



Posted 10.27.2022 by JAD at 3:00pm

**SELECT BOARD  
AGENDA  
Tuesday, November 1, 2022  
7:00pm**

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

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

UpperTH ProWebinar is inviting you to a scheduled Zoom meeting.

Topic: Select Board

Time: Nov 1, 2022 07:00 PM Eastern Time (US and Canada)

Join Zoom Meeting

<https://us02web.zoom.us/j/83005231964?pwd=M0xaQVN5NW5zaFFUaE9pV2FQVFVsUT09>

Meeting ID: 830 0523 1964

Passcode: 442899

Find your local number: <https://us02web.zoom.us/u/kdrOpnLzb5>

+1 253 215 8782 US

One tap mobile

+1 301 715 8592 US

+13126266799,,123906012# US (Chicago)

+19294362866,,12390012# US (New York)

**AGENDA ITEMS**

- 1) Call meeting to order – Chair Rich Maiore
- 2) Warner Free Lecture Trustees – joint appointment of Michael Kilian (7:00)
- 3) Meet with Finance Director Jared Mullane to discuss budget documents approved by the Finance Comm. (7:05)
- 4) Meet with the Planning Board to review bylaw proposals (7:15)
- 5) Personnel Board Chair Victor Normand will review their recommendation for Cost-of-Living adjustments (7:45)
- 6) Public Communication (8:00)
- 7) Report presentation from the Revenue Ideation Committee (8:05)
- 8) Approve minutes from 10/4 &10/27 (8:25)
- 9) Action/Discussion: (9:00)
  - a) Review and discuss climate survey mailing
  - b) Act on conflict of interest filed by CPC member John Lee
  - c) Act on request to include an insert with real estate tax bills to increase awareness for electronic payments
  - d) Appointment of Rich Marcello to the Harvard Climate Initiative Committee
- 10) Select Board Reports

*Next Regular Select Board Meeting  
Tuesday, November 15, 2022  
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:** October 04, 2022

---

### Applicant Information:

**Name:** Michael Kilian

**Address:** 25 Candleberry Lane

**Home/Work Phone #** 978-456-8498

**Mobile Phone#** 978-290-0892

**Email Address:** michael.kilian@gmail.com

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

Warner Free Lecture Trustee

**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)

Software Engineer, Ab Initio

**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.**

Nothing specific. I can help with web applications, publicity, and meeting logistics.

Received by Town of Harvard

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

## Fiscal Year 2024 Budget Memorandum

**To** Department Heads, Boards, Committees, and Commissions  
**From:** Select Board and Finance Committee  
**Subject:** FY 2024 Budget Request Submission Process  
**Date:** October 19, 2022

This document provides direction for Fiscal Year 2024 budget request submissions, which are to be completed and returned by December 1, 2022 no later than 4:00 PM.

The following are timeframes and deadlines for the FY 2024 budget process:

- Dec 1, 2022: Completed budget documents due to the Finance Director by 4:00 PM
- Dec. 8, 2022: Budgets distributed to Select Board and Finance Committee
- Dec 30, 2022: Budget questions from the Board Chairs due to Finance Director by 9:00 AM
- Jan. 5, 2023: Budget questions distributed to departments
- Jan 18, 2023: Budget answers due back to Finance Director by 9:00 AM
- Jan 20, 2023: Budget answers distributed to Boards
- Jan. 11 - Feb. 8, 2023: Finance Committee and Select Board budget review meetings
- Feb. 6, 2023: 12:00 PM is the deadline to submit financial warrant articles to Tim, Marie and Jared
- Mar. 1, 2023: Finance Committee budget and recommendations due
- Mar. 7 and 21, 2023: Select Board budget review
- Apr. 5, 2023: Finance Committee finalizes budget recommendations
- Apr. 19, 2023: Budget book sent to print.
- May 6, 2023: Annual Town Meeting
- May 9, 2023: Annual Town Election

### Budget Goals

The goals for the FY 2024 budget are to:

- Ensure alignment with the Town's Charter, Master Plan, and the goals outlined by the Select Board.
- Enable the Town and its boards to best serve the community and maintain natural and physical resources through strategic use of available funds.
- Provide operating funds that support a long-term view of capital investment and economic development.
- Provide support for open space needs, recreation, conservation, opportunity for housing diversity, and economic development.
- Provide a budget that is supportive of our climate resiliency goals

These goals are intended to serve the town's short and long-term goals. As such, the complete Omnibus Budget and each budget submission will be evaluated in the context of these goals.

## **Financial Expectations**

Each department is expected to submit a **detailed budget narrative** explaining how the budget supports the goals and what decisions have been made with regards to what services will be provided. Additionally, provide a prioritized list of the top additional spending opportunities with an explanation of the value created for the Town.

## **Specific Guidelines for Budget Development**

The Finance Committee relies on the submitted narratives to assess Department, Board, and Committee budgets, in addition to the budget templates. The budget submission forms have been updated for this year. All budgets are required to use the following guidelines:

- Explain the goals and objectives of the budget, how this compares to prior year's goals, and how these address the overall budget goals.
- Explore any changes to service delivery that will realize savings. Can departmental costs be combined with other departments or communities to improve services and/or reduce costs? Are there new sources of revenue or grant funding that could reduce the net cost of operations?
- Provide a detailed report of all non-tax revenues anticipated or received in FY 2023 and anticipated in FY 2024. Include the dollar amounts received, what the money was/is used or intended for.
- All budget forms must be completed as directed and submitted **electronically**. Paper copies will **not** be accepted. Use the forms and format provided and include the narrative with this submission. Should any submissions not use the proper form or format, it will not be reviewed by the Finance Committee or Select Board.
- Outside of COLA and contractual agreements, the intention is to increase budgets **no more than 2.5%**.

Please direct questions regarding how to fill out these forms to Jared Mullane.

All **budgets are due** to Jared Mullane no later than **December 1, 2022 at 4:00 PM**

## **Finance Committee Recommendations**

The Finance Committee will determine whether the total Towns FY 2024 budget:

- Maintains a service level that is commensurate to an expected progression of service, based on pre-pandemic service levels.
- Expands services or service quality through strategic application of budget principles.
- Provides sufficient funds for building and other infrastructure maintenance to ensure that capital facilities and equipment are properly maintained.
- Maintains adequate reserve and contingency funds for future expenses and unforeseen circumstances.
- Is supported by the Town's tax base and other revenue sources, without jeopardizing the Town's operations, credit ratings, and ability to service its debt in coming years.

## Town of Harvard - General Fund - 5 Year Budgeted Revenue / Expense Projection

Updated 10/24/22

	<i>Estimated Budget 2023</i>	<i>Estimated Budget 2024</i>	<i>Estimated Budget 2025</i>	<i>Estimated Budget 2026</i>	<i>Estimated Budget 2027</i>	<i>Estimated Budget 2028</i>
<b><u>Budgeted Revenues - Tax Levy (actual \$)</u></b>						
R.E. Tax Levy Limit from Prior Year	22,301,670	23,069,212	23,775,942	24,485,341	25,197,475	25,927,412
2.5% Increase	557,542	576,730	594,399	612,134	629,937	648,185
New Growth	210,000	130,000	115,000	100,000	100,000	100,000
Debt Exclusion - TH Renovations \$2.25M	153,188	149,738	146,288	142,838	139,388	137,088
Debt Exclusion - TH Renovations Reimb Prem	(7,292)	(7,292)	(7,292)	(7,292)	(7,292)	(7,292)
Debt Exclusion - TH Renovations \$700K	46,988	45,938	44,888	43,838	42,788	42,088
Debt Exclusion - TH Renovations Reimb CPA	(46,988)	(45,938)	(44,888)	(43,838)	(42,788)	(42,088)
Debt Exclusion - Sr Ctr/Hildreth Hse	96,350	93,750	91,150	83,550	81,150	78,750
Debt Exclusion - Public Library	136,925	129,375	126,563	-	-	-
Debt Exclusion - Fire Truck	30,000	29,250	28,500	27,750	27,000	26,500
Debt Exclusion - School - Bromfield Renov	331,975	320,725	308,813	-	-	-
Debt Exclusion - School Reimb Premiums	(2,200)	(2,200)	(2,200)	-	-	-
Debt Exclusion - Roads	58,500	57,000	55,500	54,000	52,500	41,500
Debt Exclusion - MWPAT	122,195	122,366	122,540	122,717	122,899	123,083
Debt Exclusion - MWPAT Reimb from Better	(59,179)	(59,262)	(59,346)	(59,432)	(59,520)	(59,610)
Debt Exclusion - Heavy Duty Dump Truck (2017)	12,250	11,750	11,250	10,750	10,250	-
Debt Exclusion - Bromfield Science Lab (2017)	7,475	7,225	6,975	6,725	6,475	6,225
Debt Exclusion - HES School Building Project	2,343,175	2,279,925	2,216,675	2,153,425	2,085,300	2,022,300
Debt Exclusion - HES Sch Bldg Reimb Cap Stab	(200,000)	(200,000)	(100,000)	-	-	-
Debt Exclusion - HES Sch Bldg Reimb Devens	(200,000)	(200,000)	(100,000)	-	-	-
Debt Exclusion - Ladder Truck	78,307	80,600	78,600	76,600	74,600	72,600
Debt Exclusion - Heavy Duty Dump Truck	28,921	31,300	30,300	29,300	28,300	27,300.00
Debt Exclusion - Ayer Rd Design	111,166	107,800	98,800	-	-	-
Debt Exclusion - Purchase of COA Bldg	215,401	213,400	208,200	203,000	197,800	192,600.00
Debt Exclusion - Old Library Roof	28,776	30,675	29,875	29,075	28,275	27,475.00
Debt Exclusion - Old Library Roof	39,122	40,375	39,375	38,375	37,375	36,375.00
<b>Subtotal - Debt Exclusions</b>	<b>3,325,054</b>	<b>3,236,500</b>	<b>3,330,565</b>	<b>2,911,380</b>	<b>2,824,500</b>	<b>2,724,894</b>
<b>Subtotal - Budgeted Tax Revenue</b>	<b>26,394,266</b>	<b>27,012,442</b>	<b>27,815,907</b>	<b>28,108,856</b>	<b>28,751,912</b>	<b>29,400,491</b>
<b><u>Budgeted Revenue-State Aid, Local Rec &amp; Transf</u></b>						
State - Cherry Sheet Revenue	4,310,611	4,310,611	4,310,611	4,310,611	4,310,611	4,310,611
Estimated Local Receipts	1,661,862	1,675,372	1,699,297	1,728,606	1,754,406	1,754,406
Community Preservation for Debt	46,988	45,938	44,888	43,838	43,838	-
Sewer Betterments for Debt	92,195	92,324	92,455	92,589	92,589	92,866
Capital Stabilization for Debt	269,388	263,088	161,738	60,288	60,288	18,038
School Devens Fund for Debt	200,000	200,000	100,000	-	-	-
Title V Septic Betterment for Debt	11,529	11,529	11,529	11,529	11,529	11,529
HCTV Fund	83,700	83,700	83,700	83,700	83,700	83,700
Library Trust Fund	5,000	5,000	5,000	5,000	5,000	5,000
<b>Subtotal - Budgeted State Aid, Local Rec &amp; Transf</b>	<b>6,681,272</b>	<b>6,687,561</b>	<b>6,509,217</b>	<b>6,336,161</b>	<b>6,361,961</b>	<b>6,276,150</b>
<b><u>Budgeted Assessments</u></b>						
Library - Cherry Sheet Offset Item	(14,179)	(15,880)	(17,786)	(19,920)	(22,311)	(24,988)
School Choice - Cherry Sheet Offset Item	(326,022)	(365,145)	(408,962)	(458,037)	(513,002)	(574,562)
State - Cherry Sheet Assessments	(626,238)	(701,387)	(785,553)	(879,819)	(985,398)	(1,103,645)
Town - Estimated Overlay	(100,000)	(100,000)	(100,000)	(100,000)	(100,000)	(100,000)
<b>Subtotal - Budgeted Assessments</b>	<b>(1,066,439)</b>	<b>(1,182,412)</b>	<b>(1,312,301)</b>	<b>(1,457,777)</b>	<b>(1,620,710)</b>	<b>(1,803,196)</b>
<b>NET BUDGETED REVENUES</b>	<b>32,009,099</b>	<b>32,517,591</b>	<b>33,012,823</b>	<b>32,987,239</b>	<b>33,493,162</b>	<b>33,873,446</b>
	<i>Estimated Budget 2023</i>	<i>Estimated Budget 2024</i>	<i>Estimated Budget 2025</i>	<i>Estimated Budget 2026</i>	<i>Estimated Budget 2027</i>	<i>Estimated Budget 2028</i>
<b><u>Budgeted Expenditures</u></b>						
Town Expenses	12,947,284	13,598,719	14,070,418	14,559,249	15,065,908	15,591,120
Local School Expenses	14,622,343	15,097,569	15,588,240	16,094,858	16,617,941	17,158,024
Debt Expense - Prin & Interest Due	4,016,882	3,920,456	3,811,609	3,187,225	3,097,354	2,955,870
R&A Article Expenses	231,058	125,000	125,000	125,000	125,000	125,000
<b>TOTAL BUDGETED EXPENDITURES</b>	<b>31,817,567</b>	<b>32,741,744</b>	<b>33,595,267</b>	<b>33,966,332</b>	<b>34,906,203</b>	<b>35,830,014</b>
<b><u>BUDGET SUMMARY</u></b>						
Net Budgeted Revenues	32,009,099	32,517,591	33,012,823	32,987,239	33,493,162	33,873,446
Budgeted Expenditures	(31,817,567)	(32,741,744)	(33,595,267)	(33,966,332)	(34,906,203)	(35,830,014)
Estimated Surplus / (Deficit)	<b>191,531</b>	<b>(224,153)</b>	<b>(582,445)</b>	<b>(979,093)</b>	<b>(1,413,041)</b>	<b>(1,956,568)</b>

