

Town of Harvard 2018 Annual Town Report

Columbia Pictures filming
of "Little Women" in the town center



2018

Annual Reports
of the
Town Officers
of the
Town of Harvard



For the year ending
December 31, 2018

*In Loving Memory of Harvard's Friends,
Families, Officials and Neighbors*

Patricia Gray Piccirillo

Kenneth W. Nygren

George Henry Cote, Jr.

Robert N. Storme

Stanley Casemer Jaksina

Kathleen E. Klier

Jian Wu

Joan Cobb (aka Sister Joan Marie Cobb)

Xi Ren

John Phillips

David P. Rouleau

Rolf P. McClellan

Justin Joseph Ruenheck

Judith Feltus

Chrysa L. Prestia Gulati

Janet Teresko

David L. Fair

Jim Henshaw

Joan Kelleher

Joyce D. Socha

Joanne J. Lowry (Joslin)

Marie Esselstyn

John A. Rossetti

Sarah Rebecca Shives

TABLE OF CONTENTS

Town Offices

Elected Officials	1
Appointed Officials	2

General Government

Select Board	6
Board of Assessors	13
Community Cable Access Committee	15
Community Preservation Committee	17
Devens Enterprise Commission	19
Energy Advisory Committee	19
Historical Commission	21
Park & Recreation Commission	22
Planning Board	24
War Monument Restoration Committee	28
Zoning Board of Appeals	30

Protection of Persons and Property

Ambulance Service	32
Fire Department	34
Police Department	40

Education

Superintendent of Schools	48
Bromfield School	50
Hildreth Elementary School	54
School Committee	56
Pupil Services	58
Community Education	60
School Nurse	61
Montachusett Regional Technical School	62

Library and the Arts

Librarian	64
Library Trustees	66

Health and Human Services

Board of Health	69
Nashoba Associated Board of Health	71
Council on Aging	75
Elderly & Disabled Taxation Aid Committee	77
Veterans' Services	77

Public Works

Public Works Director	78
Cemetery Commission	80

Environmental Protection

Bare Hill Pond Watershed Management	81
Conservation Commission	83

Town Meeting and Election Results

	87
--	----

Town Records

Office of Town Clerk:	179
Births, Marriages, Deaths, Fees, Licenses	

Inspectional Services:	182
Building, Plumbing, Gas, Electrical	

Department of Finance

Financial Reports:	183
Cash Recap, Receipts, Payments, Balance Sheets, School Financial Statements	
Treasurer Trust Funds Report	193
Employee Earnings Report	194

ELECTED OFFICIALS

LIBRARY TRUSTEES

(3 years) (6)

MARY ABIGAIL COOLIDGE, Chair
CHARLES F. REDINGER
DAVIDA J. BAGATELLE
MARTHA GREEN
STACIE GREEN
JENNIFER MANELL

2020
2020
2021
2019
2019
2021

SELECT BOARD

(3 years) (5)

LUCY B. WALLACE, Chair
ALICE VON LOESECKE
RICH MAIORE
KARA MCGUIRE MINAR
STUART SKLAR

2021
2019
2020
2020
2019

SCHOOL COMMITTEE

(3 years) (5)

MARY FRANCES TRAPHAGEN, Chair
JOHN RUARK
JONATHAN K. GREEN
SHANNON MOLLOY
SUSANMARY REDINGER

2021
2020
2019
2021
2020

MODERATOR

(yearly)

BILL BARTON

2019

WARNER FREE LECTURE SOCIETY

(3 years) (6)

LISA FOLEY, Chair
JEFFREY BOUDREAU
vacant
SHEILA SIMOLLARDES
SHANNON MOLLOY
PATRICIA JENNINGS

2020
2021
2021
2019
2020
2019



APPOINTED TOWN OFFICIALS

AGRICULTURAL ADVISORY COMMITTEE

KERRI GREEN, Chair	(3 years) (5) 2021
ROBERT TRAVER	2019
FRANKLYN CARLSON	2021
NICOLE SCHMIDT	2020
PETER BASILE	2020
JOHN REITMAN, alternate	(yearly)
LAURA MCGOVERN, alternate	(yearly)
vacant, alternate	(yearly)

AMBULANCE SERVICE (Volunteer Service)

STEVEN BECKMAN	(yearly)
MADELINE BECKMAN	
SOPHIE BECKMAN	
DIANE BISHOP	
ZACHARY CLEMENTS	
KATE CONNORS	
JASON COTTING	
ROBERT CURRAN	
TESSA CURTIN	
KUSH DAS	
FELICIA DIPETRO	
EVE DOUGLAS	
JANIS DYER	
HANNAH EGAN	
JUSTIN FELDSTEIN	
JULIA FOLEY	
AMY GOTHORPE	
LEILA GRANT	
VINCENT GROVE	
ADAM HUGHES	
OLIVIA HUGHES	
KYLE INTO	
CELESTE KEEP	
ALLAN KUONG	
CHRIS LANDRY	
LINDSEY TALMAGE	
KATIE LOVELUCK	
HEATHER LOWRY	
CYNTHIA MAHONEY	
LIAM MAKOSKY	
LINDA MARA	
SAGE MCFARLAND	
CHRIS MITCHELL	
JUDY MITCHELL	
RUTH MYLES	
MAT NITTMAN	
OLIVIA NOYES	
KILEY NYGREN	
GEORGE ORSULA	
DEAN OVERMILLER	
ANDREW PERRY	
PISAL SAMVIT	
WILLIAM STEVENSON	
CLAUDIA STEWARD	
RAIYA SULIMAN	
REGINA TODD	
TOM TONGE	
TAYLOR TRACEY	
JULIO VALLADARES	
PILAR VELLANTE	

AMBULANCE continued

TANIA WARD
KATHY WAUGH
LUKE WHARTON
KATHY WILLIAMS
SAMANTHA WILLIAMS
ROB WILLIAMS
BEN WILMOT
KATHERINE WORDEN

ANIMAL INSPECTOR/CONTROL OFFICER

PAUL WILLARD	(yearly)
ANN BAMFORD, Assistant & Poundkeeper	

BARE HILL POND WATERSHED MANAGEMENT COMMITTEE

BRUCE LEICHER, Chair	(3 years) (7) 2021
PETER VON LOESECKE	2021
BRIAN MCCLAIN	2019
KUMAR ASHWINI	2019
MEGAN GLEW	2020
STEVE GORDON	2020
1 vacancy	
1 student member vacancy	

BOARD OF ASSESSORS

RICHARD MAIORE, Chair	(3 years) (3) 2019
DEBORAH GEORGE	DEC.2018
1 vacancy	

BOARD OF HEALTH

LIBBY LEVISON, Chair	(3 years) (3) 2019
SHARON MCCARTHY	2021
THOMAS PHILIPPOU	2020

BROADBAND COMMITTEE (2020)

NOYAN KINAYMAN, Chair	(2 years) (7)
RICHARD JENSON	
JIM DOWSON	
MATTHEW CAULFIELD	
OLIVIER BEAUCHEMIN	
2 vacancies	

BURIAL OFFICER

EDWARD DENMARK, Police Chief	(yearly)
------------------------------	----------

CAPITAL PLANNING & INVESTMENT COMMITTEE

SUPERINTENDENT, LINDA DWIGHT	(3 years) (8)
TOWN ADMINISTRATOR, TIM BRAGAN	
FINANCE DIRECTOR, LORI BOLASEVICH	
FINANCE COMMITTEE, JOHN SEELEY	
SCHOOL COMMITTEE, SUSANMARY REDINGER	
SELECT BOARD, ALICE VON LOESECKE	
NATHAN FINCH, CITIZEN AT LARGE	2020
TERESA JARDON, CITIZEN AT LARGE	2021

