



Posted 9.14.2023 at 3:30pm by JAD

**SELECT BOARD
AGENDA
Tuesday, September 19, 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: Sep 19, 2023 07:00 PM Eastern Time (US and Canada)

Join Zoom Meeting

<https://us02web.zoom.us/j/82409801731?pwd=cEwzSFMyZDI4M3hpbHQvalcxQzMrdz09>

Meeting ID: 824 0980 1731

Passcode: 426249

One tap mobile

+19294362866,,82409801731# US (New York)

+13017158592,,82409801731# US (Washington DC)

Find your local number: <https://us02web.zoom.us/u/kg3bxScUr>

AGENDA ITEMS

- 1) Call meeting to order – Chair Rich Maiore
- 2) Appointments: (7:00)
 - a) Sarah Tate to the Park & Recreation Commission
 - b) Meg Bagdonas & Margaret Murphy to the Cultural Council
- 3) Preliminary review of the playing fields needs assessment prepared by Gale Associates (7:10)
- 4) Public Communication (7:20)
- 5) Approve minutes 8/29 (7:25)
- 6) Staff Report/Updates (7:30)
- 7) Action/Discussion Items: (7:40)
 - a) Appointment of town employee Pat Natoli to the Climate Initiative Committee for public safety
 - b) Announce School Committee vacancy and thank Sharlene Cronin for her service.
 - c) Review and act on revised Open Space Committee Charter
 - d) Act on request for permission to conduct deer management on the Warila property and on the Stow Rd gravel pit
 - e) Act on cost-of-living adjustment recommendation from the Personnel Board
 - f) Review of warrant articles for the October 21st town meeting
 - g) Recognition of Police Chief James Babu
- 8) Select Board Reports

***Next Regular Select Board Meeting
Tuesday, October 3, 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 18, 2023

Applicant Information:

Name: Sarah Tate

Address: [REDACTED]

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:
No

Do you have any time restrictions?

YES

NO

I would like to balance volunteering with my full time job as a School Counselor. I am not available to meet during school hours.

Are you a registered voter?

YES

NO

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

School Counselor, Nashoba Regional High School in Bolton.

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 have worked in the field of education for over twenty years in a variety of different roles. As a result, I have gained a variety of experience serving the diverse interests of communities which can help support the work of Parks and Recreation in many ways.

In terms of areas of interests, I am energized by community education and enrichment. I also love to play tennis and have recently gotten into pickleball, therefore the court sports would be of great interest to me as well.

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:

September 5, 2023

Applicant Information:

Name: Margaret M. Murphy
Address: 15 Harris Lane, 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:

Harvard Cultural Council

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:

COA - current

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 - CV attached

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.

Know work of council, especially Bloom N Art collaboration of Garden Club, Five Sparks, Bromfield School and Library, as well

Received by Town of Harvard

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

MARGARET M MURPHY



EDUCATIONAL BACKGROUND: Primary field of study: Economics.

Earned degrees: BA(CNR) and Doctorate (Rutgers- honors)

Secondary studies: EdM and MAS (now MBA) Johns Hopkins(IT Management – highest honors)

Additional professional development:

Federal Reserve Leadership Program – University of Chicago
Leadership for the Twenty First Century – Harvard

PROFESSIONAL EXPERIENCE:

JOHNS HOPKINS UNIVERSITY: Recruited to endowed business faculty position to teach economics courses in MBA program and found Masters program in Economic Education. Faculty excellence awards from Johns Hopkins, Maryland Banker Association, Delta Sigma Pi, Kanzanjian Foundation. Taught part-time for MBA program while at the Federal Reserve. Returned full time to lead DHS program on **TERRORISM EARLY WARNING SYSTEMS** in the fifty largest US cities. Many publications.

FEDERAL RESERVE BANK OF RICHMOND

Vice President and Second in Command at Baltimore with COO responsibilities. Member of the Beige Book team. Primary speaker on the economy and monetary policy. Founder of college level Fed Challenge. Designed and implemented customer service for banking products, which received silver award from the Senate Productivity and Quality Excellence award (based on Baldrige awards). Oriented and guided members of the Board of Directors. Initiated programs in mentoring, internships, supervisory training and leadership

development. Designed and implemented programs for visiting foreign banking executives.

APPOINTMENTS/ AWARDS/ BOARD ACTIVITIES

Appointed by Paul Volcker to Consumer Advisory Council of the Board of Governors of the Federal Reserve. Chaired group in last year.

Appointed by Governor of Maryland to the Maryland Banking Board.