# FY24 Budget Calendar

# 2022



*Dates relevant to all Boards and Committees*



**Select Board Meetings**

*Typically 1st and 3rd Tuesday of the month*



**Finance Committee Meetings**

*Typically 1st and 3rd Wednesday of the month*



**CPIC Meetings**

*Typically 1st and 3rd Thursday of the month*

Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

## AUG

Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

## SEP

- by 9/1 CPIC distributes app forms
- 9/6 SB signs Fall TM warrant
- 9/6 State Primary Election
- 9/28 All Boards Meeting
- 9/30 **CPIC Submittals Due**

Su	Mo	Tu	We	Th	Fr	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

## OCT

- 10/1 Fall Town Meeting
- 10/14 **CPC Submittals due**
- 10/25 FY24 Budget Documents distributed

Su	Mo	Tu	We	Th	Fr	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

## NOV

- 11/8 State Election

Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

## DEC

- 12/1 **Budgets due** back to FinDir by 4 p.m.
- 12/8 Budgets distributed to FC and SB
- 12/20 CPIC presents cap plan to SB
- 12/30 All budget Qs (from Board Chairs) due to FinDir

# FY24 Budget Calendar

# 2023

Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

## JAN

1/5 Budget Qs sent to Depts

1/18 Budget answers due back to FinDir

1/20 Budget answers distributed

Su	Mo	Tu	We	Th	Fr	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28				

## FEB

2/6 Last day to submit financial articles

Su	Mo	Tu	We	Th	Fr	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

## MAR

Su	Mo	Tu	We	Th	Fr	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

## APR

Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

## MAY

5/6 Annual Town Meeting

5/9 Annual Town Election

Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

## JUN

OFFICE OF THE  
PLANNING BOARD

13 AYER ROAD HARVARD, MA 01451

978-456-4100



Richard Maiore, Chair  
Select Board  
Town Hall  
13 Ayer Road  
Harvard, MA 01451

17 OCT. 2022

Chairman Maiore:


At the regular Planning Board meeting on October 3, 2022 the Board discussed the proposal by the Select Board to recommend the creation of an amendment to the Protective By-Law §125-7(3) *Accessory entertainment activities and events, provided that a license for such entertainment is obtained from the Select Board.* Upon deliberation of the proposed amendment, this Board wishes to express its suggestions and questions about unintended consequences.

The Planning Board requests additional information from the Select Board regarding how the proposed amendment will address the following items:

1. Would the Select Board limit the duration of licenses issued under this proposed amendment to thirty (30) days? Without the limitation, could the accessory use supersede the agricultural use?
2. Define "entertainment activities and events" under the proposal. Would this license allow sales and consumption of alcohol or marijuana?
3. Noise and traffic concerns under §125-20, which exempts Agricultural uses from the bylaw. Would the accessory use be subject to it?
4. Will the Select Board provide a proposal for an additional bylaw defining the types of allowed accessory entertainment events and activities? While other municipalities and existing case law have addressed these items, they have not been codified in Harvard's protective bylaws.
5. Has the Select Board reviewed and determined which other existing bylaws will be affected by the adoption of this proposed amendment?

The Planning Board requests the Select Board provide detailed guidance to address these items. It would be very helpful if a member of the Select Board were to participate in the Public Hearing on Monday, Nov. 7, 2022. We look forward to collaborating with you.

Sincerely,

  
Richard Cabelus, Chair

cc: Select Board members  
Planning Board members



<b>Part I</b>	ADMINISTRATION OF THE GOVERNMENT
<b>Title XX</b>	PUBLIC SAFETY AND GOOD ORDER
<b>Chapter 140</b>	LICENSES
<b>Section 181</b>	THEATRICAL EXHIBITIONS, ETC.; LICENSES; FEES; APPLICATIONS; SUSPENSION OR REVOCATION; WORKERS' COMPENSATION COVERAGE

---

Section 181. The mayor or selectmen may, except as provided in section one hundred and five of chapter one hundred and forty-nine, grant and set the fee for, upon such terms and conditions as are described hereinafter, a license for theatrical exhibitions, public shows, public amusements and exhibitions of every description, to be held upon weekdays only, to which admission is obtained upon payment of money or upon the delivery of any valuable thing, or in which, after free admission, amusement is furnished upon a deposit of money in a coin controlled apparatus, but in no event shall any such fee be greater than one hundred dollars.

Notwithstanding the limitations of this paragraph, a license granted to a movie theater, including any drive-in theater, for the exhibition of motion pictures shall permit such exhibition seven days per week. The fee for such license shall not exceed the total amounts paid by a licensee for licenses issued in 1997 under this section and section 4 of chapter 136 then in effect; provided, however, that the fee for such license shall not be greater than \$500.

The application for such a license shall be in writing and shall fully and specifically describe the conditions of the proposed exhibition, show, or amusement and the premises upon which the proposed exhibition, show, or amusement is to take place, to the extent that such conditions or premises would affect the public safety, health or order. Upon written request of the mayor or selectmen, the applicant shall in addition furnish reasonable information concerning the conditions of the premises and actions to be taken in order to prevent danger to the public safety, health, or order. Within thirty days following receipt of such application, the mayor or selectmen shall grant a license or shall order a hearing preceded by at least ten days written notice to the applicant. Within forty-five days next following the close of such hearing, the mayor or selectmen shall grant such license or shall deny such license upon a finding that issuance of such a license would lead to the creation of a nuisance or would endanger the public health, safety or order by:

- (a) unreasonably increasing pedestrian traffic in the area in which the premises are located or
- (b) increasing the incidence of disruptive conduct in the area in which the premises are located or
- (c) unreasonably increasing the level of noise in the area in which the premises are located.

Notice of such a denial shall be delivered to the applicant in writing and shall be accompanied by a statement of the reasons therefor. No application shall be denied if the anticipated harm is not significant or if the likelihood of its occurrence is remote. The mayor or selectmen may impose conditions upon a license but said conditions may only relate to compliance with applicable laws or ordinances, or to public safety, health

or order, or to steps required to be taken to guard against creation of a nuisance or to insure adequate safety and security for patrons or the affected public.

No applicant having been denied a license as aforesaid shall submit the same or a similar application within one year of said denial without including in said new application facts showing that the circumstances upon which the original denial was based have substantially changed.

The mayor or selectman may revoke or suspend a license granted pursuant to the provisions of this section upon finding, after a hearing preceded by ten days written notice to the licensee, that conditions exist which would have justified denial of the original application for such license provided, that the mayor or selectmen may petition the superior court department of the trial court to enjoin any violation of this section.

No license shall issue, however, for a traveling carnival, circus or other such traveling amusement which does not have its principal place of business within the commonwealth unless the licensee certifies that he has provided by insurance for the payment of compensation and the furnishing of other benefits under chapter one hundred and fifty-two to all persons to be employed by said licensee and that such insurance shall continue in full force and effect during the term of the license; and the licensee further certifies that he has obtained a policy of public liability insurance in the amount of at least twenty-five thousand dollars to pay any claims or judgments rendered against the licensee in favor of patrons or others to recover damages resulting from the negligence of the licensee. The amount of insurance of the policy hereinbefore required or in effect shall not limit or impair any right of recovery to which any plaintiff may be entitled in excess of such amount.

# June 27, 2020 Annual Town Meeting— Proposed Zoning Bylaw Changes— Article 8— Agricultural Accessory Use Zoning Bylaw

## § 1. Purpose

Consistent with the Town's Open Space and Recreation Plan, the Right to Farm Bylaw, the Rural 11 Prioritization Project, the Southern Worcester County Comprehensive Economic Development Strategy, and General Law Chapter 40A, § 3 of the Zoning Act, the purpose of this Section is to provide for innovative economic development opportunities for Rutland Farmers. This Section will benefit the general health and welfare of Town residents and the region by encouraging economic development and open space preservation that fits the rural character of the Town. This Section will also provide opportunities for Rutland farmers to supplement their income produced through their farm operations by diversifying their operations to include businesses that may combine agriculture, tourism, outdoor recreation, and other farm related activities. Nothing herein is intended to limit any use protected by G.L. c. 40A, § 3 as an agricultural use.

## § 2. Applicability

This Section applies to agriculturally-related accessory uses where the principal use of land is commercial agricultural as that term is used in G.L. c. 40A, c 128, § 1A and referred to in G.L. c. 40A, § 3. This Section creates a zoning by-law which applies to all zoning districts within the Town. To determine applicability, the applicant may be required to provide evidence to the Building Inspector that the principal use of the land qualifies as commercial agriculture pursuant to G.L. c. 40A, § 3 and that the proposed agriculturally-related accessory use is customarily incidental and subordinate to the primary commercial agricultural use.

## §3. Definitions

**Accessory Farm Store** - An onsite retail outlet for farm products that is subordinate to the primary commercial agriculture use of growing or harvesting of crops or the raising of livestock designed to bring the public to the farm for the purchase of agricultural products, agriculturally-related products, and/or value-added agricultural products.

**Agri-commercial** - means commercial activities designed to market to and bring the public to a Farm Enterprise for a farm related experience, and increase the sale of agricultural products to the public with the express purpose of enhancing the agricultural viability of a Farm Enterprise.

**Agriculturally-Related Products** - Items sold at accessory farm stores to attract customers and promote the sale of agricultural products. Such items include, but are not limited to, all agricultural and horticultural products, animal feed, baked goods, ice cream and ice cream-based desserts and beverages, jams, honey, gift items, food stuffs, clothing and other items promoting farming and agriculture and value-added agriculture products and production on-site.

**Agriculture and Agricultural** - shall include farming in all of its branches and the cultivation and tillage of the soil, dairying, the production, cultivation, growing and harvesting of any agricultural, aquacultural, floricultural or horticultural commodities, the growing and harvesting of forest products upon forest land, the raising of livestock including horses, the keeping of horses as a commercial enterprise, the keeping and raising of poultry, swine, cattle and other domesticated animals used for food purposes, bees, fur-bearing animals, and any forestry or lumbering operations, performed by a farmer, who is hereby defined as one engaged in agriculture or farming as herein defined, or on a farm as an incident to or in conjunction with such farming operations, including preparations for market, delivery to storage or to market or to carriers for transportation to market.

**Agri-entertainment** - means entertainment, such as a seasonal event, festival, contest, music, party, or other time-specific event, designed specifically to bring the public to a Farm Enterprise for a farm-related educational experience by displaying a combination of the farm setting and products of the agricultural operations with the ultimate goal to encourage the purchase of agricultural products. Agri-entertainment is designed to enhance the agricultural viability of farm operations.

**Agri-tourism** - means tourism designed specifically to bring the public to a Farm Enterprise for a farm-related educational experience by displaying a combination of the farm setting and products of agricultural operations with the ultimate goal to encourage the purchase of agricultural products. Agricultural tourism shall include Farm-Stay programs, entertainment events on the farm, fundraising activities, and community events. Agri-tourism is designed to enhance the agricultural viability of the farm operations.

**Farm Enterprise** - means a farming operation that is entitled to protection under G.L. c. 40A, § 3.

**Value-Enhanced Agricultural Production** - The enhancement or improvement of an agricultural commodity or of an animal or plant product produced on a farm to a higher value. The enhancement or improvement includes, but is not limited to marketing; processing, transforming, and/or packaging of agricultural commodities grown, raised, or otherwise created on the premises controlled by the owner of the agricultural operation into a product of higher value.

#### **§ 4. Permit Procedures, Authority**

The Planning Board shall act as the administering authority for Site Plan Review required under this Section. The Site Plan Review requirements may be found in the document, titled, "Site Plan Approval Regulations, as amended." Otherwise, for new first-time agricultural accessory uses believed to be allowed as-of-right and not requiring Site Plan Review, the applicant may request review of said use and advice from the Building Commissioner, Agricultural Commission, and Planning and Community Development Office (collectively the "Reviewers") by notifying the Reviewers in writing of the as-of-right use at least thirty (30) days prior to commencing said use believed to be allowed as-of-right by this by-law. The Applicant shall be

responsible for obtaining any and all other necessary and applicable federal, state, and local permits and/or licenses as may be required prior to issuance of a building permit. The dimensional requirements of the underlying zoning district shall apply to each agriculturally-related accessory use permitted under this Section.