CEMETERY COMMISSION

BRUCE DOLIMOUNT, Chair	(3 years) (3)
JOHN LEE	
TED MAXANT	

APPOINTED TOWN OFFICIALS

COMMUNITY CABLE ACCESS COMMITTEE

BILL JOHNSON, Chair	(3 years) (5)
AMY BASSAGE	2019
NICK BROWSE	2021
CHRIS JONES	2020
HAKAN SAHIN	2021
ANYA ZULWANIK, Station Manager	2020
	(yearly)

COMMUNITY PRESERVATION COMMITTEE

(4 appointed for 3 years/5 appointed by boards for 1 year) (3 years)

DIDI CHADRAN, Chair	2019
JOHN LEE	2020
JOHN WALKER	2021
ELIZABETH WILLIAMS	2020
ERIN MCBEE, appt. Planning Board	yearly
JOANNE WARD, appt. Conservation Comm	yearly
DOUG THORNTON, appt. Park & Rec	yearly
PAM MARSTON, appt. Historical Commission	yearly
FRAN NICKERSON, Municipal Affordable Housing Tr.	yearly

CONSERVATION COMMISSION

DONALD RITCHIE, Chair	(3 years) (7)
JIM BURNS	2019
MARK SHAW	2020
JOANNE WARD	2020
MARGARET SISSON	2021
PAUL WILLARD	2019
JANET WALDRON	2021
vacant, associate member	2020
	(yearly)

COUNCIL ON AGING

ELIZABETH WILLIAMS, Chair	(3 years) (9)
FRANCES MAIORE	2021
BRUCE DOLIMOUNT	2019
CARL SCIPLE	2020
VICTORIA HAYAO	2020
CAROL TONGE	2019
CATHY WALKER	2020
DEBORAH THOMSON	2019
GUY OLIVIA	2021
CONNIE LARRABEE, Alternate	2021
DEBBIE THOMPSON, Senior Services Director	(yearly)
LISA ROSEN, Administrative Assistant	(yearly)
PETE DUMOUNT, Program Coordinator	(yearly)
MARIA HOLLAND, Outreach Coordinators	(yearly)
CHARLOTTE WINCHELL, Outreach Coordinator	(yearly)

CULTURAL COUNCIL

LUCILLE CLERKIN (2) Co - Chair	(3 years) (9)
ANNE BUTTERFIELD Co-Chair (1)	2021
CATINA HAYDEN (2)	2020
MAREN CAULFIELD (2)	2019
FAITH CROSS (1)	2021
RICHARD MARCELLO (1)	2021
DAVE MCLELLAN(1)	2021
ROXANNE DALEO (1)	2019
JEFFREY BOUDREAU (1)	2020

DEVENS ENTERPRISE COMMISSION

DUNCAN CHAPMAN	TBD
JAMES DEZUTTER	TBD
RUTH SILMAN, Appeals Designee	(yearly)
ERIC STOLTZFUS, Alternate member	(yearly)

DEER MANAGEMENT

Sub-Committee of the Conservation Commission

ROBERT DOUGLAS, Chair
PAUL WILLARD, Con Com Rep.
TOM COTTON, Harvard Cons. Trust Rep.
JASON COLE & BEN URQUHART

ELDERLY & DISABLED TAXATION AID COMMITTEE

AMY HALEY, TREASURER/COLLECTOR	(yearly)
DEBBIE THOMPSON, COA Director	
BARBARA KEMP	2019
ANN TAYLOR	2019
MARIE SOBALVARRO	2019

ELECTION OFFICIALS

DEMOCRATIC

DENNIS BRADLEY
ABBE ALPERT
AUDREY BALL
JOSEPH SCHMIDT
MEG BAGDONAS
BARBARA KEMP
DEBBIE KAEGBEIN
MARGE DARBY
SYDNEY BLACKWELL
MARC SEVIGNY

REPUBLICAN

MARY JARVIS
JANET U. WILHELM
BECKY GORDON
NANCY CRONIN
FRANCES MAIORE
JAMES DE ZUTTER
STEVEN CRONIN
CAROL LEE TONGE
PETER WARREN
BOB HUGHES

UNENROLLED

SUSAN REEDICH
STEVE NIGZUS
CARY BROWSE
LISA DAGDIGIAN
TOM GARFIELD

ELM COMMISSION

BILL CALDERWOOD, Chair	(2 years)
MATTHEW SHEILDS	2020
MARIO CARDENAS	2019
vacant	2020
J.C. FERGUSON, Tree Warden	2019
	(yearly)

EMERGENCY PROGRAM DIRECTOR

RICHARD SICARD, Fire Chief	(yearly)
----------------------------	----------

ENERGY ADVISORY COMMITTEE

BRIAN SMITH, Chair	(yearly)
DAVID FAY	
ERIC BROADBENT	
CHRIS ROY	
ELLEN LEICHER	
FORREST HODGKINS	
PAUL GREEN, Associate member	
vacant, associate member	
vacant, Student member	

FENCE VIEWERS

RON RICCI, MARIE SOBALVARRO, KEN SWANTON

FIELD DRIVER

EDWARD DENMARK, Police Chief

APPOINTED TOWN OFFICIALS

FINANCE COMMITTEE

DON LUDWIG, Chair	2020
JOHN SEELEY	2021
JENNIFER FINCH	2021
CHARLES OLIVER	2019
MARK BUELL	2019
RICHARD FELLOWS	2020
BRUCE NICKERSON	2020
SIKO SIKOCHI Associate member	(yearly)
RAYMOND MARCHICA, Associate member	(yearly)

FINANCE DEPARTMENT

LORI BOLASEVICH, Finance Director	
CATHERINE BOWEN, Accounting Clerk	(yearly)
AMY HALEY, Treasurer/Tax Collector	(yearly)
LINDSAY AMES, Assistant Treasurer/Tax Collector	(yearly)
CAROL DEARBORN, Assistant Assessor	(yearly)
PAMELA MARK, Receptionist	(yearly)

FIRE DEPARTMENT

RICHARD SICARD, Fire Chief/Forest Fire Warden	(yearly)
---	----------

FOURTH OF JULY COMMITTEE

ANNE HENTZ, Chair	(yearly)
SHANNON KINAYMAN	

HARBORMASTER

BOB O'SHEA	(yearly)
------------	----------

HARVARD DEVENS JURISDICTION COMMITTEE (Ad-Hoc)

VICTOR NORMAND, Chair	
GEORGE GLAZIER, Devens Resident	
HEATHER KNOWLES, Devens Resident	
ERIN MCBEE, Planning Board Rep.	
KARA MINAR, Select Board Rep.	
LUCY WALLACE, Select Board Rep.	
TIMOTHY MYLLYKANGAS	
SUSANMARY REDINGER	
PAUL GREEN	

HAZARDOUS WASTE COORDINATOR

RICHARD SICARD, Fire Chief	(yearly)
----------------------------	----------

HISTORICAL COMMISSION

PAMELA MARSTON, Chair	(3 years) (7)
GEORGE TRIANTARIS	2020
EMANUEL LINDO (AIA)	2019
DAVID VANNICOLA	2021
STEVE NIGZUS (BD OF REALTORS)	2021
ARON CLARKE	2019
RICHARD CABELUS(Pl. Bd.)	2020
2 alternate vacancies	(yearly)

HOUSING @ HILDRETH HOUSE COMM.