Appointed three times to the Howard County Spending Affordability Committee

Winner, National Partners in Quality program

Baltimore Economic Society (NABE) Board member, program chair, And President.

Academy of Finance, Association of Private Enterprise Economics, Council on economic Education, Educating Latin American Adolescents, and Southern Economic Education - Board member

National Council on Economic Education – Board member, officer, and program chair.

VOLUNTEER ACTIVITIES:

Howard County Conservancy- developed strategic plan.

Fund-raising: Cystic Fibrosis (award), PTA, Girl Scouts

Hospital Chaplain after completing two year certification program

Massachusetts activities, since 2007:

Johns Hopkins – Developed and taught online masters program part-time. Served as mentor for highly talented students in MBA program.

CASA: Court appointed Special Advocate for minor children under the supervision of DCF (formerly DSS)

United Way: Program review team member for Helping People Most in Need funding decisions

Pernet: Assisted in implementation of Social Solutions Efforts to Outcomes in Worcester.

Founding board member and chair of Ignatian Volunteer Program in New England.

Certified Tax preparer through AARP Tax Aide program for eligible needy clients.

Jericho Road: Executive consultant for non-profits.

Volunteer hospital chaplain

Board member, Treasurer, Plant Sale Chair, Vice President and currently President of the Garden Club of Harvard

Math Club team member for math enrichment for 2nd and 3rd graders at Hildreth Elementary

PERSONAL: Married for 50 years to Ed Murphy, with whom we raised five children. Followed three of them to Massachusetts, where we

relish time with our 9 grandchildren. Love baking bread, classical piano, tennis, and walking the beautiful town of Harvard.



Select Board Minutes
Tuesday, August 29, 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, Executive Assistant Julie Doucet and DPW Director Tim Kilhart

Ayer Road project; Dept of Transportation (DOT) response to curb bump outs

Letter from DOT (Attachment A)

Town Administrator Tim Bragan explained the recent letter from DOT regarding their concerns with the curb extensions in the current plan requires a response from the Select Board. In the letter, DOT recommends the town not utilize the curb extensions as proposed. Their primary concern is the curb extensions may be unexpected for motorists and on-road bicyclists. In addition, the curb extensions may require modifications of catch basin locations as well as impact snow/ice removal. They acknowledged the desire to implement traffic calming features and would be supportive of other strategies.

Select Board member Kara Minar was not in favor of making this change. Having been involved with this project from the beginning, she is sensitive to traffic calming measures included to satisfy town residents' concerns related to traffic and speed on Ayer Road.

DPW Director Tim Kilhart reiterated what was stated in the letter that if the town chooses to move forward with the curb extensions if issues arise the town will be responsible for implementing any modification to the design. He asked the Select Board to discuss this in order to have the final plans completed moving the project forward.

Minar was reluctant to make any changes to the project without having input from the public. She questioned why this was coming up now and why it had to be acted on now. She suggested holding off on any decisions until their next meeting.

Transportation Advisory Committee member Stacia Donahue was able to confirm a public hearing being held at the 25% hearing in February.

Erin McBee asked for clarity on DOT's suggestion for other traffic calming measures. Kilhart said measures available are already included in the current plan.

Don Ludwig agreed with the letter stating he is not in favor of the bump outs. He was not on the Select Board when the plan was designed. He does not understand reducing the shoulder as a traffic calming method.

Charles Oliver admitted he does not know enough about road design and would defer to those who do.

Tim Kilhart as the DPW Director is not in favor of the bump outs and has spoken to Police Chief James Babu who also is not in favor of them. He is confident the narrowing of road shoulders, beacons at the crosswalks and newly painted crosswalks will have the same effect on traffic calming. Kilhart confirmed the town's consultant was also not in favor of the bump outs.

Minar strongly advocated for more time to allow the public to weigh in on this proposed change. She is not convinced waiting a couple of weeks would put the project timeline in jeopardy. Bragan reminded the board this topic was delayed from the last meeting until this evening to allow the entire board to be present. In addition, he explained the town cannot get to 75% until we settle this design question and with other steps required for this project, such as takings, making this decision now is crucial to keeping the project on track.

Kara Minar made a motion seconded by Charles Oliver to move discussion until the September 19th meeting when TAC (Transportation Advisory Committee) can provide input as well as other public comment at that time. By a roll call, Mc-Bee – nay, Minar – aye, Oliver – aye, Ludwig – nay, Maiore – nay, the board did not pass the motion. (2-3)

Ludwig made a motion to move ahead with the 75% design with recommendation to not include bump outs. Motion was seconded by Charles Oliver. By a roll call vote, McBee – aye, Minar – nay, Oliver – aye, Ludwig – aye, Maiore – aye, the board voted in favor of the motion. (4-1)

DPW Director Tim Kilhart will follow up with the Department of Transportation to move the project forward. He expects to have more information for the October Town Meeting.