## **§ 5. Use Provisions**

### **A. Allowable Accessory Uses**

Unless otherwise specified below, agri-entertainment, agri-commercial and agri-tourism shall be permitted as accessory uses provided that the primary use of land is Commercial Agriculture, the parcel has a minimum of five (5) acres and the sales meet the requirements of G.L. c. 40A, § 3. Examples of allowable accessory agri-entertainment, agri-commercial and agri-tourism uses include but are not limited to the following:

1. Fruit, pumpkin or related U-pick operations;
2. Corn mazes, crop art or related activities;
3. Educational and demonstrative tours;
4. Walking and bicycling tours and trails;
5. Petting and feeding zoos;
6. Hay rides;
7. Cut your own Christmas tree farms;
8. Agricultural museums;
9. Living history farms;
10. Processing demonstrations;
11. On-farm farmers' markets and roadside stands;
12. On-farm restaurants where a significant portion of products sold is prepared on site with farm crops grown or raised on site;
13. Winery tours and wine tasting where a significant portion of products sold is prepared on site with farm crops grown or raised on site;
14. Brewery tours and beer tasting where a significant portion of products sold is prepared on site with farm crops grown or raised on site;
15. Liquor tours and liquor tasting where a significant portion of products sold is prepared on site with farm crops grown or raised on site;
16. Ice cream and bakery facilities where a significant portion of products sold is prepared on site with farm crops grown or raised on site;
17. Outdoor recreation (fishing, hunting, bird watching, natural features);
18. Horseback riding;
19. Rural bed and breakfast;
20. Consuming agricultural or food products; and
21. Garden tours.

### **B. Allowable Accessory Uses Requiring Site Plan Review**

The following accessory agriculturally-related uses are subject to Site Plan Review by the Planning Board;

1. Weddings, receptions, or private parties;

2. Concerts, festivals, or special events;
3. Lodging, other than rural bed and breakfast;
4. Art galleries or sculpture parks;
5. Nonmotorized active recreational uses including but not limited to: disc golf; zip lines; and archery.

### **C. Prohibited Accessory Uses**

The following accessory agricultural uses are prohibited:

Uses not specifically listed as accessory above, uses not customarily incidental to primary commercial farming uses, or uses otherwise prohibited in the underlying zoning district.

### **D. Requirements**

Where site plan review is required for an accessory agricultural use, the Planning Board shall be the Site Plan Review authority and the otherwise applicable site plan requirements for the underlying zoning district shall apply. Further, the Planning Board, in its discretion, shall make a finding whether each site plan element listed below has been adequately addressed by the applicant:

1. Noise control;
2. Off street parking;
3. Loading areas;
4. Traffic control measures for roads leading to the facilities;
5. Refuse disposal
6. Sanitation;
7. Crowd control and security;
8. Fire protection;
9. Lighting.
10. Screening from neighboring properties.

The Planning Board may impose reasonable conditions upon any site plan approval issued under this Section.

### **§ 6. Severability**

If any provision of this Section is held invalid by a court of competent jurisdiction, the remainder of the bylaw shall not be affected thereby. The invalidity of any section or sections or parts of any section or sections of this section shall not affect the validity of the remainder of the Town of Rutland Zoning Bylaw.

*REV 2-18-20, 3-5-20, 5-11-20, 5-19-20, 5-20-20, 5-22-20, 6-1-20, 6-10-20, 6-11-20.*

Questions from conversation w/Keri Green – not officially from Ag commission as they had not discussed the bylaws before our meeting

1. Events vs. entertainment – what is considered entertainment?
  - a. Answer: look to state law definition – I did a cursory search but could not find the state’s definition – Please provide it

***There is no legal, statutory definition of the term. M.G.L..c. 140, sec. 181 provides that an entertainment license is required for “for theatrical exhibitions, public shows, public amusements and exhibitions of every description...”***

***Only “adult entertainment uses” are defined in the Protective Bylaw.***

- b. Events (like farm dinners, etc.) occur today w/o a need to have a license but will there be a change if the bylaw passes –

***No, unless entertainment occurs at those events.***

2. it appears the entertainment license is specifically tied to the alcohol, victuallers or innholders licenses and may not apply for entities who do not have those other licenses

***That is not correct. Any entity or person who needs one may apply for an entertainment license.***

3. Follow up – the alcohol, victualler’s and innholders and other provisions in the statute under chapter 140 refer to “public” – what is considered “public” & can private events be held w/o an entertainment license (like a wedding, private party, etc.)?

***Yes, as long as the general public does not have access to the event (i.e., only invited guests may attend).***

4. If the bylaw passes, will there be any limit to the # of licenses? **No.**

5. Keri brought up a concern that those with multiple lots or abutting parcels could obtain multiple licenses (i.e., one for each parcel or lot)

***If the lot meets the minimum size and is used primarily for commercial agriculture, it could qualify for a license. Of course, the SB can deny an application on the grounds that there are too many licenses in a particular area.***

6. In having the existing system we have w/multiple one day licenses the abutters have on when events will be taking place at the venues. Issuing an annual license does not



provide notice to them when to expect traffic, music etc. as the venue would be setting the dates on their own.

***Even under an annual license, the dates and times of the entertainment can be set as a condition of the license.***

7. She does not necessarily oppose this bylaw amendment as she does want to expand ag uses but is not comfortable with the current language as she has the above concerns
8. Q: if this fails at this town meeting would we be unable to bring it up again for a # of years?

***If it fails, it cannot be presented to a tm for 2 years, unless the PB recommends its passage.***

Separate issue I brought up w/Keri on Ag and taxes – could the town do a home rule petition to exempt agriculture from a split tax rate (if one is brought forward later as the C District gets developed) and to exempt them from taxes on the sale of products they produce? **Yes.** Would it make sense to try to do this before the split rate or wait

**CARLSON ORCHARDS**  
**ENTERTAINMENT LICENSE CONDITIONS**

*Approved March 2022*

1. Entertainment is permitted in the cider barn and patio only.
2. Entertainment License – Hours of Operation

Monday Holidays	11am to 6pm
Tuesday	11am to 6pm (only in the cider barn for private events)
Wednesday	11am to 6pm (only in the cider barn for private events)
Thursday	11am to 6pm
Friday	11am to 8pm
Saturday	11am to 8pm
Sunday	11am to 6pm
3. The licensee holder shall designate, at all times, an on-site manager who shall be responsible for compliance with the operational aspects of these conditions. The on-site manager shall have a cell phone with the number registered at the communications center.
4. The on-site manager shall not permit any loud music, noise or other sounds by means of phonograph, radio, or other broadcasting apparatus or other loud noise or other nuisance which substantially and adversely disturbs the quiet and peace of the premises or the neighborhood.
5. The licensee acknowledges that the location of their facility is within a rural residential area and that excessive noise created by their entertainment activities could have a deleterious effect on their neighbor’s rights to quiet enjoyment of their property. If the entertainment activity substantially and adversely affects the surrounding properties (as compared with the other, primary activities of the licensee as to sound) as determined by an agent of the Select Board, the licensee agrees to immediately moderate the entertainment activity upon notification by said agent(s). Failure to moderate such activity could result in suspension or revocation of this license.
6. The inclusion of any permitted activity in this license does not mean that it will be “grandfathered” as a right in future renewals of this license.
7. The Select Board reserves the right to modify any conditions or change any permitted activity during the period of this license should it be determined that this is necessary. A public hearing will be held prior to any modifications. The licensee will be given 30 days to comply.
8. Entertainment shall be offered as an adjunct offering to visiting the cider barn taproom and/or orchard not advertised as the sole purpose for visiting.
9. The licensed premises must comply with the occupancy designation and limit, as determined by the Town’s Board of Health and the Town’s Building Commissioner in accordance with the Massachusetts State Building Code.
10. At such time, as allowed by number 9, when any events occur where there will be an estimated 100 or more attendees/participants on the licensed premise, a police detail shall be arranged one week in advance.
11. The Chief of Police, Fire Chief or Zoning Enforcement Officer shall be the Select Board’s agents, as appropriate, for determining compliance with these conditions.

Annual Entertainment License Conditions  
Center on the Common - 7 Fairbank Street

Approved 2.5.2013  
Revised 12.20.2013

1. Hours of Operation
  - a. Sunday -Thursday                      10:00 A.M. to 9:00 P.M.
  - b. Friday - Saturday                      10:00 A.M. to 10:00 P.M.
2. The Chief of Police, Fire Chief or Zoning Enforcement Officer shall be the Board of Selectmen's agents, as appropriate, for determining compliance with these conditions.
3. The licensee holder shall designate, for each event, an on-site manager who shall be responsible for compliance with the operational aspects of these conditions. The on-site manager shall have a cell phone with the number registered at the communications center.
4. The on-site manager shall not permit any loud music, noise or other sounds by means of phonograph, radio, or other broadcasting apparatus or other loud noise or other nuisance which disturbs the quiet and peace of the premises or the neighborhood. If a complaint arises related to loud noise the on-site manager will be expected to resolve said complaint within 24 hours.
5. All entertainment shall be performed indoors.
6. Any advertisement for an event at which consumption of alcoholic beverages is permitted by the license holder shall clearly specify that consumption of beer and wine is by BYOB only.
7. Whenever 100 or more people are present at a scheduled event where entertainment is being provided, one police officer per 100 persons shall be present pursuant to a police detail approved by the Chief of Police and paid for by the licensee. This requirement may be modified on a case by case basis upon a written request by the licensee made at least one week prior to the event to the Chief of Police

**FRUITLANDS MUSEUMS, INC.**  
**ENTERTAINMENT LICENSE CONDITIONS**

*Approved 4/6/2010*

1. Entertainment License – Hours of Operation
  - a. Monday -Thursday      11:00 A.M. to 9:00 P.M.
  - b. Friday - Sunday      11:00 A.M. to 11:00 P.M.
  - c. New Year’s Eve      11:00 A.M. to 12 Midnight
  - d. New Year’s Day      12 Midnight to 1:00 A.M. And 11:00 A.M. to 11:00 P.M.
2. The Chief of Police, Fire Chief or Zoning Enforcement Officer shall be the Board of Selectmen’s agents, as appropriate, for determining compliance with these conditions.
3. The licensee holder shall designate, at all times, an on-site manager who shall be responsible for compliance with the operational aspects of these conditions. The on-site manager shall have a cell phone with the number registered at the communications center.
4. The on-site manager shall not permit any loud music, noise or other sounds by means of phonograph, radio, or other broadcasting apparatus or other loud noise or other nuisance which disturbs the quiet and peace of the premises or the neighborhood.
5. Temporary use of the Tea Room for scheduled events of fifty (50) or more people with live entertainment may be allowed only if a written permit is issued for such use by the Fire Chief, in consultation with local building inspector or other inspector, who may set the terms and conditions to protect against fire and preserve public safety.
6. Other entertainment consisting of auctions, background music, storytelling, solo/trio non-amplified woodwind/string instruments and choral performances is permitted during authorized hours of operation.
7. Except as allowed in subparagraphs below, all entertainment shall be performed indoors.
  - a. Up to fifteen (15) band or other concerts, using amplified musical instruments are permitted outdoors between April 15<sup>th</sup> and November 15<sup>th</sup> between 4:30 PM and 9:00 P.M. Nothing in this subparagraph shall be construed as prohibiting unamplified musical instruments.
8. Whenever 100 or more people are present at a scheduled event where entertainment is being provided, one police officer per 100 persons shall be present pursuant to a police detail approved by the Chief of Police and paid for by the licensee. This requirement may be modified on a case by case basis upon a written request by the licensee made at least one week prior to the event to the Chief of Police or designee.

9. The licensee acknowledges that the location of their facility is within a rural residential area and that excessive noise created by their activities could have a deleterious effect on their neighbor's rights to quiet enjoyment of their property. Accordingly, the licensee agrees to immediately moderate any such activity upon notification by any of the agents of the Board of Selectmen that a complaint has been filed. Failure to comply with this provision could result in suspension or revocation of this license.
10. The inclusion of any permitted activity in this license does not mean that it will be "grandfathered" as a right in future renewals of this license.
11. The Board of Selectmen reserves the right to modify any conditions or change any permitted activity during the period of this license should it be determined that this is necessary. A public hearing will be held prior to any modifications. The licensee will be given at least 30 days to comply.
12. Activities or functions not specifically allowed in this Entertainment License may be authorized on a case basis by the Board of Selectmen including, but not limited to outdoor festivals (with story tellers, pony rides, bands with artists and food vendors), road foot races, and outdoor shows (such as car shows). Additional requirements and conditions may apply to these other activities or functions.

Annual Entertainment License Conditions  
Harvard General Store – 1 Still River Road

Approved 4.16.2013

Revised 12.31.2018

1. Hours of Operation

a. Sunday -Thursday                      10:00 A.M. to 10:00 P.M.

b. Friday - Saturday                      10:00 A.M. to 11:00 P.M.

2. The Chief of Police, Fire Chief or Zoning Enforcement Officer shall be the Board of Selectmen's agents, as appropriate, for determining compliance with these conditions.
3. The licensee holder shall designate, for each event, an on-site manager who shall be responsible for compliance with the operational aspects of these conditions. The on-site manager shall have a cell phone with the number registered at the communications center.
4. The on-site manager shall not permit any loud music, noise or other sounds by means of phonograph, radio, or other broadcasting apparatus or other loud noise or other nuisance which disturbs the quiet and peace of the premises or the neighborhood. If a complaint arises related to loud noise the on-site manager will be expected to resolve said complaint within 24 hours.
5. All entertainment shall be performed indoors.
6. The license holder shall ensure that no alcoholic beverages in open containers are brought into the portion of the General Store that is licensed as a package store. An appropriate sign or signs shall be installed advising patrons of the requirements of this condition and delineating the package store area.
7. The license holder shall ensure that no alcoholic beverages are consumed in the portion of the General Store that is licensed as a package store except as part of a wine tasting/beer sampling event under the terms of the package store license.
8. Whenever 100 or more people are present at a scheduled event where entertainment is being provided, one police officer per 100 persons shall be present pursuant to a police detail approved by the Chief of Police and paid for by the licensee. This requirement may be modified on a case by case basis upon a written request by the licensee made at least one week prior to the event to the Chief of Police or designee.