RICK MAIORE, Chair	(Ad-Hoc)
HENRY FITEK	
CARL SCIPLE	
LUCY WALLACE	
VICTOR NORMAND	
PABLO CARBONELL	
FRANCES NICKERSON	

INSPECTIONAL SERVICES

GABRIEL VELLANTE, Building Commissioner/Zoning Officer	(yearly)
ROLAND BERNIER, Alternate Building Inspector	
JAMES BAKUN, Plumbing and Gas Inspector	
ROBERT FRIEDRICH, Alternate Plumbing and Gas	
DAVID WOODSUM, Wiring Inspector	
PHILIP HORGAN, Alternate Wiring Inspector	
RICHARD SICARD, Gas and Fuel Storage Inspector	

KEEPER OF THE LOCKUP

EDWARD DENMARK	(yearly)
----------------	----------

LAND STEWARDSHIP COMMITTEE

Sub-Committee of the Conservation Commission	
WENDY SISSON, Chair, Con Com Rep.	2019
PAM DURRANT	2020
ROBERT BENSON	2020
BRIAN MCCLAIN	2020
CARL SCIPLE	2021
JIM BURNS	2019

LIBRARY DEPARTMENT

MARY WILSON, Director	(yearly)
AUDREY ALENSON	
LISA GAGNON	
JENNIFER MACMILLAN	
KRISTEN BOLDUC	
MEGAN MEDVIDOFSKY	
CONSTANCE MCCORMACK	
JILL HAYES	
ABIGAIL KINGSBURY	
SUSAN ANDREWS	
JENNIFER HOLMES	
CELESTE KOZLOWSKI	
CATHERINE CHAISSON	

MART ADVISORY BOARD

TIM BRAGAN	(yearly)
------------	----------

MBTA ADVISORY COMMITTEE

*vacant	(yearly)
---------	----------

MINUTEMAN HOME CORP. REP.

PAM FREDERICK	(yearly)
---------------	----------

MONT. REGIONAL PLANNING COM.

Planning Board appointee	(yearly)
Select Board. appointee	

MONT. VOC. TECH. REP.

AMY MORTON	(yearly)
------------	----------

MUNICIPAL AFFORDABLE HOUSING TRUST

ALICE VON LOESECKE, Chair	(2 years) (7)
PAUL CHIOU	2019
MICHAEL BARTON	2019
FRANCES NICKERSON	2019
3 vacancies	

MUNICIPAL VULNERABILITY

PREPARDNESS COMMITTEE	(Ad-Hoc)
------------------------------	----------

Sub-Committee of the Energy Advisory Committee

CHRIS RYAN, Community & Economic Development Dir.	
KARA MINAR, Select Board Rep.	
SHARON MCCARTHY, Board of Health Rep.	
ERIC BROADBENT, Energy Adv. Com. Member	
KERRI GREEN, Agricultural Advisory Com. Rep.	
JUSTIN BROWN, Planning Board Rep.	

OLD LIBRARY ACCESSIBILITY COMMITTEE

Sub-Committee of the Select Board	(Ad-Hoc)
--	----------

LUCY WALLACE	
WENDY COTE-MAGAN	
MARK MIKITARIAN	
CHRIS CUTLER	
KEN SWANTON	
PETER JACKSON	

APPOINTED TOWN OFFICIALS

PARK & RECREATION COMMISSION	(3 years) (5)	PLANNING BOARD	(3 years) (5)
DOUG THORNTON, Chair	2021	ERIN MCBEE, Chair	2020
ROBERT OSHEA	2019	JUSTIN BROWN	2019
JOSEPH REYNOLDS	2021	STACIA DONAHUE	2021
STEVEN VICTORSON	2020	FRANCES NICKERSON	2021
vacancy	2020	R. JARRETT RUSHMORE	2020
		vacant, Associate	
PERMANENT BUILDING COMMITTEE	(3 years) (7)	REGISTRARS OF VOTERS	(3 years) (4)
CINDY RUSSO, Chair	2020	MARLENE KENNEY, Town Clerk	
PABLO CARBONELL	2021	vacancy	2020
COREY DUFRESNE	2021	BARBARA WEISS	2019
RICHARD MAIORE	2019	NANCY REIFENSTEIN	2021
STEVE MOESER	2020		
CARL SCIPLE	2019		
vacancy		SELECTMEN'S OFFICE	
		TIMOTHY BRAGAN, Town Administrator	
PERSONNEL BOARD	(3 years) (5)	MARIE SOBALVARRO	(yearly)
VICTOR NORMAND, Chair	2020	Assistnat Town Administrator/Human Resource Director	
DON LUDWIG, Fin Com Rep.	2019	JULIE DOUCET, Executive Assistant	(yearly)
STU SKLAR, Select Board Rep.	2019		
DIANA HARTE	2019	SEWER & WATER COMMISSION	(3 years) (3)
LIZ ALLARD, Employee Rep.	(yearly)	CINDY RUSSO, Chair	2019
		RICHARD MAIORE	2020
		KYLE HEDRICK	2021
POLICE DEPARTMENT		TOWN COUNSEL	
EDWARD DENMARK, Chief / Communications Director		MARK LANZA	(yearly)
JAMES BABU, Sergeant			
PATRICIA NATOLI, Administrative Assistant	(yearly)	TOWN CUSTODIAN	
PATRICIA ROUVEL, Administrative Assistant	(yearly)	ED STOFFEL	(yearly)
POLICE OFFICERS		TRANSFER STATION COMMITTEE	(Ad-Hoc)
Terms: (Officers - 3 yrs if >5 yrs or < 5 - yearly)		THOMAS PHILIPPOU, Board of Health Rep., Chair	
SCOTT HUGHES	(yearly)	LIBBY LEVISON, Board of Health Rep.	
DANIELE FORTUNADO	(yearly)	TIM KILHART, DPW Director	
CHARLES GENETTI	(yearly)	STUART SKLAR, Select Board Rep.	
TIMOTHY SCHAEFFER	(yearly)	RICH MAIORE, Select Board Rep.	
TIMOTHY MINER	(yearly)		
MATTHEW CALLAHAN	2021	VETERANS' SERVICES AGENT	(yearly)
		MIKE DETILLION	
RESERVE POLICE OFFICERS	(yearly)	WAR MONUMENT RESTORATION COMM.	(Ad-Hoc)
NATHAN BOWOLICK		JON SCHOENBERG, Chair	
JOHN DRISTILARIS		DAVID VANNICOLA	
EDWARD COFFIN		JOHN LEE	
NIKKI FAHLBECK		PATRICIA JENNINGS	
JASON SMITH		STEVEN CRONIN	
JOHN COATES		TIMOTHY SCHMOYER	
CARLTON FORD		STU SKLAR, Select Board Rep.	
PUBLIC WORKS DEPARTMENT		ZONING BOARD OF APPEALS	(3 years) (3)
TIMOTHY KILHART, DPW Director	(yearly)	CHRISTOPHER TRACEY, Chair	2021
RONALD GILBERT, Foreman		STEVE MOESER	2020
RYAN AMMESMAKI		TED MAXANT	2019
NICKOLAS AMMESMAKI		<i>Associates</i>	(yearly)
BENJAMIN GILBERT		MICHAEL LAWTON	
LARRY ALLARD		ORVILLE DODSON	
ANDREW BERNHARDT		495 METROWEST PARTNERSHIP REP.	(yearly)
CRAIG TILIKKALA		DUNCAN CHAPMAN	
SAM STACY			
JOSEPH MILLER			
ROBERT TREMBLAY, Mechanic			
ALFRED COZZOLINO, Transfer Station			
PAT PESA, Transfer Station			

GENERAL GOVERNMENT

SELECT BOARD

Voters at the 2018 spring town elections re-elected Lucy Wallace to the Select Board. At its annual organizational meeting, the Board elected Lucy Wallace Chair, Alice von Loesecke Vice Chair and Kara Minar Clerk. Ken Swanton submitted his resignation in July Ken Swanton resigned from the Board in anticipation of moving out of Harvard. Rich Maiore was elected to fill this vacancy at the November state and town elections.