TAC member Bruce Leicher spoke briefly to suggest contacting Senator Jamie Eldridge to assist with the project.

The meeting was adjourned at 7:50pm.



Harvard Public Schools

Abigail Besse, School Committee Chair

"Where everyone can find belonging."

September 7, 2023

Dear Harvard Select Board,

As required by the Town of Harvard Charter 3-1(e)2.ii), I am writing to inform you that Sharlene Cronin has resigned from the Harvard School Committee effective August 31, 2023. I intend to make the vacancy known to the public at the Harvard School Committee meeting on September 11, 2023 also as required by the Charter.

From what I understand, the next steps will be to work with you to set a date to fill the vacancy and a date for submissions of interested candidates.

Sincerely,

Abigail Besse
Harvard School Committee Chair

Town of Harvard Open Space¹ Committee Charge

The Need

Open space and recreational planning will help us preserve open space while allowing development to occur that is consistent with the character of the Town. Harvard's open space and park system is a valued and limited resource, which has been difficult to acquire and maintain, and needs to be protected and improved upon.

The local farms, open space, and our natural resources are key elements of our rural character -- and all are irreplaceable. Currently 58% of Harvard is open space, but only a half of that is permanently protected. The character of the town would be dramatically and permanently altered if all the unprotected open space were to be developed. We need to identify key areas for future acquisition for passive and active recreation.

The Town needs to develop a stronger open space and recreation management program. This need to incorporate region-wide solutions, where feasible, in order to meet the competing demands of the varied constituencies. Predicting the Town's needs would help us plan for funding, but we also recognize that more efforts to supplement Town resources will be needed.

A committee, representative of the varied interests, is needed to address these issues, and to provide the Town with the information and potential resources that can support the stated goals.

The Committee

The Open Space Committee will consist of six members who are appointed to 3-year terms by the Select Board comprised of a member or designee: of the Select Board, Agricultural Commission, Conservation Commission, Harvard Conservation Trust, Parks and Recreation Commission and School Department. To ensure OSC regularly has a quorum for its meetings, there will be two members from the School Department as Committee members but only one will attend and vote at OSC meetings.

¹ "The term 'open space' is often used to refer to conservation land, forested land, recreation land, agricultural land, corridor parks and amenities such as small parks, green buffers along roadways or any open area that is owned by an agency or organization dedicated to conservation. However, the term can also refer to undeveloped land with particular conservation or recreation interest. This includes vacant lots and brownfields that can be redeveloped into recreation areas. Some open space can be used for passive activities such as walking, hiking, and nature study while others are used for more active recreational uses including soccer, tennis, or baseball." (OPEN SPACE AND RECREATION PLANNER'S WORKBOOK, March 2008, March 2008 Revision, The Executive Office of Energy and Environmental Affairs, Division of Conservation Services, Robert O'Connor, Director Principal authors: Melissa Cryan, Division of Conservation Services and Janet Curtis, EOEEA)

The Goals

- Using the 2016 Open Space and Recreation Master Plan (“Plan”) as a starting point, develop a process for prioritizing lands for open space preservation and recreational needs based on current and anticipated future demand. In addition, the Committee will participate in periodic updates to the 2016 Master Plan.
- Possible acquisition for open space and recreational use.
- Advise the Town on land acquisition and open space protection by assessing the Town’s right-of-first refusal on land coming out of Chapter 61 and evaluate any surplus land or tax-default properties that may come up.
- Provide guidance for future development or redevelopment of the Town’s land for passive or active recreation, which also includes open space, trails, natural features, landscape and viewshed.
- Develop a capital improvement plan for the protection and development of open space and recreation.
- Act as Town liaison with individuals and land protection advocacy groups working to protect open space or develop recreational facilities.
- Work with Town boards to identify private/non-profit, State and Federal funding sources.
- Assist in updating the Open Space & Recreation Plan when required.
- Work with other Town Boards & Committees to implement the Goals and Objectives of the Town’s Open Space and Recreation Plan.
- Identify which group is responsible for maintenance of each property.
- Present a semi- annual report at a duly convened Select Board meeting.