<i>FY</i>	<i>Step Increment w/in grade</i>	<i>COLA</i>	<i>COLA + Step from prior year</i>	<i>Merit Max</i>	<i>COLA + Merit Avg</i>	
2008	2.25%	2.50%	5.32%		N/A	
2009	2.25%	2.50%	4.81%		N/A	
2010	2.25%	0.00%	4.39%		N/A	
2011	2.25%	0.00%	2.25%		N/A	
2012	2.25%	1.00%	3.27%		N/A	
2013	2.25%	2.00%	4.30%		N/A	
2014	2.25%	2.00%	4.30%		N/A	
2015	2.25%	2.00%	4.30%		N/A	
2016	2.25%	2.00%	4.30%		N/A	
2017	2.25%	2.00%	4.30%		N/A	
2018	2.25%	1.50%	4.30%		N/A	
2019	No Steps	2.00%	N/A; transition to new system			
2020	No Steps	2.20%	N/A	1.50%	3.07%	Average merit 0.87%
2021	No Steps	1.70%	N/A	1.50%	2.60%	Average merit 0.9%
2022	No Steps	1.40%	N/A	1.00%	2.40%	Average merit 1.0%
2023	No Steps	5.40%	N/A	1.50%	6.30%	Average merit 0.9%**

September CPI (Released October)

\*\*FY22 Merit allocation for FY23

*Seven employees removed from assessment:*

3 positions adjusted based on salary survey (Conservation Agent, Assistant Town Clerk, Assistant Town Administrator).

The average salary adjustment was 4.6%.

2 positions re-graded by Personnel in FY22, moved to their new grade in FY23 (BOH Administrative Assistant, Cable Station Operations)

All re-graded-and-moved staff were moved to the starting point of the position's new grade.

2 internal promotion (from Receptionist to COA Assistant Director, Library Assistant to Circulation Librarian)

**For the remaining 30 employees, the average merit increase was 0.9% (out of a possible 1.5%)**

### CPI-U Over Time

*Reflecting the data for that month, not the 1-month-lag release (i.e., September data is released in October)*

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	CY Average	
2011	1.6	2.1	2.7	3.2	3.6	3.6	3.6	3.8	3.9	3.5	3.4	3	3.17	
2012	2.9	2.9	2.7	2.3	1.7	1.7	1.4	1.7	2	2.2	1.8	1.7	2.08	
2013	1.6	2	1.5	1.1	1.4	1.8	2	1.5	1.2	1	1.2	1.5	1.48	
2014	1.6	1.1	1.5	2	2.1	2.1	2	1.7	1.7	1.7	1.3	0.8	1.63	
2015	-0.1	0	-0.1	-0.2	0	0.1	0.2	0.2	0	0.2	0.5	0.7	0.13	
2016	1.4	1	0.9	1.1	1	1	0.8	1.1	1.5	1.6	1.7	2.1	1.27	
2017	2.5	2.7	2.4	2.2	1.9	1.6	1.7	1.9	2.2	2	2.2	2.1	2.12	
FY18/19	2018	2.1	2.2	2.4	2.5	2.8	2.9	2.9	2.7	2.3	2.5	2.2	1.9	2.45
FY19/20	2019	1.6	1.5	1.9	2	1.8	1.6	1.8	1.7	1.7	1.8	2.1	2.3	1.82
FY20/21	2020	2.5	2.3	1.5	0.3	0.1	0.6	1	1.3	1.4	1.2	1.2	1.4	1.23
FY21/22	2021	1.4	1.7	2.6	4.2	5	5.4	5.4	5.3	5.4	6.2	6.8	7	4.70
FY22/23	2022	7.5	7.9	8.5	8.3	8.6	9.1	8.5	8.3	8.2				8.32

	<i>Avg prior 12</i>	<i>versus</i>	<i>Using Sept CPI U</i>	
<b>FY20</b>	2.4	<i>versus</i>	2.3	September 2017 through August 2018
<b>FY 21</b>	1.9	<i>versus</i>	1.7	September 2018 through August 2019
<b>FY22</b>	1.5	<i>versus</i>	1.4	September 2019 through August 2020
<b>FY23</b>	3.0	<i>versus</i>	5.4	September 2020 through August 2021
<b>FY24</b>	7.7	<i>versus</i>	8.2	September 2021 through August 2022





## Economic News Release



### Consumer Price Index Summary

Transmission of material in this release is embargoed until 8:30 a.m. (ET) Thursday, October 13, 2022 USDL-22-1990

Technical information: (202) 691-7000 \* cpi\_info@bls.gov \* www.bls.gov/cpi  
Media contact: (202) 691-5902 \* PressOffice@bls.gov

#### CONSUMER PRICE INDEX - SEPTEMBER 2022

The Consumer Price Index for All Urban Consumers (CPI-U) rose 0.4 percent in September on a seasonally adjusted basis after rising 0.1 percent in August, the U.S. Bureau of Labor Statistics reported today. Over the last 12 months, the all items index increased 8.2 percent before seasonal adjustment.

Increases in the shelter, food, and medical care indexes were the largest of many contributors to the monthly seasonally adjusted all items increase. These increases were partly offset by a 4.9-percent decline in the gasoline index. The food index continued to rise, increasing 0.8 percent over the month as the food at home index rose 0.7 percent. The energy index fell 2.1 percent over the month as the gasoline index declined, but the natural gas and electricity indexes increased.

The index for all items less food and energy rose 0.6 percent in September, as it did in August. The indexes for shelter, medical care, motor vehicle insurance, new vehicles, household furnishings and operations, and education were among those that increased over the month. There were some indexes that declined in September, including those for used cars and trucks, apparel, and communication.

The all items index increased 8.2 percent for the 12 months ending September, a slightly smaller figure than the 8.3-percent increase for the period ending August. The all items less food and energy index rose 6.6 percent over the last 12 months. The energy index increased 19.8 percent for the 12 months ending September, a smaller increase than the 23.8-percent increase for the period ending August. The food index increased 11.2 percent over the last year.

**Table A. Percent changes in CPI for All Urban Consumers (CPI-U): U.S. city average**

	Seasonally adjusted changes from preceding month							Un-adjusted 12-mos. ended Sep. 2022
	Mar. 2022	Apr. 2022	May 2022	Jun. 2022	Jul. 2022	Aug. 2022	Sep. 2022	
All items	1.2	0.3	1.0	1.3	0.0	0.1	0.4	8.2
Food	1.0	0.9	1.2	1.0	1.1	0.8	0.8	11.2
Food at home	1.5	1.0	1.4	1.0	1.3	0.7	0.7	13.0
Food away from home <sup>(1)</sup>	0.3	0.6	0.7	0.9	0.7	0.9	0.9	8.5
Energy	11.0	-2.7	3.9	7.5	-4.6	-5.0	-2.1	19.8
Energy commodities	18.1	-5.4	4.5	10.4	-7.6	-10.1	-4.7	19.7
Gasoline (all types)	18.3	-6.1	4.1	11.2	-7.7	-10.6	-4.9	18.2
Fuel oil <sup>(1)</sup>	22.3	2.7	16.9	-1.2	-11.0	-5.9	-2.7	58.1
Energy services	1.8	1.3	3.0	3.5	0.1	2.1	1.1	19.8
Electricity	2.2	0.7	1.3	1.7	1.6	1.5	0.4	15.5
Utility (piped) gas service	0.6	3.1	8.0	8.2	-3.6	3.5	2.9	33.1
All items less food and energy	0.3	0.6	0.6	0.7	0.3	0.6	0.6	6.6
Commodities less food and energy commodities	-0.4	0.2	0.7	0.8	0.2	0.5	0.0	6.6
New vehicles	0.2	1.1	1.0	0.7	0.6	0.8	0.7	9.4
Used cars and trucks	-3.8	-0.4	1.8	1.6	-0.4	-0.1	-1.1	7.2
Apparel	0.6	-0.8	0.7	0.8	-0.1	0.2	-0.3	5.5
Medical care commodities <sup>(1)</sup>	0.2	0.1	0.3	0.4	0.6	0.2	-0.1	3.7
Services less energy services	0.6	0.7	0.6	0.7	0.4	0.6	0.8	6.7
Shelter	0.5	0.5	0.6	0.6	0.5	0.7	0.7	6.6
Transportation services	2.0	3.1	1.3	2.1	-0.5	0.5	1.9	14.6
Medical care services	0.6	0.5	0.4	0.7	0.4	0.8	1.0	6.5
<b>Footnotes</b>								
<sup>(1)</sup> Not seasonally adjusted.								

The food index increased 0.8 percent in September, the same increase as August. The food at home index rose 0.7 percent in September as all six major grocery store food group indexes increased. The index for fruits and vegetables rose 1.6 percent, while the index for cereals and bakery products rose 0.9 percent over the month. The index for other food at home increased 0.5 percent in September, after rising 1.1 percent in August. The index for meats, poultry, fish, and eggs rose 0.4 percent over the month while the index for nonalcoholic beverages increased 0.6 percent in September. The dairy and related products index rose 0.3 percent in September, the same increase as the previous month.

The food away from home index rose 0.9 percent in September, as it did in August. The index for full service meals increased 0.4 percent and the index for limited service meals increased 0.6 percent over the month. The food at employee sites and schools index rose 44.9 percent in September, reflecting the expiration of some free school lunch programs.

The food at home index rose 13.0 percent over the last 12 months. The index for cereals and bakery products increased 16.2 percent over the year and the index for dairy and related products rose 15.9 percent. The remaining major grocery store food groups posted increases ranging from 9.0 percent (meats, poultry, fish, and eggs) to 15.7 percent (other food at home).

The index for food away from home rose 8.5 percent over the last year. The index for full service meals rose 8.8 percent over the last 12 months, and the index for limited service meals rose 7.1 percent over the same period.

#### Energy

The energy index declined 2.1 percent in September after falling 5.0 percent in August. The gasoline index fell 4.9 percent over the month following a 10.6-percent decrease in August. (Before seasonal adjustment, gasoline prices fell 5.6 percent in September.) However, the index for natural gas increased in September, rising 2.9 percent after increasing 3.5 percent in August. The electricity index also increased over the month, rising 0.4 percent.

The energy index rose 19.8 percent over the past 12 months. The gasoline index increased 18.2 percent over the span and the fuel oil index rose 58.1 percent. The index for electricity rose 15.5 percent over the last 12 months, and the index for natural gas increased 33.1 percent over the same period.

#### All items less food and energy

The index for all items less food and energy rose 0.6 percent in September, following an identical increase in August. The shelter index continued to increase, rising 0.7 percent in September, also the same as in August. The rent index rose 0.8 percent in September. The owners' equivalent rent index also increased 0.8 percent over the month, the largest monthly increase in that index since June 1990. The index for lodging away from home fell 1.0 percent over the month.

The medical care index rose 0.8 percent in September after rising 0.7 percent in August. The index for physicians' services increased 0.5 percent over the month, while the index for hospital services increased 0.1 percent. The index for prescription drugs fell 0.1 percent in September.

The index for motor vehicle insurance continued to rise, increasing 1.6 percent in September after rising 1.3 percent in August. The new vehicles index increased 0.7 percent over the month, and the household furnishings and operations index rose 0.5 percent in September. Other indexes that increased in September include personal care (+0.4 percent), education (+0.4 percent), airline fares (+0.8 percent), and recreation (+0.1 percent).

A few indexes declined over the month, including the index for used cars and trucks, which fell 1.1 percent in September after decreasing 0.1 percent in August. The apparel index fell 0.3 percent over the month, and the communication index decreased 0.1 percent in September.

The index for all items less food and energy rose 6.6 percent over the past 12 months, the largest 12-month increase in that index since August 1982. The shelter index also rose 6.6 percent over the last year, accounting for over 40 percent of the total increase in all items less food and energy. Other indexes with notable increases over the last year include medical care (+6.0 percent), household furnishings and operations (+9.3 percent), new vehicles (+9.4 percent), and used cars and trucks (+7.2 percent).

#### Not seasonally adjusted CPI measures

The Consumer Price Index for All Urban Consumers (CPI-U) increased 8.2 percent over the last 12 months to an index level of 296.808 (1982-84=100). For the month, the index increased 0.2 percent prior to seasonal adjustment.

The Consumer Price Index for Urban Wage Earners and Clerical Workers (CPI-W) increased 8.5 percent over the last 12 months to an index level of 291.854 (1982-84=100). For the month, the index increased 0.1 percent prior to seasonal adjustment.

The Chained Consumer Price Index for All Urban Consumers (C-CPI-U) increased 8.0 percent over the last 12 months. For the month, the index increased 0.3 percent on a not seasonally adjusted basis. Please note that the indexes for the past 10 to 12 months are subject to revision.

The Consumer Price Index for October 2022 is scheduled to be released on Thursday, November 10, 2022, at 8:30 a.m. (ET).

---

#### January 2023 Consumer Price Index Weight Update

Starting with January 2023 data, BLS plans to update weights annually for the Consumer Price Index based on a single calendar year of data, using consumer expenditure data from 2021. This reflects a change from prior practice of updating weights biennially using two years of expenditure data.