Board Goals and Strategic Plan

In June the Board held its annual strategic planning and goal setting session. The following five elements with accompanying actions were identified, members of the Board were assigned to be responsible for advancing them, and a proposed schedule for accomplishment was developed. As noted in the Introduction to the “Select Board Strategic Plan – FY 19,” the Plan, while an annual undertaking by the Board, was now a requirement of the Harvard Charter which had been adopted in the spring of 2018. The Select Board acknowledges that many of the actions articulate in the Plan could take multiple years to accomplish.

The five major elements of the FY19 Strategic Plan are:

1. Adopt a vision, drawn from 2016 Master Plan, to be used to guide policies, planning initiatives, and budgetary decisions.
2. Implement the Charter, particularly with respect to the Select Board’s role and new responsibilities.
3. Seek opportunities to address the Town’s fiscal stability.
4. Manage the Town’s physical assets
5. Implement the 2016 Master Plan

Adopting a Vision

The vision adopted by the Select Board was based on that articulated in the 2016 Master Plan, which was drawn from community forums held as part of the master planning process. Not surprisingly, this vision was similar to community vision statements set forth in the previous two master plans (1988 and 2002). The Board’s vision was as follows:

“Recognizing the townpeoples’ strong sense of community and place, the Select Board’s guiding vision is:

- to retain and enhance the town’s natural, historical, and cultural resources
- to maintain the Town Center as the civic, institutional and cultural heart of the community
- to maintain the town’s long-term financial stability
- to address the town’s future relationship with Devens”

In addition to using the vision as a guide for actions taken during the year, the Board was mindful of the tasks assigned to it in the 2016 Master Plan which it sought to address over the course of the year.

Implementing the Charter

A New Role for the Select Board: The Charter changed the responsibilities to the Board, often broadening them. For example, the Charter abolished several elected board positions, changing them to appointments by the Select Board. The only elected positions beside the Select Board are School Committee, Moderator,

GENERAL GOVERNMENT

Trustees of the Harvard Public Library, and Trustees of the Warner Free Lecture. Having all other town boards and committees appointed will add to and consolidate management responsibilities of the Select Board. Another change was the shifting of hiring town employees from the Select Board to the Town Administrator, with the exception of Department heads who are still appointed by the Board.

Refined Budgeting: A major change under the Charter is the charging of the Select Board to develop, in consultation with the Finance Committee, and present to the Annual Town Meeting the annual operating budget. Because the fiscal year does not track with the calendar year and the timing on Annual Town Meeting, budgets for the next fiscal year are begun in the fall of the previous calendar year. For example, the FY19 budget development began in the fall of 2017. For FY20, the budget process began in the fall of 2018. Anticipating a shift in responsibility for budget development under the Charter, in 2017 the Town Administrator proposed developing the FY19 budget by a schedule that would enable the Select Board to meet its new budgetary responsibilities. As a result, we believe the budgeting process, which is briefly described as follows, has actually been improved. As was customary, the budget season kicked off in October with the “All Boards, Committees and Department Heads” meeting at which time the process and schedule was presented. Budgets would be due in early December and circulated to the Select Board and Finance Committee for review and questions. Questions would then be sent to the respective boards/committees and departments, and answers returned by early January, followed by committee/board and department meetings with the Board and Finance Committee in January. The budget would be finalized in mid-March; Annual Town Meeting to follow in early May.

New Positions: The Charter authorized the creation of two long-standing needed positions, Facilities Manager and Director of Community and Economic Development, both of which would be appointed by the Town Administrator.

Facilities Manager: The Charter allowed for this position to be combined with Building Commissioner. At the recommendation of the Town Administrator, this combined position was approved and ranked by the Personnel Board, and posted. While there have been several candidate responses, as of the close of 2018 no interviews of potential candidates had been set up. It is anticipated that this person would be an important resource for not only ongoing and future building maintenance projects, but also for the Permanent Building Committee (formed in April 2018) which was charged with overseeing major municipal facilities construction projects. It is anticipated that this position will be filled in 2019.

Director of Community and Economic Development: Over the summer a search was conducted and in September Christopher Ryan was appointed to this position. He has become a vital resource not only to the Planning Board but also several Select Board subcommittees, such as the Housing @ Hildreth House Committee and Harvard-Devens Jurisdiction Committee. Working with DPW Director Tim Kilhart, Chris has pursued and received several grants under the Safe Streets and MRPC/Department of Transportation programs to improve traffic and pedestrian safety in the Town Center and along Ayer Road in the C District.

GENERAL GOVERNMENT

Addressing the Town's Fiscal Stability



CoA board member Frances Maiore and Select Board Chair Lucy Wallace hard at work making pies for the Apple Blossom Festival.

Retaining our seniors: The municipal services required for a senior population are relatively minimal, especially compared to families with school-aged children. Therefore, one way to manage fiscal stability is to provide adequate housing for seniors for downsize. To this end the Select Board formed the Housing @ Hildreth House Committee to develop a proposal for senior housing on portions of the Hildreth House and Fire Department parcels. A proposal was developed for a 17-unit development and taken to the 2107 fall Special Town Hildreth House and Fire Department parcels for approval. It did not pass because the Fire Department wanted to hold its land in reserve for potential expansion of the Station. The Hildreth House Committee, however, has continued to pursue a possible project using only the Hildreth House parcel. A traffic study done in conjunction with assessment of the current Fire Station demonstrated that the additional housing, along with an expanded Hildreth House senior center would not impact the Fire Department's functioning on its current site.

A second major concern of seniors is rising taxes. Over the past few years Stu Sklar had investigated mechanisms adopted in other towns to provide tax relief for income eligible seniors, particularly a program adopted by Home Rule Petition in Sudbury in 2012. Stu drafted a Home Rule Petition for the Board which was presented to and approved by the 2018 Annual Town Meeting. It was passed by the state legislature and signed into law by the Governor at the end of December.

The Future Relationship with Devens: Devens lies within roughly 20% of the town's political boundary. The 1994 Devens Reuse Plan, adopted by Ayer, Harvard and Shirley, informed the state's intensive effort led by MassDevelopment to convert the Army base into a regional economic engine which today is a great success. This largely commercial-industrial area, along with its considerable open space and recreation lands and limited housing, may offer a potential opportunity to balance Harvard's largely residential profile and put the town in a more sustainable position. At the 2017 Town Elections the voters endorsed the development of a plan to resume jurisdiction of Harvard's lands within Devens and in June 2018 the Select Board approved a charge and appointed the Harvard-Devens Jurisdiction Committee. Comprised of nine members (two Selectman, one Planning Board member, one School Committee member, four residents from Harvard and two residents from Devens), the Committee has met monthly and developed a course of action to implement its charge. It has reached out to MassDevelopment, which is now sending two representatives to the Committee's meetings, and the boards of selectmen of Ayer and Shirley to advise them of our work, particularly to encourage the other two boards to undertake a similar planning effort. Clearly this is the first step in a longer process by the three towns and MassDevelopment to develop a recommendation for Devens' permanent local government by 2032 to present to the state legislature for approval by

GENERAL GOVERNMENT

2033. Whatever the outcome, it will be important to assure a smooth transition to local governance and, therefore, the Committee has met with our state legislators to keep them informed as well.

