Premises, may be permitted if the Grantor receives a special permit from the Grantee ("Special Permit"). The Grantee, with the approval of the Co-Holder, if any, may grant a Special Permit only if:

1. The Grantor requests a Special Permit by submitting an application on a form prescribed by the Grantee;
2. The Premises is being actively utilized for full-time commercial agriculture;
3. The activity is minor, ancillary and subordinate to the Agricultural Use of the Premises;
4. Such uses and activities are not inconsistent with the Purpose of this Restriction and shall not defeat nor derogate from the Purpose of this Restriction; and
5. The Special Permit is:
 - a. limited to the current Premises owner(s) who applied for and obtained the Special Permit;
 - b. limited to a period no longer than five (5) years, renewable at the discretion of the Grantee for an additional term(s) of no longer than five (5) years, upon reapplication;
 - c. terminated upon transfer of ownership;
 - d. limited to uses and activities that will not impair the agricultural viability of the soil;
 - e. limited to existing structures requiring only minor renovations, such renovations will not prevent the use of the structure for Agricultural Use; and
 - f. limited to uses and activities requiring no new construction.

CYNTHIA S. RUSSO

35 Lancaster County Road, Unit 8-B, Harvard, MA 01451

TO: Rose Miranda, Town Clerk

FROM: Cindy Russo

DATE: September 9, 2023

I am writing to submit my resignation from the Permanent Building Committee, effective immediately. Increasing demands on my time, largely from family obligations, have made it necessary for me to scale back my commitments.

I have served on many Boards and Committees in the Town of Harvard over the last thirty years, and I have found the Permanent Building Committee to be one of the most rewarding. I make this decision to resign with regret.

RECEIVED
HARVARD TOWN CLERK
2023 SEP 11 AM 9:50