-----  
Technical Note

Brief Explanation of the CPI

The Consumer Price Index (CPI) measures the change in prices paid by consumers for goods and services. The CPI reflects spending patterns for each of two population groups: all urban consumers and urban wage earners and clerical workers. The all urban consumer group represents about 93 percent of the total U.S. population. It is based on the expenditures of almost all residents of urban or metropolitan areas, including professionals, the self-employed, the poor, the unemployed, and retired people, as well as urban wage earners and clerical workers. Not included in the CPI are the spending patterns of people living in rural nonmetropolitan areas, farming families, people in the Armed Forces, and those in institutions, such as prisons and mental hospitals. Consumer inflation for all urban consumers is measured by two indexes, namely, the Consumer Price Index for All Urban Consumers (CPI-U) and the Chained Consumer Price Index for All Urban Consumers (C-CPI-U). The Consumer Price Index for Urban Wage Earners and Clerical Workers (CPI-W) is based on the expenditures of households included in the CPI-U definition that meet two requirements: more than one-half of the household's income must come from clerical or wage occupations, and at least one of the household's earners must have been employed for at least 37 weeks during the previous 12 months. The CPI-W population represents about 29 percent of the total U.S. population and is a subset of the CPI-U population.

The CPIs are based on prices of food, clothing, shelter, fuels, transportation, doctors' and dentists' services, drugs, and other goods and services that people buy for day-to-day living. Prices are collected each month in 75 urban areas across the country from about 6,000 housing units and approximately 22,000 retail establishments (department stores, supermarkets, hospitals, filling stations, and other types of stores and service establishments). All taxes directly associated with the purchase and use of items are included in the index. Prices of fuels and a few other items are obtained every month in all 75 locations. Prices of most other commodities and services are collected every month in the three largest geographic areas and every other month in other areas. Prices of most goods and services are obtained by personal visit, telephone call, or web collection by the Bureau's trained representatives.

In calculating the index, price changes for the various items in each location are aggregated using weights, which represent their importance in the spending of the appropriate population group. Local data are then combined to obtain a U.S. city average. For the CPI-U and CPI-W, separate indexes are also published by size of city, by region of the country, for cross-classifications of regions and population-size classes, and for 23 selected local areas. Area indexes do not measure differences in the level of prices among cities; they only measure the average change in prices for each area since the base period. For the C-CPI-U, data are issued only at the national level. The CPI-U and CPI-W are considered final when released, but the C-CPI-U is issued in preliminary form and subject to three subsequent quarterly revisions.

The index measures price change from a designed reference date. For most of the CPI-U and the CPI-W, the reference base is 1982-84 equals 100. The reference base for the C-CPI-U is December 1999 equals 100. An increase of 7 percent from the reference base, for example, is shown as 107.000. Alternatively, that relationship can also be expressed as the price of a base period market basket of goods and services rising from \$100 to \$107.

Sampling Error in the CPI

The CPI is a statistical estimate that is subject to sampling error because it is based upon a sample of retail prices and not the complete universe of all prices. BLS calculates and publishes estimates of the 1-month, 2-month, 6-month, and 12-month percent change standard errors annually for the CPI-U. These standard error estimates can be used to construct confidence intervals for hypothesis testing. For example, the estimated standard error of the 1-month percent change is 0.03 percent for the U.S. all items CPI. This means that if we repeatedly sample from the universe of all retail prices using the same methodology, and estimate a percentage change for each sample, then 95 percent of these estimates will be within 0.06 percent of the 1-month percentage change based on all retail prices. For example, for a 1-month change of 0.2 percent in the all items CPI-U, we are 95 percent confident that the actual percent change based on all retail prices would fall between 0.14 and 0.26 percent. For the latest data, including information on how to use the estimates of standard error, see [www.bls.gov/cpi/tables/variance-estimates/home.htm](http://www.bls.gov/cpi/tables/variance-estimates/home.htm).

Calculating Index Changes

Movements of the indexes from 1 month to another are usually expressed as percent changes rather than changes in index points, because index point changes are affected by the level of the index in relation to its base period, while percent changes are not. The following table shows an example of using index values to calculate percent changes:

	Item A	Item B	Item C
Year I	112.500	225.000	110.000
Year II	121.500	243.000	128.000
Change in index points	9.000	18.000	18.000
Percent change	$9.0/112.500 \times 100 = 8.0$	$18.0/225.000 \times 100 = 8.0$	$18.0/110.000 \times 100 = 16.4$

Use of Seasonally Adjusted and Unadjusted Data

The Consumer Price Index (CPI) produces both unadjusted and seasonally adjusted data. Seasonally adjusted data are computed using seasonal factors derived by the X-13ARIMA-SEATS seasonal adjustment method. These factors are updated each February, and the new factors are used to revise the previous 5 years of seasonally adjusted data. The factors are available at [www.bls.gov/cpi/tables/seasonal-adjustment/seasonal-factors-2022.xlsx](http://www.bls.gov/cpi/tables/seasonal-adjustment/seasonal-factors-2022.xlsx). For more information on data revision scheduling, please see the Factsheet on Seasonal Adjustment at

[www.bls.gov/cpi/seasonal-adjustment/questions-and-answers.htm](http://www.bls.gov/cpi/seasonal-adjustment/questions-and-answers.htm) and the Timeline of Seasonal Adjustment Methodological Changes at [www.bls.gov/cpi/seasonal-adjustment/timeline-seasonal-adjustment-methodology-changes.htm](http://www.bls.gov/cpi/seasonal-adjustment/timeline-seasonal-adjustment-methodology-changes.htm).

For analyzing short-term price trends in the economy, seasonally adjusted changes are usually preferred since they eliminate the effect of changes that normally occur at the same time and in about the same magnitude every year—such as price movements resulting from weather events, production cycles, model changeovers, holidays, and sales. This allows data users to focus on changes that are not typical for the time of year. The unadjusted data are of primary interest to consumers concerned about the prices they actually pay. Unadjusted data are also used extensively for escalation purposes. Many collective bargaining contract agreements and pension plans, for example, tie compensation changes to the Consumer Price Index before adjustment for seasonal variation. BLS advises against the use of seasonally adjusted data in escalation agreements because seasonally adjusted series are revised annually.

#### Intervention Analysis

The Bureau of Labor Statistics uses intervention analysis seasonal adjustment (IASA) for some CPI series. Sometimes extreme values or sharp movements can distort the underlying seasonal pattern of price change. Intervention analysis seasonal adjustment is a process by which the distortions caused by such unusual events are estimated and removed from the data prior to calculation of seasonal factors. The resulting seasonal factors, which more accurately represent the seasonal pattern, are then applied to the unadjusted data.

For example, this procedure was used for the motor fuel series to offset the effects of the 2009 return to normal pricing after the worldwide economic downturn in 2008. Retaining this outlier data during seasonal factor calculation would distort the computation of the seasonal portion of the time series data for motor fuel, so it was estimated and removed from the data prior to seasonal adjustment. Following that, seasonal factors were calculated based on this "prior adjusted" data. These seasonal factors represent a clearer picture of the seasonal pattern in the data. The last step is for motor fuel seasonal factors to be applied to the unadjusted data.

For the seasonal factors introduced for January 2022, BLS adjusted 72 series using intervention analysis seasonal adjustment, including selected food and beverage items, motor fuels, electricity, and vehicles.

#### Revision of Seasonally Adjusted Indexes

Seasonally adjusted data, including the U.S. city average all items index levels, are subject to revision for up to 5 years after their original release. Every year, economists in the CPI calculate new seasonal factors for seasonally adjusted series and apply them to the last 5 years of data. Seasonally adjusted indexes beyond the last 5 years of data are considered to be final and not subject to revision. For January 2022, revised seasonal factors and seasonally adjusted indexes for 2017 to 2021 were calculated and published. For series which are directly adjusted using the Census X-13ARIMA-SEATS seasonal adjustment software, the seasonal factors for 2021 will be applied to data for 2022 to produce the seasonally adjusted 2022 indexes. Series which are indirectly seasonally adjusted by summing seasonally adjusted component series have seasonal factors which are derived and are therefore not available in advance.

#### Determining Seasonal Status

Each year the seasonal status of every series is reevaluated based upon certain statistical criteria. Using these criteria, BLS economists determine whether a series should change its status from "not seasonally adjusted" to "seasonally adjusted", or vice versa. If any of the 81 components of the U.S. city average all items index change their seasonal adjustment status from seasonally adjusted to not seasonally adjusted, not seasonally adjusted data will be used in the aggregation of the dependent series for the last 5 years, but the seasonally adjusted indexes before that period will not be changed. For 2022, 22 of the 81 components of the U.S. city average all items index are seasonally adjusted.

#### Contact Information

For additional information about the CPI visit [www.bls.gov/cpi](http://www.bls.gov/cpi) or contact the CPI Information and Analysis Section at 202-691-7000 or [cpi\\_info@bls.gov](mailto:cpi_info@bls.gov).

For additional information on seasonal adjustment in the CPI visit [www.bls.gov/cpi/seasonal-adjustment/home.htm](http://www.bls.gov/cpi/seasonal-adjustment/home.htm) or contact the CPI seasonal adjustment section at 202-691-6968 or [cpiseas@bls.gov](mailto:cpiseas@bls.gov).

If you are deaf, hard of hearing, or have a speech disability, please dial 7-1-1 to access telecommunications relay services.

- [Table 1. Consumer Price Index for All Urban Consumers \(CPI-U\): U. S. city average, by expenditure category](#)
- [Table 2. Consumer Price Index for All Urban Consumers \(CPI-U\): U. S. city average, by detailed expenditure category](#)
- [Table 3. Consumer Price Index for All Urban Consumers \(CPI-U\): U. S. city average, special aggregate indexes](#)
- [Table 4. Consumer Price Index for All Urban Consumers \(CPI-U\): Selected areas, all items index](#)
- [Table 5. Chained Consumer Price Index for All Urban Consumers \(C-CPI-U\) and the Consumer Price Index for All Urban Consumers \(CPI-U\): U.S. city average, all items index](#)
- [Table 6. Consumer Price Index for All Urban Consumers \(CPI-U\): U.S. city average, by expenditure category, 1-month analysis table](#)
- [Table 7. Consumer Price Index for All Urban Consumers \(CPI-U\): U.S. city average, by expenditure category, 12-month analysis table](#)
- [HTML version of the entire news release](#)

---

**[The PDF version of the news release](#)**

**[News release charts](#)**

**[Supplemental Files Table of Contents](#)**

## REVENUE IDEATION COMMITTEE FINDINGS

October 6, 2022

The Revenue Ideation Committee was formed to investigate ways the Town of Harvard could increase and diversify its municipal revenue streams without raising residential property taxes. As the committee's charge notes, Harvard is facing long term financial challenges primarily because residential property taxes account for 93% of the town's revenues. Given the town's increasing financial obligations to deliver basic level services to its residents, this strategy is not sustainable.

The Committee was tasked with looking into several "buckets" for potential revenue enhancement. These included:

- The sale of town land
- The sale of surplus buildings and equipment
- Leasing of town property for use of solar or wind power
- Leasing of cell towers on town land
- Securing corporate sponsorship of Town assets—ballfields, trails, etc.
- Work with State representatives to improve state aid and to develop a home rule petition (preferably with other communities) to not assign the commercial tax rate to farms
- Other opportunities as identified by the committee

The committee was made up of seven residents with representatives from the Finance Committee (FinCom), the School Committee, Energy Advisory Committee (HEAC), Select Board and has two resident-at large members.

The Committee looked into other similar communities, research studies, state legislation and engaged in blue sky thinking in trying to find ways to meet the charge. According to a New Hampshire Municipal Association Report entitled “The Secrets of Successful Small Communities, “ there are commonalities that underly a community’s success. Prospering small communities “capitalize on their distinctive assets – their architecture, history, natural surroundings, and home-grown businesses – rather than trying to adopt a new and different identity.” Harvard is fortunate to have a rich history, abundant natural resources, distinctive architecture, and a bucolic Town center. It also has a variety of home-grown businesses, family farms, and a small commercial district that could all be strengthened and better supported through town policies and incentives. The Committee found that there was not one particular strategy that would completely balance the town’s revenue sources between commercial and residential. It did believe there were ways to capitalize on existing assets to increase municipal revenue streams, without fundamentally changing the character of the community.

The top priorities to diversify and create more sustainable income for the town included:

- Boosting agritourism,
- Increasing solar energy on municipal buildings and land,
- Establishing a film commission,
- Soliciting more grant funding,
- Advocating for legislation that would support town economic initiatives and
- Researching the adoption of form-based code and conducting a cost/benefit analysis of water and sewer infrastructure for the Commercial District.

There were also a number of “one-offs” that could significantly augment municipal coffers such as:

- The potential sale of some town buildings or land,
- Bringing outstanding property taxes into compliance through liens and tax takings, as well as
- Selling naming rights to fields, for example.

This report, however, focused solely on what could be done to bolster revenues in present conditions. The Harvard-Devens Jurisdiction Committee and the Devens Jurisdiction Framework Committee are both tasked with investigating potential disposition outcomes for Harvard, if it were to take back its historic lands on Devens, which has significantly more commercial revenue opportunities.