MassDevelopment continues to contract with Harvard Public Schools to educate the children of Devens residents. A proposed rezoning of Vicksburg Square to allow 300+ residential units could have an impact on our projected school population. MassDevelopment intends to take the requisite zoning amendment to a Super Town Meeting for approval in the late spring of 2019.

Efficient Delivery of Services: The Select Board has undertaken a number of initiatives to improve delivery of service to town residents. One is improving electronic payment of fees, not only with respect to taxes, but also for beach stickers, beach programs, and transfer station on-site special disposal fees. Some of these improvements, such as beach stickers and transfer station disposal fees, are planned to begin in the summer of 2019 by allowing credit card payment of these fees on site. Others, such as the fees for beach programs, are now being run through the town's current electronic payment provider so that they are tracked more efficiently on the town side, thereby reducing multiple steps to enter payments.



A second initiative, also to be initiated in July 2019, is the institution of a SMART (Save Money and Reduce Trash) program. Led by the Board of Health, the town has received a two-year grant from the MA DEP to cover the start-up costs for this program which is designed to encourage more recycling. Commonly referred to as "pay per bag," the annual cost for transfer station stickers will be significantly decreased in return

for users having to purchase specific trash bags, the concept being users pay for the trash they dispose – the less they dispose (as they recycle more), the fewer bags they need to purchase. By the same token, the trash hauling fees paid by the town should decrease. The cost benefit of this program will be tracked for three years before a decision is made to make it permanent.

A final example of improving delivery of service was seeking better electric rates for residents and businesses. For a couple of years and at the suggestion of the Harvard Energy Advisory Committee, the Select Board has been investigating the possibility of purchasing electricity through a community aggregation program. Requests for Qualifications were published and, with the assistance of an energy procurement consultant, the Board entered into an Aggregation Plan with Colonial Power Group, Inc. in July. The goal of this program is to enable all residents and businesses in the town to purchase electricity at a discounted rate. Power will still come over National Grid lines and billed by National Grid. It is designed as an "opt out" program, which means all are enrolled unless they specifically opt out, in which case they would return to purchasing power from National Grid.

Managing Personnel Costs: The successful move of retired teachers to the town's Minuteman Nashoba Health Group in 2018 has enabled the town to realize savings in the provision of health insurance to all of its employees. Special acknowledgement and thanks must be given to Marie Sobalvarro, Assistant Town Administrator/Human Resources Director, for shepherding and assisting the retired teachers in this transition. In another move to manage personnel costs, the Town Administrator retained the services of Human Resources Services, Inc. to review the non-union town employee job descriptions, grading, and pay. At the recommendation of the consultant, several job

GENERAL GOVERNMENT

descriptions were revised to reflect the actual work being performed, and grade and pay brought in line with the median pay range in comparable communities. In addition, the Select Board and Personnel Board adopted the study recommendation to change from automatic annual step increases to COLA supplemented by merit-based increases as determined by the department head. The Board sees this change as a way to both manage overall personnel costs and reward those employees who are performing significantly above expectation.

Capital Investments: While it is the responsibility of the Capital Planning and Investment Committee to do long term planning for major capital improvements, it is incumbent on the Select Board to take a careful, long term look at planned capital improvements for large equipment and major building projects. As in the past, the Select Board continues to work with department heads, particularly the Fire Chief and DPW Director, on planned large equipment purchases. Both departments have developed comprehensive equipment replacement plans which have been and continue to be extremely valuable in planning for these major purchases.



Board members Alice von Loesecke, Stu Sklar and Lucy Wallace having fun with Police Chief Ed Denmark at the annual 4th of July Parade.

Managing the Town's Physical Assets

We are fortunate to have active public and private stewards of our natural, historical and cultural resources as in the form of the Conservation Commission, Historical Commission, and Warner Free Lecture on the public side, and Harvard Conservation Trust and Harvard Historical Society on the private side. For their diligence and care we are truly indebted. It then falls to the Select Board to manage the other major assets: municipal buildings.

Old Library Accessibility: Several years ago the decision was made to repurpose the Old Library as a community cultural center which led to the leasing of the building in 2017 to the Harvard Cultural Collaborative. This repurposing also highlighted the need to provide a fully accessible public entrance to the building, as opposed to the existing handicap entrance through the back door, as well as some minor interior improvements such as to the handicap bathroom and height of outlets. The Old Library Accessibility Committee has worked over the last couple of years with Abacus Architects + Planners to design an accessible entry, which led to the recommendation to restore the historic front entrance as the sole public, fully accessible entry. Funding for construction was approved at the 2018 Annual Town Meeting and bid documents released in late summer. As bids came in over budget, additional funds were approved at the fall Special Town Meeting and a contract entered into with Rinaldi, Inc. in November. Construction began later that month with a goal of completion by late spring of 2019.

In addition to the on-going Old Library project, there are two major building projects and one major repair on the near horizon. The building projects are Phase II of the Hildreth House Renovation and Expansion, and addressing the needs of the Center Fire Station. The major repair is the replacement of the slate roof on the Old

GENERAL GOVERNMENT

Library. To not only plan, but also effectively execute these projects, a Permanent Building Committee (PBC) was created and appointed in 2018. In addition to the regular membership of the Committee, there will be a liaison from the department for the project.

Old Library Roof: Based on estimates obtained from roofing companies that specialize in slate roofs, the Select Board submitted a request to the Capital Planning and Investment Committee for funding to be approved at the 2019 Annual Town Meeting. The PBC will oversee this project which is planned to be begun in 2019. This project carries some urgency as leakage in the roof continues to damage interior walls.

Hildreth House: The 2018 Annual Town Meeting approved funds to retain the services of an architect to revisit and revise the current plans for Phase II, in particular to consider a larger dining/multipurpose room. A Request for Qualifications was drafted with considerable input from the Council on Aging and is expected to be released early in 2019. According to the current Capital Plan, funding for construction should be available in FY21.

Center Fire Station: It has long been a goal of the Fire Chief to have all firefighting equipment located at the Center Fire Station. At the 2018 Annual Town Meeting funding was approved to do an assessment of the current and future space needs of the Fire Department and determine if its current location was adequate to support expected expansion of the building. If the current location proved inadequate, possible alternative sites were to be suggested. A consultant was retained and the first phase of the assessment to be considered was the impact of current and future traffic in and around the “Town Hall campus” evaluated with respect to parking for call firemen and safety with fire engines leaving the site on a call. If the first phase demonstrated traffic was not an issue, the

second phase would evaluate the station itself. If the first phase showed traffic was would be a problem, then the second phase would look at other possible sites. The traffic study was completed over the summer and determined that even with future housing on the Hildreth property and an expanded dining facility at the Hildreth House, the site could still accommodate the Fire Station. The second phase, analysis of the adequacy of the site and building to be enlarged, is expected to be completed over the next several months.