OFFICE OF THE
CONSERVATION COMMISSION

13 AYER ROAD HARVARD, MA 01451

978-456-4100 EXT.321

www.harvard-ma.gov



September 13, 2023

Rich Maiore, Chair
Harvard Select Board
13 Ayer Road
Harvard, MA 01451

RE: Deer Management Program – Warilla Land and Gravel Pit

Dear Mr. Maiore,

At the September 7, 2023 the Conservation Commission unanimously approved the Deer Management Subcommittee request to include the Warilla Land and the Town Gravel Pit on Stow Road into the Deer Management Program. The approval is contingent on the Select Board approving the use of these lands for this Program. If you require any additional information, please feel free to reach out to me. Thank you.

For the Commission,

A handwritten signature in black ink, appearing to read "Liz Allard", is written over a horizontal dashed line.

Liz Allard

Conservation Agent

Cc: Bob Douglas, Deer Management Subcommittee
File

CPI-U Over Time*Reflecting the data **for that month**, not the subsequent month of release (i.e., September data is released in October)*

		Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
FY22/23	2022	7.5	7	8.5	8.3	8.6	8.5	8.5	8.3	8.2	7.7	7.1	6.5
FY23/24	2023	6.4	6	5	4.9	4	3	3.2	3.7				

Avg 5.48
Sept-Aug

CPI-U Over Time Less Food and Energy*Reflecting the data **for that month**, not the subsequent month of release (i.e., September data is released in October)*

		Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
FY22/23	2022	6.0	6.4	6.5	6.2	6.0	5.9	5.9	6.3	6.6	6.3	6.0	5.7
FY23/24	2023	5.6	5.5	5.6	5.5	5.3	4.8	4.7	4.3				

Avg 5.49
Sept-Aug

List of articles for October 21 TM

1. DPW Contract
2. Planning OSC-PRD
3. Personnel
4. Police/Personnel Civilian Traffic Control Agent – create position
5. Update the bylaws allowing the Civilian Traffic Control Agent authority to direct traffic
6. CPIC/School amend # of vans from 1 to 2
7. CPIC/Emergency Generator Fire Department
8. Restrictions on access to public property during designated hours
9. Local option room occupancy article
10. Authority to negotiate via donation, eminent domain or purchase, subject to a later appropriation to fund the takings and/or purchases for Ayer Road project.

Subject: In Recognition of Harvard Police Chief James Babu
Good Afternoon,

I am sending this letter to you the Town Administrator/Town Clerk/Town Select Board on behalf of recognizing one of your employees Chief James Babu.

I trust you will take a few moments out of your busy schedules to read my letter and somehow convey appreciation to Chief Babu. I have personally written him an email expressing my thanks.

BACKGROUND

My name is Todd Eldridge. I am a former parishioner (early 1980's), current benefactor and friend of Brother Thomas Augustine Dalton at Saint Benedict Center.

I am a Marine Corps veteran who has lived outside the US for over thirty years. I maintain contact with a number of friends and associates throughout the region including towns of Lancaster, Shirley, Clinton, Bolton and so on. My most frequent contact is with Brother Thomas at Saint Benedict.

Just a couple days ago I learned that Saint Benedict Center was blessed to have some safety signs installed near their properties. This is something I discussed with Brother Thomas Augustine during my last trip to the area. With Saint Benedict Center building an addition onto their school I am sure Brother Thomas had this on his long list of things to try and get done.

RECOGNITION PART

In steps Chief Babu. From what I can gather, Chief Babu initiated the process of getting the signs installed. How long it took, what it involved - I don't know. What I do know was that Chief Babu was an integral part of the process. Yes, it may be true that this comes generally under his role as a Police Chief, but then again there are a multitude of other issues/priorities that I am sure take up his time.

We, the public, too often only contact officials/politicians, etc when the time is to report them in a negative way. In today's world being in law enforcement would seem to be a thankless job. But thank God there are people like Chief Babu who are dedicated to serving the public. So while it may not mean much coming from one person who doesn't even live in the area, I can tell you it means something to me.

REQUEST

You, those who oversee the administration/care/well-being of the Town Of Harvard can be proud to have someone like Chief Babu as an employee. So in conclusion I am asking that you consider some sort of formal recognition for his services. If there is a particular organization, cause or event that Chief Babu is associated with I would be willing to donate something towards it (please explain the process/procedure to me).

Thank you for taking the time to hear me out.

Kind Regards and Semper Fidelis,

Todd Eldridge (Marine Corps Veteran, Saint Benedict Center Benefactor, Resident of Cayman Brac, Cayman Islands)