## 1. SALE OF TOWN LAND

The town holds hundreds of acres of undeveloped land, many of them given in bequests. The Committee felt a thorough review of the parcels should be conducted with representatives from the Open Space and Recreation Committee, the Conservation Commission, the Planning Board, the Agricultural Commission, the Energy Advisory Committee and the Select Board to better understand if the parcels should continue to be held by the town for recreational purposes, solar array installations, carbon sequestration credits, conservation, or sold outright. Many of the parcels are land-locked, have extensive wetlands, or have other features making them unsuitable for development. The committee felt that this bucket deserved broader community input on determining which parcels could be reasonably declared as surplus.

## 2. SALE OF SURPLUS BUILDINGS AND EQUIPMENT

### *Still River Fire Station*

The Still River Fire station, built in 1948, is approximately 1,800 square feet and sits on 0.6 acres, which under current bylaws is a non-conforming lot. At present, the property is appraised for \$270,900. The building is primarily used as a storage area for trucks and equipment and if a new fire station is constructed as planned, the Still River Fire Station would be declared a surplus building and be sold.

In consultation with local realtors, the committee found there are several factors that will determine the potential sale value of the Still River Fire Station. Firstly, the status of the septic system and whether it is capable of passing a Title V inspection will need to be investigated. The small size of the lot will make it difficult to install a new system, if the current one fails or does not exist. The condition of the well will also need to be evaluated to determine if it can support future potential uses of the building. This would include determining if it is a legitimate well or too shallow to meet current standards and a water quality test would also need to be performed to find out if the water was potable.

The building itself will need to be inspected to determine if there are any structural or other environmental issues, such as the presence of asbestos. All of these factors will impact the sale value of the property.

Currently, the Still River Fire station is zoned in an A/R district. Any potential change in use, such as being converted into a business, would require a zoning review. The building's current footprint legally defines its "pre-existing non-conforming" status so razing the building would not be advantageous because it would no longer be a viable building lot under current bylaws which it would be subject to if demolished.

The timetable for building the new fire station will determine the future sale of the Still River Fire Station.

### *Hildreth House*

As part of its due diligence, the committee also looked into the potential sale of the Hildreth House, now that it is no longer to be used as the Council on Aging building. There are plans to utilize the building by locating the town's land use offices at Hildreth House, but the committee felt it was necessary to review all potential surplus buildings and land as part of its charge. The current assessed value of the Hildreth House and land is \$894,000. It sits on a parcel that is just under 6 acres. In 2016, Town Meeting approved the "Hildreth Housing Overlay District" which would permit senior



multifamily dwelling units and the parcel had preliminary approvals for town water and sewer. The town may consider selling the Hildreth House property to be used for the development of much needed senior housing, but there is a competing alternative to this potential sale.

The area behind Hildreth House has also been identified as the most promising location to site a cell tower that would provide service to underserved areas of town, particularly around Bare Hill Pond, but the potential Bolton Road location would also provide coverage to the pond. As noted in an upcoming section of the report, the leasing of land for a cell tower will bring in approximately \$40,000 per year in fees to the town, but because of safety regulations, such as “fall zone” setbacks, the tower would impact the town’s ability to sell a sizable parcel that would be financially viable for a builder to develop senior housing. The Town could decide to divide the lot and sell the house separately.

The Town could also examine if the sale of Hildreth House, including the one-time proceeds, in addition to the ongoing property tax revenues the development of senior housing would generate, might be more financially positive in the long run than a cell tower alone. There are also ancillary benefits because a senior housing development would provide more housing diversity and without impacting school budgets. The RIC believes the ultimate use of Hildreth House deserves further analysis.

### 3. LEASING OF TOWN PROPERTY for USE OF SOLAR OR WIND POWER GENERATION

Per its charge, the Committee explored the feasibility of using municipal sites for renewable energy installations. In consulting with members of the Energy Advisory Committee, the RIC found that wind power is not particularly well-suited for Harvard. As a result, the primary focus pivoted to integrating solar power generation into

existing buildings to offset costs and to finding opportunities for the town to potentially buy or lease solar arrays for placement on municipal parcels.

### *Solar Energy Resources*

Through our investigation, Harvard has quite a bit of potential for revenue and cost reduction by installing solar PV (photovoltaic) systems on Town-owned buildings and land. This can be achieved in 3 ways:

- Purchasing and installing solar PV systems on Town buildings
- Contracting with a company for a Power Purchase Agreement (PPA) for solar PV systems on Town buildings
- Leasing Town land to solar companies for the construction of commercial size solar arrays

### *Installing Solar PV Systems on Town Buildings*

The first 2 ways of taking advantage of solar PV installations are pretty straightforward. There are at least 3 Town building sites that are appropriate for solar PV installation: Public Safety Building, the new COA building and the DPW complex. What needs to be determined is which approach will yield the most value to the Town—i.e. a purchased array or power purchase agreement (PPP).

### *Public Safety Building*

The Town has received one estimate of cost and revenue of purchasing a solar PV for the Public Safety Building and need to obtain at least one more proposal. The Town would need to get a PPA proposal for the PS Building for comparison. Town Meeting agreed to lease the PS Building roof to a solar company for a PPA if that is determined to be the best option.

*COA Building*

Estimates for both PPA agreements and purchased array need to be solicited.

*DPW Complex*

Because of the plans for the DPW complex are not definite, estimates for this site will have to wait until the status of the DPW buildings have been decided.

*Leasing Town Land for Commercial-Sized PV Installations*

The path forward on this option is a bit less clear cut. There are companies, including Solect Energy (the contractor that did HES solar project) and Ameresco (that contractor for the Acton Transfer Station project) that lease land in order to install solar PV arrays. More investigation needs to be done to understand the benefits and drawbacks of implementing this kind of project. The financial benefit to the Town has not been fully fleshed out but it would be and is most certainly linked to the size of the installation and cost of installation. The Harvard Energy Advisory Committee (HEAC) has a lot of expertise in commercial solar projects and they will be helpful in getting a better picture.

Moving forward, the Town, through HEAC in collaboration with the Permanent Building Committee (PBC), will continue to solicit proposals for solar building installations on municipal buildings. When enough data has been collected, the Town can approach Capital Planning and Investment Committee (CPIC) with a proposal and start tackling the building projects.

Another opportunity for solar energy production would be installing solar canopies over existing municipal parking lots as many communities in Massachusetts have done.

The solar contractors would determine the feasibility of any particular site and then the Town would determine if the canopy is appropriate for the locale.

Municipal parcels could be used for siting for commercial-sized solar arrays. Two promising lots that have been looked into are the Stow Road gravel pit and the Warilla parcel further down on Stow Road that abuts Interstate 495. The gravel pit is more than 30 acres and according to HEAC's preliminary reviews, the parcel would be a viable site for a solar array. The second parcel's viability will be more thoroughly reviewed by HEAC. Typically, solar land leases are 20-25 years and payments are made on a per acre basis, not necessarily on megawatts produced. Rent escalation during the lease period is generally between 1.5-2.5%. The Town could also investigate whether building its own solar array makes economic sense but either scenario represents guaranteed income to the Town and meets Harvard's climate initiative goals.

The Committee highly recommends increasing solar installations on municipal buildings to reduce long term costs and meet renewable energy goals. It also highly recommends that larger existing municipal parcels such as those on Stow Road be fully investigated by HEAC for solar power generation to bring in new municipal revenues.

#### 4. LEASING OF CELL TOWERS ON TOWN LAND

In 2021, the Select Board engaged Isotrope Consultants to identify potential municipal sites for a new cell tower that would provide improved cellular service to the southwest area of town, where coverage has been spotty at best. The Isotrope report projected that the Town would earn approximately \$40,000 per year by leasing a portion of the Hildreth House property to a cell tower company. A request for information (RFI) is being drafted to understand the requirements a cell tower company would have to place a tower at that location. The construction of a tower at this location will impact the potential ability to sell or utilize other portions of the Hildreth parcel. The RIC

## 5. SECURING CORPORATE SPONSORSHIP OF TOWN ASSETS –BALLFIELDS, TRAILS, and Other Ways to Monetize Town Resources

The Committee investigated whether securing corporate sponsorship of Town recreation fields and trails, selling carbon offsets, licensing or leasing agricultural lands and timber harvesting would yield substantial enough income to offset the costs of administration.

The RIC looked into the possibility of corporate sponsorship and naming rights for Town recreation fields. The Depot Road baseball fields do have a few advertisements hung along the outfield fence that are currently administered by Harvard Youth Baseball Association (HYBSA). The Committee was reluctant to pursue field banner advertisements, not only since HYBSA has managed that for so long, but also because there would be insignificant revenue generated by field advertisements making it not worth pursuing.

Committee members, including Park and Rec Chair Bob O'Shea, did speculate that there may be some greater value in selling the naming rights of playing fields, trails or benches for a defined term and sponsorship fee. Research has shown small towns in Maine have been successful in raising small donor donations by selling bricks for walkways near fields for example as well as soliciting larger donations from corporate sponsors. Admittedly, this would generate a relatively small amount of one-time revenue per sponsorship, but it could help offset some field and trail maintenance costs. There was also the question of who would take charge of selling and managing sponsorships on the municipal side; the new Recreation Director could potentially be tasked with this assignment.

The committee finds that this is not a high priority for consistent revenue generation, but recommends that more evaluation of higher value corporate sponsorships and the naming rights of fields and trails be pursued.

*Selectively Harvesting Timber*

Harvard is rich in natural resources and the committee discussed ways to monetize those resources while also actively protecting them. Selective timber harvesting was discussed as a way to generate income through the sale of the timber from municipal lands. Every 4-5 acres of selective timber harvesting generates roughly \$3k in income but there was significant concern about overall environmental impact. RIC did not think this would move the needle significantly on revenues, but it may be worth taking on to reduce fire risk and provide some revenues. The Warilla land which is close to Interstate 495 and has been mentioned as a possible site for a solar farm, may be an appropriate parcel for selective timber harvesting. Overall, the committee found that this was a lower priority for revenues because of the level of management needed to administer such a program.

*Carbon Sequestration Credits*

Another way to harness Harvard's natural resources to generate income would be to further investigate earning revenue through the sale of carbon sequestration credits. At the State level, Massachusetts is planning to incentivize local decarbonization initiatives. The minimum acreage needed may be as high as 3,000 acres for a carbon offset program, but that is likely to change over time to allow for a smaller minimum. David Fay of HEAC shared the draft of the Town's decarbonization plan and it reports that "Harvard could either sell the carbon credits to offset the cost of the forest management plan and sequestration forest management tasks, or not. Selling the carbon credits would allow a buyer the opportunity to continue emitting but offset the emission with Harvard's carbon sequestration efforts." At the going rate, selling carbon credits could yield anywhere from \$8 to \$80 per acre per year—a very wide range—but as this type of enterprise becomes more commonplace, the rates will likely become more predictable. The Revenue Ideation Committee encourages the work of HEAC and HCIC to develop a plan for the Town to sell its carbon sequestration credits as a way to generate an ongoing income stream and to promote climate protection and sustainability efforts.

*The Licensing of Conservation Lands for Agricultural Use*

The Town, through its Conservation Commission, provides licenses for approximately 113 acres to be used for agricultural uses. The Finance Committee in years past expressed interest in an accounting of the revenues earned by the land that ConCom licenses. The fees collected for the licenses vary from year to year as they are based on yield (such as orchards), acreage or conditions. Town conservation agent, Liz Allard, has clarified that any revenues generated by the licenses are not deposited in the General Fund but are directed to the Conservation Commission fund for its use. There may be an opportunity to employ more best practices to increase revenues from the licenses for the ConCom's use and the conservation agent has noted that she intends to do that when she becomes a full-time conservation agent in the near future.

*The Establishment of a Film Commission*

RIC members recommend that Harvard capitalize on its historic New England character and bucolic surroundings by establishing a film commission which could help promote the Town not only for films and television, but for print advertising, video and multi-media production.

By all accounts, the filming of the movie "Little Women" in 2016 was a financial boon to municipal coffers and local businesses. It also created jobs for local residents. The movie continued to spur commercial revenues by increasing tourism in Harvard. There have been other television productions that have been filmed in the town on private property but actively soliciting such productions could yield significant revenue--as "Little Women" brought in \$100,000 in municipal fees and a considerable income surge for local businesses. The hope also would be to find ways to capitalize on the proximity of the New England Film Studios at Devens for local filming. The Committee highly recommends that the Town explore the establishment of a film commission to promote the Harvard as a welcoming place for media production.

6. WORK WITH STATE REPRESENTATIVES TO IMPROVE STATE AID AND TO DEVELOP A HOME RULE PETITION (PREFERABLY WITH OTHER COMMUNITIES) TO EXCLUDE THE COMMERCIAL TAX RATE TO FARMS

### *Split Rate Tax for Commercial Property*

Many communities in Massachusetts use a “split rate tax system” where commercial properties are taxed at a rate higher than residential properties. Harvard has studiously avoided moving to a split tax rate system because of the detrimental impact it would place on many farms that have been quintessential to the Town’s economic fabric, history and character. Harvard could realize higher commercial tax revenues if it moved to a split tax system, but in order to keep farms thriving in the future, more measures will be needed to ensure their viability. At the State level, Senate bill 1883, “an Act relative to exemptions from taxation of structures and buildings essential to the operation of agricultural and horticultural lands” has been moving through the legislature. While this bill would help offset some of the impact of moving the Town over to a split rate tax, our committee felt that the bill did not go far enough in the exemptions it would provide for it to meaningfully assist the agricultural community. Local farmers have stated that in its current form, S.1833 would have a very limited impact and would not substantially help them to warrant the Town moving to a split rate tax—i.e. agricultural building taxes would not be reduced enough to offset the financial impact of a higher commercial tax rate in the Town.