The Unexpected

While every year has the unexpected challenge, 2018 offered two that required significant time of the Town Administrator and Assistant Town Administrator, as well as the Select Board.

Marijuana: With the town electorate’s approval of the 2016 state ballot question to legalize marijuana, the town would be eligible to host a marijuana facility. The Planning Board, having been unsuccessful in having a moratorium adopted by Town Meeting, quickly developed and successfully passed a zoning bylaw to regulate such facilities. Following adoption of the bylaw, two entities came before the Select Board seeking endorsement, as part of the Planning Board approval process. The first, a recreational retail facility was not favorably received and withdrew. The second, a marijuana manufacturing facility proposed by Coil Brothers, was more favorably received and negotiations begun with the Board for a Community Host Agreement. The Agreement was finalized in November. In addition, it received the requisite approvals from Planning Board and Board of Health. Before it can begin operations in Harvard, however, Coil Brothers must secure a license from the Massachusetts Cannabis Control Commission.

GENERAL GOVERNMENT

Hollywood East: The town became the location for two film productions, one a Netflix series and the other a Columbia Pictures film. The latter, *Little Women*, transformed the Town Center into 1800's Concord, building sets between the General Store and Congregational Church, as well as using the Common, Town Hall and old Ambulance Building. In spite of the excitement of watching known actors on filming days, the behind the scenes work negotiating road closures, filming schedules and reimbursement to the town required an extraordinary amount of time on the part of the Tim Bragan and Marie Sobalvarro, as well as Selectman Stu Sklar.



Select Board member Stu Sklar helping at the annual Flea Market.

Town Hall Personnel

We continue to be indebted to the outstanding personnel working in the Town Hall and leading town departments. Marlene Kenney as Town Clerk, who experienced a “baptism by fire” by having to run, with a newly elected Town Moderator, the largest annual town meeting on record and a voter recount following the fall election of a new Representative to Congress. She handled both with grace, humor and amazing efficiency. Tim Kilhart, DPW Director, has proven extremely resourceful in garnering funds for projects while improving the efficiency of his crew. In November, the Board appointed a new Finance Director, Lori Bolasevich, to replace David Nalchajian who had accepted a position in Hopkinton. In the interim between David's resignation and Lori's hiring, Amy Haley, the Town Treasurer, did an outstanding job of covering her office plus some of the Finance Director responsibilities. The Select Board is extremely grateful for the level of professionalism of the Town Hall staff, and, in particular, the Board's staff: Tim Bragan, Town Administrator; Marie Sobalvarro, Assistant Town Administrator/Human Resources Director; and Julie Doucet, Executive Assistant. We also are grateful for the hours of work on the many town boards and committees that citizens contribute each year, as well as the volunteers who staff our Call Fire Department and Ambulance Service. The entire town is indebted to them for their service.

Respectfully submitted,

Lucy B. Wallace, Chair
Alice von Loesecke, Vice Chair
Kara Minar, Clerk
Rich Maiore
Stuart Sklar

GENERAL GOVERNMENT

BOARD OF ASSESSORS

The Board of Assessors is responsible for the valuation of real estate and personal property subject to taxation. Assessed values are based on “full and fair cash value” as of the January 1st preceding each fiscal year. The Registry of Motor Vehicles is responsible for motor vehicle valuations and supplies the data for excise bills.

2018 saw several changes in the Board of Assessors and staff. Debra M. George is thanked for her years of service on the Board. We welcomed Carol Dearborn as our Assistant Assessor.

As always, if you have questions regarding any assessing issues, please feel free to contact Carol Dearborn, Assistant Assessor at 978-456-4100 x315 or by email at assessingdept@harvard.ma.us. Office hours are Monday – Thursday 8:00AM to 4:30PM The Board normally meets at 1:00 PM on the second Tuesday of the month. Additional information is available through the town website.

Respectfully submitted by the
Board of Assessors:

Richard F. Maiore, Chairman

Carol Dearborn, Assistant Assessor

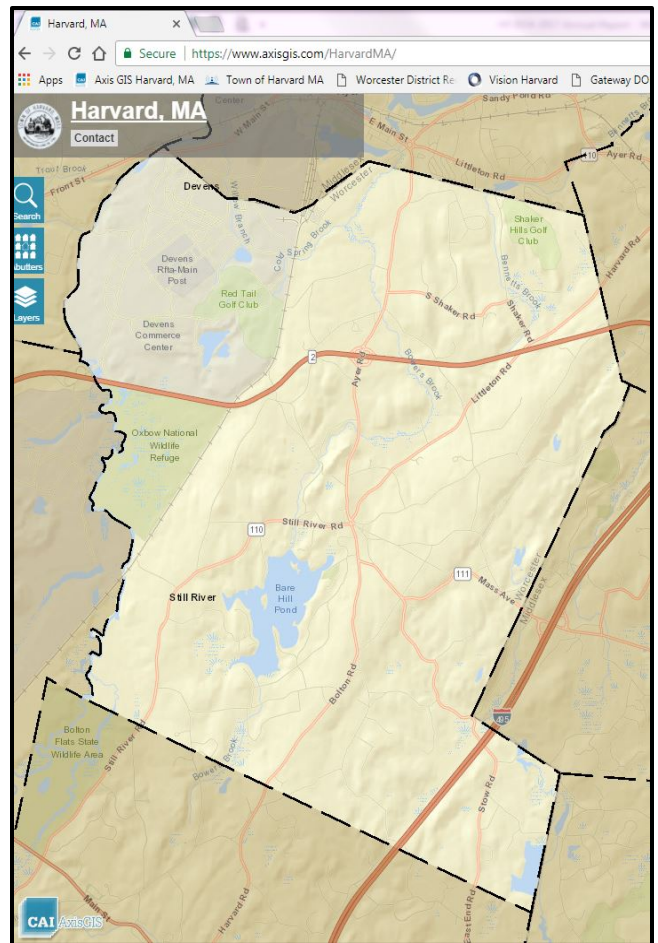
Regional Resource Group (RRG) Staff:

Harald M. Scheid, Regional Tax Assessor

David Manzello, Regional Tax Assessor

Michael J. Saltsman, Associate Regional
Tax Assessor

Did you know that our GIS Tax Maps are online for your use? They can be accessed through the link on the town website or directly at <https://www.axisgis.com/HarvardMA/>



GENERAL GOVERNMENT

Fiscal Year 2018 Abstract of Assessments

<u>Property Class Code/Description</u>	<u>Accts</u>	<u>Class Valuation</u>	<u>Avg. Value</u>
012 – 043 Mixed Use Properties	10	2,272,900	227,290
101 Residential Single Family	1,690	1,063,271,380	629,155
102 Residential Condominiums	128	35,596,300	278,096
104 Residential Two Family	19	13,306,800	700,358
105 Residential Three Family	2	905,500	452,750
Miscellaneous Residential	25	20,107,700	804,308
111 – 125 Apartments	4	5,657,600	1,414,400
130 – 132, 106 Vacant Land	248	21,287,600	85,837
300 – 393 Commercial	50	32,187,200	643,744
400 – 452 Industrial	15	2,490,500	166,033
501 – 550 Personal Property	64	14,750,009	230,469
600 – 821 Chapter 61, 61A, 61B	163	3,494,100	21,436
TOTALS	2,418	1,216,914,789	

Fiscal 2018 Assessments and Revenues by Major Property Class

<u>Property Class</u>	<u>Levy Percent</u>	<u>Valuation by Class</u>	<u>Tax Rate</u>	<u>Tax Levy</u>
Residential	95.5207	1,162,405,780	17.15	19,935,259.13
Open Space	-0-	-0-	17.15	-0-
Commercial	3.0625	37,268,500	17.15	639,154.78
Industrial	0.2047	2,490,500	17.15	42,712.08
Personal Property	1.2121	14,750,009	17.15	279,960.43
TOTALS	100.0000	1,216,914,789	17.15	20,870,088.64

Valuation and Tax History

<u>Fiscal Year</u>	<u>Tax Rate</u>	<u>Total Valuation</u>	<u>Accounts</u>	<u>Tax Levy</u>	<u>Change</u>
2018	17.15	1,216,914,789	2418	20,870,088.64	5.10%
2017	18.10	1,097,141,087	2421	19,858,253.68	1.74%
2016	18.05	1,081,403,326	2428	19,519,330.04	3.21%
2015	17.79	1,063,093,393	2424	18,912,431.46	4.39%
2014	17.09	1,060,081,431	2428	18,116,791.66	2.79%

New Growth Revenue

<u>Fiscal Year</u>	<u>Added Valuation</u>	<u>Tax Rate</u>	<u>New Revenues</u>	<u>Change</u>
2018	8,773,736	18.10	158,805	18.71%
2017	7,411,618	18.05	133,779	16.10%
2016	8,962,922	17.79	159,451	-17.83%
2015	11,355,179	17.09	194,060	61.03%
2014	7,225,126	16.68	120,515	-20.41%

GENERAL GOVERNMENT

COMMUNITY CABLE ACCESS COMMITTEE

This year has been another incredibly productive one for HCTV, as we successfully accomplished all of the aggressive 2018 goals we set four years ago in our 10-year strategic plan. On the technology side, we simplified and improved the ability of groups using upper Town Hall to self-record their meetings and presentations. Several committees and organizations that we have trained have already taken advantage of this. We also extended the green screen area in the studio to the ceiling and floor to enable full-immersion superposition of actors onto computer-generated backgrounds. Students have been having a lot of fun creating videos with this new capability! And HCTV's first comprehensive digital archival system has been implemented to preserve our rich and ever growing collection of recordings. But our primary focus has been on expanding local content production, bringing new shows and events to the Harvard community through cable broadcast, and through HCTV's streaming website (<http://www.harvardcabletv.com>). ***In 2018, we posted 170 locally-produced videos on our website;*** in the preceding three years (2015-2017), our combined production total was but 100 shows!!

HCTV expanded its offerings during this year to make it easy for everyone to find something they can enjoy, including kids' programs, sports, music and coverage of local events. HCTV recorded three music concerts which were a part of the Harvard Music Festival run by the Harvard Cultural Collaborative. The station continues to record Arm in Arm events, and Concert in the Clubhouse was recorded for the Harvard Historical Society. For the first time, the Veterans Day celebration was recorded by Hristina Tasheva and Tyler Hill. The 4th of July Parade was televised live in collaboration with Charter Cable. The station also recorded a presentation by Charlie Sennott titled 'The Search for the Honest

Journalism' which was edited by Bromfield graduate, Clara Alexander. Brint Ferguson recorded the Messiah Oratorio, and Judy Wong has continued to record the numerous COA events. Hakan Sahin recorded boys Varsity Soccer games for the first time this year, and we are in our second season of broadcasting both Boys and Girls Varsity Basketball games.

Student and teacher projects with HCTV continue to grow at an exponential rate! We are particularly proud of our new collaboration with the Hildreth Elementary School. Christina Burns brought her class to the studio to record 'The Biography Project' where every student prepared a short story about a famous person, accompanied by costumes and props.



Amy Bassage brought her class to record 'The Poetry Slam' during which each student wrote a poem that got recorded and turned into a wonderful video. Karen Hurley came with her class to record '4th Grade Newsletter' which was shown in the HES lobby. Finally, for the first time, two Social Studies teachers, Sangita Marya and Deborah Walker, brought all their 5th grade classes to record their students' short scripts based on the themes of Kindness, Courage or Friendship. The students then learned how to edit their own videos on their iPads! And at Bromfield, the accredited TV Production course

GENERAL GOVERNMENT

was fully subscribed again, but this time with eighth-graders comprising more than half of the 26 students. It is exciting to see this early interest in videography, as it affords these students more opportunities to develop their skills and realize their creative potential.

HCTV strives to support the new initiatives that take place in the Town. In the same way that it has supported Arm in Arm from its genesis by recording and rebroadcasting its events, HCTV has partnered with the League of Women Voters to capture and stream its many forums, including a new youth quiz show on citizenship topics. HCTV has also helped to promote the Lions Club's community festivals, like the Volksfest this past fall and the upcoming Winterfest gala this coming March. When 3rd grade students first experimented with HES's new 'Innovation Lab', HCTV was there to record and create a short video showing all the steps that the students must follow to create a final design. And spurred by the community's excitement this fall about the filming of "Little Women" at Town Center, and to honor the 150th anniversary of the book's publication, HCTV collaborated with Chris Jones' Public Speaking class to produce a short documentary on the author, Louisa May Alcott.



And new local content production doesn't stop there! HCTV also makes the studio available to the town's residents and employees to create their own shows. One of the first residents to produce her own show is Pat Cooper, who already

recorded four episodes of her series entitled 'It's All Good'. The last episode included two guests, Janet O'Shea and Reilly Fitzsimmons. The first town department to record its own show is the Council on Aging. COA Director Debbie Thompson records Senior Spotlight where she lists all the upcoming activities for seniors.

The biggest challenge that HCTV faces in 2019 is responding to the growth in public interest and involvement in what we are doing. During the 2018 calendar year, our website had just under 2,971 unique users visit us (roughly **double** the 1510 unique users in 2017) for a total of 6100 sessions (again, roughly **double** the 3119 sessions in 2117). Recognizing that our Charter funding is very small to begin with compared to any other town offering the same services, and that it has been flat for the last seven quarters, HCTV is always looking at ways to highly leverage the dollars it does have while looking to identify new revenue sources. We were very fortunate this year to have received financial support for our expanding work with the students from the School

Committee, the Harvard PTO, and the Further Forward Foundation. We also appreciate the contribution of skilled labor and materials by the Harvard Lions to build the green wall expansion in the studio. We look ahead to increased funding from the Schools, support from the Select Board budget for staff benefits, revenues from our first fee-based courses, and additional grants.

The key to HCTV's success in meeting its ambitious goals for technology improvement, school collaboration and rapid expansion in local content production has been the contributions of its professional staff. Led by our Station Manager, Anya Zulawnik, and her right-hand editing/operations person Hristina Tasheva, our crew of part-timers includes residents Bill Blackwell, Brint Ferguson, and Judy Wong, as well as a few very smart and very capable

GENERAL GOVERNMENT

Bromfield interns. We thank them for their dedication and accomplishments.

We want to particularly recognize the impactful work of retiring HCTV contributors Mitch Norcross and Steve Adrian. Mitch served on the Harvard Community Cable Access Committee for 9 years, including 2 ½ years as its Chair. He personally introduced the HCTV's first broadcast scheduling system, and both created and managed HCTV's first website. We thank Steve Adrian for his contributions over the past 6 years to help us build our Bromfield studio, to help us manage HCTV as committee member and chair, and to help us bring new programming to our viewers as our retiring station operations person. We wish both Mitch and Steve the best.