The RIC recommends that the Town continue to press our state senator and representative to work with other communities that support this bill and to help strengthen it to provide more relief for agricultural entities. If that cannot be achieved through this bill, the RIC would advocate that Harvard consider presenting a Home Rule Petition to more broadly define agricultural use buildings that could be exempted to provide greater tax relief to farms.

Although there would be decreased revenues coming in from property taxes on farm buildings, there would be increased revenues coming from commercial businesses



because of the higher split rate tax. More analysis would be needed to completely understand the impact of adopting a split rate tax, but the hope would be that it would increase commercial revenues while also helping to protect Harvard's historic farmlands. As a further benefit the preservation of working farms would also serve as a bulwark to the higher municipal costs and impact associated with the dissolution of farms for extensive residential development.

### *Agritourism*

According to the Massachusetts Agritourism Study Commission, "agritourism merges the enterprise of travel with the experience of farming and agriculture" and in 2017, Massachusetts was the 8<sup>th</sup> highest state in the U.S. for agritourism value per farm. Massachusetts Senate bill S.2643 is coursing through the legislature and if enacted, would provide greater regulatory relief to agricultural entities in order to support the viability and success of agritourism.

The RIC fully supports agritourism in Harvard as way to bolster municipal revenues, support local businesses and preserve farmland. The RIC recognizes that the Planning Board has been working on a local agritourism bylaw to support the agricultural community. The RIC applauds those efforts and recommends that Planning Board, the Select Board, the Agricultural Commission and the town planner collaborate on drafting a comprehensive agritourism bylaw that will help local farms succeed.

### *Real Estate Transfer Tax*

Massachusetts Senate Bill 868 is the statewide version of a bill that Concord introduced as a Home Rule petition. The Concord plan, for example, would implement a local 1% tax on real estate transfer fees on homes that are sold for \$600k and above--exempting properties sold below \$600k. It may seem counter-intuitive for a Revenue Ideation Committee to support a real estate transfer tax, but the burden of the tax would be borne by the buyer and not the existing homeowner. SB.868 would allow each town to tailor its real estate tax transfer program whereby the percentage of the tax could be set at a lower percentage rate, exempt first-time home buyers up to a certain price threshold and/or set the minimum threshold on which the tax could be applied. This

would provide the Town with much greater flexibility in administering the tax while still providing funds to support more affordable and diverse housing options.

The revenues collected from the fee would be used to fund Harvard's Municipal Affordable Housing Trust (MAHT), enabling it to purchase additional affordable units in new 40B developments in town. The purchase of affordable units would also enable the Town to reach the required 10% affordable housing stock requirement at a much faster rate. As a result, there would not only be more affordable units available, but it could also provide the town with greater leverage to shape future 40B development because it would be actively meeting its State affordable housing production numbers.

If SB. 868 is not enacted, the RIC recommends that the Town look into a Home Rule Petition to adopt a real estate transfer tax to increase its ability to provide more affordable, diverse housing. In 2021, there were \$65m in home sales. Without exemptions and minimum thresholds, a 1% real estate transfer fee would yield \$650k for the MAHT but the MAHT, in collaboration with the Select Board and FinCom, could recommend that the Town consider certain exemptions for first-time home buyers and a minimum threshold before the transfer fee kicked in. In running conservative hypothetical models, the RIC found that at a minimum, the Town would earn \$200k per year, but of course, this would be market dependent from year to year.

#### *Land Bank Commission*

The RIC looked into the possibility of creating a Land Bank Commission that would charge a certain percentage fee to buyers in order to support the purchase of conservation land and possibly recreation land. As it turns out, the State legislature no longer supports the creation of Land Bank Commissions so this potential avenue for revenue was a dead end.

## 7. OTHER OPPORTUNITIES AS IDENTIFIED BY THE COMMITTEE

*Property Tax Compliance*

A 2021 property tax report showed that the Town had \$1.1m in outstanding taxes. RIC urges the Town work to ensure comprehensive property tax compliance and it recommends making a concerted effort to use best practices regarding the use tax of liens and tax takings to bring those outstanding revenues onto municipal balance sheets. Through tax takings, the Town may be able to sell properties to recoup income that was lost from non-tax compliance. The Town should also analyze if there is a possibility of installing solar arrays on those parcels obtained through a tax taking to generate revenue for the Town and help meet the Town's climate initiative goals. This is particularly applicable for parcels that are land-locked, do not meet minimum lot requirements or have other issues affecting resale. The parcels could also be used to sell carbon sequestration credits.

*Hiring a Grant Writer to Obtain Greater Grant Funding*

One of the areas that Harvard has been increasingly successful in is winning grant money to offset the costs for municipal projects such as the roof at the Old Library, town center sidewalks and DPW roadwork. The Select Board in its strategic meeting discussed hiring a part-time grant writer in order to apply and win a wider array of grant funding.

The RIC strongly recommends the Select Board pursue the hiring of a grant writer.

*Envisioning a C-District that Works for Residents and Revenues*

The Revenue Ideation Committee reviewed the possible commercial buildout of parcels (comprising approximately 400+ acres) in the Ayer Road Commercial District and noted that the lack of water and sewer infrastructure will inhibit the Town's ability to realize the commercial potential of the district, and therefore not produce the most valuable commercial revenues that it could. The adoption of form-based code, which helps drive high quality, predictable commercial development while adhering to community values

and character, is a critical factor in the town being able to shape the development it wants to see on Ayer Road. It is inevitable that change will happen along Ayer Rd; in fact, it has already begun.

The other critical factor is the buildout of water and sewer infrastructure in the C-District, which may actually help Harvard see the type of smaller scale, quality commercial development along Ayer Road that it has said it would prefer because the point of entry costs for smaller businesses would be lower. Ideally, the commercial development of the district would provide needed conveniences to residents while diversifying the tax base to a reasonable extent. Form-based code helps residents determine the scale and type of commercial development they would like to see for the town rather than being subject to unexpected development projects that would not be favored by residents. The Planning Board has been researching form-based code.

The RIC encourages the town to consider adopting form-based codes to ensure the kind of successful commercial development it wants and needs to diversify its tax base. In conjunction with adopting form-based code, the RIC urges the town to do a cost/benefit analysis of building water and sewer infrastructure in the C-District to better understand the impact it would have on attracting suitable businesses to the corridor.

#### *Streamlining Costs and Sharing Resources*

Although not revenue generating per se, the committee was interested in identifying more ways to streamline costs and reduce waste in municipal government by sharing resources, continuing to automate payments and processes, improving efficiency in building HVAC systems and outsourcing municipal functions, such as field mowing, to the private sector wherever possible. One area the committee believed was worth investigating was the possibility of partnering with another nearby town to purchase and share specialized equipment, such as some specific fire or DPW department trucks, if deemed feasible.

## MOVING FORWARD

In the search to boost and diversify municipal revenues, Harvard should capitalize on its existing agricultural, natural, historical and cultural resources.

Here are the 7 main recommendations of the RIC:

1. **Agritourism:** In the long term, increasing and supporting agritourism--and tourism in general--seems to have the best prospect for success in increasing revenues in Harvard. Bringing people into the community to pick apples, visit Fruitlands, stop by the General Store, or participate in a road race helps to strengthen our municipal revenues without raising residential property taxes. Regional developments such as the new Groton Hill Music Center will bring more tourism to the area from which Harvard businesses and farms can benefit and an effort should be made to put Harvard on the map for visitors to the region through publications, chamber of commerce channels and other free media resources. Of course, there will be a need to balance resident concerns about traffic and other issues but it is hoped the positives can outweigh any negative impacts. Proper planning and policies can help mitigate or manage potential areas of concern.
2. **Solar Energy:** Utilizing suitable parcels for solar energy production helps the town earn revenues without impacting traffic, schools or staffing, while helping Harvard meet its climate goals is another method to ensuring continual income.
3. **Tax Compliance:** In the short term, the committee recommends that the Town bring parcels into tax compliance through tax liens and tax takings. The outstanding balance--over \$1m--is significant and worthy of recouping. The properties that fail to come into compliance through the lien process could also be sold, which may yield revenue above the level of outstanding taxes. If unsuitable for development, the parcels could be used for conservation or recreation purposes. Adding some of the unbuildable lots to

conservation may help the town reach the minimum threshold of acreage it needs to garner carbon sequestration credit income.

4. Property Sales: The sale of properties, such as the sale of Still River Fire Station, deserve to have a more thorough review to ensure that properties will not serve any future municipal need and therefore can be declared as surplus responsibly so the Committee recommends that the Select Board review how best to accomplish this task.

5. Real Estate Transfer Tax: Engaging with state leaders to support proposed legislation or to create Home Rule Petitions that would help the town support its agricultural community or meet its critical affordable housing needs are worthy of pursuing. Reducing the tax burden of farmers to enable the town to move to a split rate tax will be net positive to the town while also supporting the long-term viability of our farms. Enacting a real estate transfer tax protocol at either the state level or through a Home Rule Petition will help support the availability more affordable housing in the town without burdening existing residents with additional taxes.

6. Grant Writer: A critical element for meeting longer-term goals such as those outlined by HCIC, HEAC, ConCom or the Master Plan for example, is the hiring of a grant writer. There are numerous grants available to fund climate change, trails and other public initiatives that are being left untapped because town staff do not have the bandwidth to apply for them. This has been discussed by the Select Board and other committees and the RIC supports the hiring of grant writer to help offset the costs of achieving those important long-range planning efforts.

These four areas were found to be the most promising areas where the Town could increase revenues without increasing residential taxes.

7. Ayer Road Commercial District: Lastly, the Revenue Ideation Committee supports the adoption of a form-based code for the Ayer Road commercial corridor to help

residents shape the types of business development they would like to see in the district. Without form-based code, the Town will be vulnerable to commercial or residential development that does not support their needs, bring needed high-quality revenue or enhance the character of the community. With form-based code in place, the Select Board could consider forming a committee to do a specific cost/benefit analysis of bringing water and sewer infrastructure from Devens to the Commercial District along Ayer Road to understand the impact such a buildout would have on commercial development to meet the goals of the form-based code.

These are the primary recommendations that the Revenue Ideation Committee recommends the Select Board pursue or investigate further to increase municipal revenue sources for the Town.

Committee Members

As the Select Board representative to the Revenue Ideation Committee, I would like to express my profound thanks to the members of this committee who have worked diligently to try to run down every opportunity in the search for new ways to raise revenues for the town per the committees charge. The Town is fortunate to have the breadth and depth of expertise that it has in its volunteers.

JANE E BIERING	CITIZEN AT LARGE
CHARLES OLIVER	FINANCE COMMITTEE REP.
SUSANMARY REDINGER	SCHOOL COMMITTEE REP.
ROBERT O'SHEA	PARK & RECREATION REP.

DAN DALY	CITIZEN AT LARGE
PAUL GREEN	ENERGY ADVISORY COMMITTEE REP.
KARA MCGUIRE MINAR	SELECT BOARD REP.





**Select Board Minutes**  
**Tuesday, October 4, 2022**  
**7:00pm**

**The Select Board Regular Meeting was held virtually in accordance with the Governor's Executive Order Suspending Certain Provisions of the Open Meeting Law, G.L.c.30A. S.20.**

**Select Board participants:**

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

**Town Department attendees:**

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

**Town Center Overlay District**

Town Administrator Tim Bragan asked for guidance with respect to allowable uses in the proposed overlay district. The board is focused on specifically entertainment at this time. In addition, they decided the entertainment should be allowed by right and not require special approvals from the Planning Board. The Select Board will have the authority to grant the license and add any conditions associated with it.

**Town Meeting follow up**

The board members discussed how the recent meeting went and if they will continue with a split atm; spring session and fall session or revert back to one annual and a special meeting during the year when necessary. They decided Planning Board feedback is essential as the split meeting concept had been to address financial articles in the spring and planning bylaws in the fall. PB liaison Erin McBee will follow up with them. Charles Oliver offered the idea of considering evening meetings again. Evenings could be helpful for families however more difficult for seniors. They will revisit this topic and make a decision for 2024.

**All Boards meeting**

Rich Maiore was pleased with the level of participation and inspired by the willingness of everyone to be collaborative and work together.

**Minutes**

By a roll call vote, Minar – aye, Ludwig – aye, McBee – aye, Oliver – aye, Maiore – aye, the board voted unanimously to approve minutes of 9/20, as presented.

**Staff report (Attachment A)**

**Eagle Scout Proclamation**

By a roll call, McBee – aye, Oliver – aye, Minar – aye, Ludwig – aye, Maiore – aye, the board voted unanimously to approve proclamation for John Wilkins.

**Select Board Reports**

Kara Minar reported the Revenue Ideation Committee expects to finalize their report next week.

Erin McBee said the Planning Board received the Market Analysis and Financial impact analysis for the Ayer Rd Commercial District.

Charles Oliver suggested the Select Board act expeditiously to resolve the Bromfield House once the lease is over. He asked for clarity on the surplus requirements as well.

The meeting was adjourned at 8pm.

**Staff Report  
October 4, 2022**

1. Municipal Aggregation update:

- a. Colonial Power will be contacting Harvard's participants in the Community Choice Aggregation (CCA) program this week to explain the latest electricity supply rates (which take effect November 1), via a direct mailing with the Town seal on it. Additionally Colonial Power and Ellen Leicher of the Climate Initiative Committee will be speaking at the COA this Thursday (10/6) at 1:00 p.m. to broach the newer rates, which are currently contracted for one year only (in two six-month blocks) with Direct Energy. As before, the default option is the 100% renewable via purchase of national wind recs; the opt-in version is for the standard supply (51% renewable Y1, 52% renewable Y2). Current participants do not need to do anything if they are happy with their supply/rate.

For the boards information, attached is a grid indicating the existing electricity supply rates for the CCA, the newer rates effective 11/1, the proposed National Grid rates, and the contracted rate for Municipal and School (which is 51% renewable increasing 1% per CY - not including nuclear as 'renewable', and does not permit opt-out or alteration without notable penalties).

2. Friendly Crossways:

- a. We recently pulled together a meeting between the new owners of Friendly Crossways with Town staff (Building, Health, Police, Fire, Planning, Liquor Licensing, and Conservation) to review where we are and what will be happening. There was a good exchange of information and all were pleased with the meeting. This was the first time we utilized a meeting such as this but will not be the last. We are looking to doing something like this with commercial development or larger scale housing developments.

3. Local Board/Department/Budget Happenings:

- a. The Capital Planning and Investment Committee requests were due the 30<sup>th</sup> of last month. We received # number of applications that cover 2024 through to 2028. We will be looking at the Town ones and adjusting fiscal years accordingly based on need and readiness.
- b. FinCom is coming out with the budget document later this month and budgets will be due by December 1<sup>st</sup>.
- c. Our OPEB full valuation was completed and passed to our auditors and to PERAC as required. The Executive Summary is attached -- the most notable change is the discount rate of 6.9%, which decreased our liability 60% (~\$18M). Other things which dropped our liability were a change in mortality tables (~\$2M), the Worcester Regional delayed-membership/waiting-period provision affecting new employees working between 20-30 hours/week

(~\$1.2M), and a change in health insurer (~\$800k). The valuation presumes ongoing funding of OPEB at \$500k/year.

- d. Our Medicare health insurance plan rates for calendar year 2023 are in, and will be 2.5% to 4.7% lower for both the MEDEX (indemnity-like) and Managed Blue for Seniors (HMO-like) plans: good news for our retirees and likewise the Town!
- e. Early voting will commence on Saturday, October 22 (see attached schedule for full listing of early voting dates and times.
- f. Paving on Ayer Road will be complete from Route 2 to the Ayer Town line this week. The State will also be crack sealing Still River Road and Ayer Road where it is needed in the coming weeks. Tim Kilhart was able to get them to do this.

4. Energy and Carbon reduction:

- a. Starting in July of this year we had Town Hall employees work from home to see if it saved on energy and what the impact would be on our carbon footprint. On the energy side, since the two years were quite different (2021 July and August was very wet, 2022 July and August were very dry and very hot) we used more energy for AC than prior year and compared to years prior to 2021 we were slightly under those years. The carbon saving was impressive and surprising. During this timeframe we calculated that we saved 5,083 miles from being driven and that equated to 3,439.2 pounds of carbon (or 1.56 metric tons) from going into the atmosphere. We also found that in order to make up for that amount of carbon, had we driven to and from TH on Fridays, we would have to plant 78 trees. With respect to productivity, we were and are able to monitor employees' functionality during this time and we did not lose anything and in fact found people were getting on sooner and staying later. We will start it up again on October 28 through to next spring when another review will take place. We will make exceptions for people who have to come to Town Hall but the heat in the building will be reduced to 60 degrees from Thursday night through to early Monday morning.

5. State Updates: (State House News Service)

- a. The State is looking at an overhaul to alcohol licensing through Question 3 on the ballot. This question will increase the number of all alcohol license and beer and wine licenses a retailer can hold from 9 to 18 but will reduce the overall number of all alcohol licenses from 9 to 7. If passed, the law will also not allow self-checkout for beer, wine, and alcohol; allow out-of-state drivers licenses as a valid form of ID; and change the formula for fining stores that sell to minors.

- b. Health Care spending in Massachusetts dropped for the first time in 2020 under the decade old landmark cost control law. This is due in large part to Covid at the time and access to medical facilities was curtailed. They do not expect that this is a new trend.
- c. The State is trying to prepare for the coming high cost of winter energy bills which will hit everyone this year. They are reaching out along with the other New England States to the Federal Government to try and get more help in the form of energy aid.
- d. State just released the final Stretch Energy Code which makes more changes away from fossil fuels. The Department of Energy Resources released the summary last week and it is attached.
- e. State Lottery Officials are watching lottery revenues which declined in August by \$35.4 million. Overall lottery revenue is down this fiscal year by \$20.3 or 1.8%. Obviously, this means July was up. August marks the first time revenue was down by \$30 million or more in a while. The State is monitoring this and will wait to see what other months have to hold for this revenue source. The general thinking is that the economy and/or the increase in gambling opportunities in the state are what is causing this to happen. They will do a deeper dive once they have additional data.

6. The COA Project:

- a. This project continues on and the contractor is working with the committee on an unexpected issue. The slope to the front door is greater than allowed by law. This was permitted under a former Building Inspector but has to be corrected now and Jeff is working with the contractor, committee, and engineers to resolve this at the lowest cost.

7. Notice and Reminders:

- a. Just a reminder that the MassDevelopment Board of Directors meeting is Thursday, October 13, 2022 and starts at 10AM but the community portion of the meeting will start at 11:30AM.
- b. Bella Butterflies Run will be held on the 22<sup>nd</sup> of October instead of the 10<sup>th</sup> as more time was needed to organize things.
- c. Two flu clinics will be held in Town. One flu clinic will be held here in Harvard on 10/18/2022 from 9 to 11 AM at the Hildreth House for Adults and Seniors only. A second flu clinic will be held on 10/25/2022 from 3 to 6 PM at the Bromfield School Cafeteria for ages 6 months and up.
- d. The SB License Renewal list is attached and will be coming up for approval in December but we do need you to review it and ask questions and comment on it before December. Also, we highlighted the two Entertainment Licenses that will not be able to be acted on until the Overlay District zoning is passed.



**Select Board Minutes**  
**Thursday, October 27, 2022**  
**9:00am**

**The Select Board Regular Meeting was held virtually in accordance with the Governor's Executive Order Suspending Certain Provisions of the Open Meeting Law, G.L.c.30A. S.20.**

**Select Board participants:**

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

**Town Department attendees:**

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

**State Election Warrant**

Executive Assistant Julie Doucet explained this action item came from the Town Clerk as the warrant must be posted by November 1, 2022. By a roll call vote, McBee – aye, Oliver – aye, Ludwig – aye, Minar – aye, Maiore – aye, the board voted unanimously to approve the state election warrant.

The meeting was adjourned at 9:05am.

**TOWN OF HARVARD**  
**CLIMATE INITIATIVE COMMITTEE SURVEY**

The Town of Harvard's Climate Initiative Committee has set goals and actions for the Town Climate Action Plan. (You can see the Climate Action Plan at: \_\_\_\_\_ ) As part of this work, there is a need for baseline data to measure progress. We are asking residents to assist by answering several questions pertaining to their households. **This information will only be used in aggregate for this purpose.** We'd very much appreciate your response online, or dropped off at one of the following places; Town Hall, Library, General Store, or COA. The survey may also be mailed to Harvard Town Hall, Climate Survey, 13 Ayer Road, Harvard, MA 01451. Any questions, please contact [harvardmaclimate@gmail.com](mailto:harvardmaclimate@gmail.com).

1. Is this Survey being filled out for a home or business? (Circle one)
  
2. How do you heat your home/business?
  - a. Air source heat pump (mini-splits or ducted)
  - b. Ground source heat pump (Geothermal)
  - c. Heating Oil
  - d. Natural Gas
  - e. Propane
  - f. Combination. Please specify
  - g. Other. Please specify \_\_\_\_\_
  
3. How do you cool your home/business?
  - a. Air source heat pump (mini-splits or ducted)
  - b. Central air conditioning unit(s)
  - c. Fans
  - d. Ground source heat pump (Geothermal)
  - e. Window air conditioners
  - f. Other. Please specify \_\_\_\_\_
  
4. Are you considering installation of heat pumps for heating and cooling in the next 12 months?
  - a. Yes
  - b. No
  
5. Are you considering installing solar on your home or purchasing solar through a community solar project in the next 12 months?
  - a. Yes
  - b. No
  
6. Do you own or lease the following?
  - a. How many electric plug-in cars: \_\_\_\_\_
  - b. How many hybrid electric plug-in cars: \_\_\_\_\_
  - c. How many hybrid cars: \_\_\_\_\_
  
7. Are you considering purchasing or leasing an electric plug-in or hybrid electric plug-in car in the next 12 months?
  - a. Yes
  - b. No

**DISCLOSURE BY NON-ELECTED MUNICIPAL EMPLOYEE OF FINANCIAL INTEREST  
AND DETERMINATION BY APPOINTING AUTHORITY  
AS REQUIRED BY G. L. c. 268A, § 19**

<b>MUNICIPAL EMPLOYEE INFORMATION</b>	
Name:	John Lee
Title or Position:	Member of Community Preservation Comm
Municipal Agency:	
Agency Address:	
Office Phone:	
Office E-mail:	
	My duties require me to participate in a particular matter, and I may not participate because of a financial interest that I am disclosing here. I request a determination from my appointing authority about how I should proceed.
	<b>PARTICULAR MATTER</b>
Particular matter <small>E.g., a judicial or other proceeding, application, submission, request for a ruling or other determination, contract, claim, controversy, charge, accusation, arrest, decision, determination, or finding.</small>	Please describe the particular matter. As a trustee of the Harvard Conservation Trust I would be voting on an application for funds that the Conservation Comm. & the Open Space Comm. would use to purchase a Conservation Restriction from the Harvard Conservation Trust.
Your required participation in the particular matter: <small>E.g., approval, disapproval, decision, recommendation, rendering advice, investigation, other.</small>	Please describe the task you are required to perform with respect to the particular matter. Voting to recommend funding applications to Town Meeting
	<b>FINANCIAL INTEREST IN THE PARTICULAR MATTER</b>
Write an X by all that apply.	<input type="checkbox"/> I have a financial interest in the matter. <input type="checkbox"/> My immediate family member has a financial interest in the matter. <input type="checkbox"/> My business partner has a financial interest in the matter. <input checked="" type="checkbox"/> I am an officer, director, trustee, partner or employee of a business organization, and the business organization has a financial interest in the matter. <input type="checkbox"/> I am negotiating or have made an arrangement concerning future employment with a person or organization, and the person or organization has a financial interest in the matter.

2022 OCT 25 PM 2:06

Financial interest in the matter	Please explain the financial interest and include a dollar amount if you know it. The Harvard Conservation Trust would be selling a Conservation Restriction to the Town.
Employee signature:	<i>John Doe</i>
Date:	10/25/22

**DETERMINATION BY APPOINTING OFFICIAL**

APPOINTING AUTHORITY INFORMATION	
Name of Appointing Authority:	
Title or Position:	
Agency/Department:	
Agency Address:	
Office Phone:	
Office E-mail	
DETERMINATION	
Determination by appointing authority:	As appointing official, as required by G.L. c. 268A, § 19, I have reviewed the particular matter and the financial interest identified above by a municipal employee. I have determined that the financial interest is not so substantial as to be deemed likely to affect the integrity of the services which the municipality may expect from the employee.
Appointing Authority signature:	
Date:	
Comment:	

Attach additional pages if necessary.

The appointing authority shall keep this Disclosure and Determination as a public record.



**From:** Jared Mullane <jmullane@harvard-ma.gov>  
**Sent:** Wednesday, October 12, 2022 3:08 PM  
**To:** Tim Bragan <tbragan@harvard-ma.gov>; Marie Sobalvarro <msobalvarro@harvard-ma.gov>  
**Subject:** Online Tax Payments

Hi Tim/Marie,

I'd like to increase awareness for citizens to pay their tax bills online. Online payments significantly increase efficiency for Lindsay/Amanda. They receive a file to be uploaded into Munis rather than batching checks which takes time and can lead to human error.

On the bill it says you can pay online but it is rather small and Kelley and Ryan said there is no way to highlight it or make it bigger. UniBank will provide an insert with a QR code that directs them to our website to pay their bills. This will cost ~\$200. I'd like to see if this has any impact on our online payments. Does the SB have to approve this insert since we're just bringing more awareness to a feature that is already offered? If yes, what are the steps of getting it on a future agenda?

Jared Mullane  
Finance Director/Town Accountant  
13 Ayer Road  
Harvard, MA 01451  
(T) (978) 456-4100 x320  
(F) (978) 456-4113

# 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:** April 19, 2018 updated Oct 2022

---

### Applicant Information:

**Name:** Rich Marcello

**Address:** 24 cove drive

**Home/Work Phone** #5083313467

**Mobile Phone#** 5083313467

**Email Address:** rmarcello01451@gmail.com

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

Harvard Cultural Council / Harvard Climate Initiative 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:  
Planning Board

**Do you have any time restrictions?**

YES

NO

No I

**Are you a registered voter?**

YES

NO

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

Novelist

**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'm a novelist, poet, and musician.

Received by Town of Harvard

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