Respectfully submitted,

Bill Johnson, Chair/Treasurer
Hakan Sahin, Vice-Chair
Nick Browse, Secretary
Amy Bassage
Chris Jones

COMMUNITY PRESERVATION COMMITTEE

With the enactment of the Community Preservation Act (CPA) in 2000, the Commonwealth of Massachusetts established a trust fund that would match up to 100% of dollars collected via a property tax surcharge of up to 3% by towns which adopted the terms of the act. Accepted uses of the funds include the acquisition and restoration of Open Space and Recreation assets, the development and support of Affordable Community Housing, and Historic Preservation initiatives; a minimum of 10% of each year's new funds must go to each of the three areas.

The Town of Harvard adopted the Act provisions in 2001, voting a surcharge of 1.1%. Between its inception and the end of fiscal 2015, Harvard has raised approximately \$4.0 million under the program, including more than \$2.4 million raised locally. Unfortunately, the Commonwealth's fund, financed by fees collected at Registries of Deeds statewide, continued to decline from FY2017 to FY2019. Steady growth in the number of participating communities – which now includes 172 communities, including Boston, Somerville, and nine other municipalities – exacerbates the situation for Harvard. Harvard has seen its State match decline by nearly half over time, from 29.7% to as low as 15%. The State match for FY2018 would have fallen below that level, to 13.8%, but for lobbying by the non-profit Community Preservation Coalition to secure an extra \$10 million in funding for CPA from the State's budget surplus. With this additional funding infusion, the current State match level totals 19%.

Despite various efforts in the State House to address the growing shortfalls in the CPA funding mechanism, they remain little changed to this day.

Activities of the Community Preservation Committee

At the 2018 Annual Town Meeting, the Committee voted to recommend CPA funding for a total of five projects. The approved projects for FY19 were:

- \$26,000 from Fiscal 2019 Community Preservation Fund historic reserves to the Town Clerk for the preservation of historic town documents,
- \$26,000 from Fiscal 2019 Community Preservation Fund unspecified reserves, to be expended by the Conservation Commission for the purpose of controlling invasive plants on lands acquired with Community Preservation funds,

GENERAL GOVERNMENT

- \$26,000 from Fiscal 2018 Community Preservation Fund unspecified reserves to the Community Preservation Committee Affordable Housing Reserves
- \$51,000 from the Fiscal 2019 Community Preservation Fund unspecified reserves for payment of debt for the renovation of Town Hall
- \$2,500 from Fiscal 2018 Community Preservation Fund unspecified reserves, to be expended by the Harvard Community Preservation Committee for administrative expenses

The aggregated total funding for these projects was \$131,500.

FY2020 Applications

During 2018, the CPC received ten applications for consideration for FY2020 funding, as listed below:

- \$100,000 from the Select Board for the restoration of the Old Library roof,
- \$10,000 from the Parks & Recreation Committee for the replacement of trees along Pond Road,
- \$15,000 from the Parks & Recreation Committee for the installation of a self-service boat rental kiosk at Bare Hill Pond,
- \$25,635 from the Town Administrator for the preservation of historic town documents,
- \$46,268 from the Affordable Housing Trust to transfer to its fund,
- \$3,200,000 from the Bromfield School Turf Project for the installation of an artificial turf sports field on Pond Road,
- \$125,000 from the Bromfield School Turf Project for the reseeding and improvement of the athletic field in front of the Harvard Public Library and The Bromfield School,
- \$200,000 from the Conservation Commission to transfer to its fund,
- \$89,200 from the Historical Commission for the continuation of restoration work on the Bromfield Stone Wall,
-

- \$2,500 from the Community Preservation Committee for administrative fees,

As with fiscal year 2019, the CPC needs to consider its obligation to service the \$1 million bond for Town Hall historic renovation under Warrant Article 18 of the April 28, 2012 Annual Town Meeting, which the town voted to approve. To meet this obligation, the CPC submitted a warrant article to recommend payment of \$51,000 from unspecified reserves to service the bond for Town Hall historic renovation.

The recommendations of the CPC will be included in the 2019 Annual Town Meeting Finance Committee Report Recommendations and Warrant Articles.

Finally, the CPC continued to extend invitations to peer town committees and organizations to participate in our monthly meetings to share their multi-year visions with us. By initiating these conversations, the CPC seeks to increase transparency, break out of our committee “silo,” and manage CPA monies more strategically, instead of simply reacting to the slate of applications we receive each Fall. We plan to continue these conversations, as well as to collaborate more proactively with Harvard’s Finance Committee and Capital Planning and Investment Committee.

Respectfully submitted,
Didi Chadran, Elected, Chairman
John Lee, Elected, Treasurer
Beth Williams, Elected, Secretary
John Mark Walker, Elected
Erin McBee, Planning Board Representative
Pam Marston, Historical Commission Representative
Joanne Ward, Conservation Commission Representative
Fran Nickerson, Municipal Affordable Housing Trust Representative
Doug Thornton, Park & Recreation Commission

GENERAL GOVERNMENT

DEVENS ENTERPRISE COMMISSION

The Devens Enterprise Commission (DEC) is a regulatory and permit-granting authority for the Devens Regional Enterprise Zone.

A full copy of the DEC 2018 Annual Report can be found at:

<http://www.devensec.com/meetings.html> under Annual Reports 2018.

Respectfully submitted by Harvard's DEC Commissioners:

James E. DeZutter
III, (Alternate)

Duncan Chapman

ENERGY ADVISORY COMMITTEE

The purpose of the Harvard Energy Advisory Committee (HEAC) is to:

- Advise town officials on energy related issues to improve energy efficiency, improve energy-use policies and practices and reduce town energy consumption and costs.
- Engage community on energy conservation, environmental impact and sustainability policies and practices.

HEAC 2018 Highlights:

- Continued the long-term identification and implementation of energy savings opportunities to meet goal to reduce energy use by 20% (from FY09) as part of the DOER Green Community program. FY18 usage is down 11% vs. FY09.
- Updated Town energy usage and costs for electricity, heating oil, natural gas and vehicle fuel using the MassEnergyInsight software. Graph below shows energy usage since FY07.

Energy Reduction Projects

HEAC completed the projects under the 2017 Green Community Grant:

- Bromfield School - Classroom LED Lighting Retrofit – successfully completed the largest Town energy-reduction project executed under a Green Community grant.
- Bromfield / Public Library – Energy Monitoring & software license
- Bromfield School – Building Controls Programming
- Bromfield School – Weatherization

Other Projects/Initiatives

- Community Choice Aggregation - for Community electric supply; selected a broker, Colonial Power Group. An aggregation plan was submitted to the MA Department of Public Utilities for approval.
- HeatSmart Mass (DOER/CEC) - Harvard, in partnership with Bolton, executed a program to facilitate the implementation of efficient heating and cooling technologies for residents, resulting in the installation of 32 air-source and 12 ground-source heat pumps.
- Municipal Vulnerability Preparedness (MVP) Program - Harvard received a \$35K grant in June 2018 to conduct a community-wide assessment of significant vulnerabilities and risks from the impacts of climate change. The state-sponsored Municipal Vulnerability Preparedness (MVP) program provides communities with technical support, climate change data and planning tools to identify hazards to infrastructure, public safety and health, and to other critical resources, as well as to develop resilience strategies. An MVP subcommittee of HEAC, was created to execute the assessment.

GENERAL GOVERNMENT

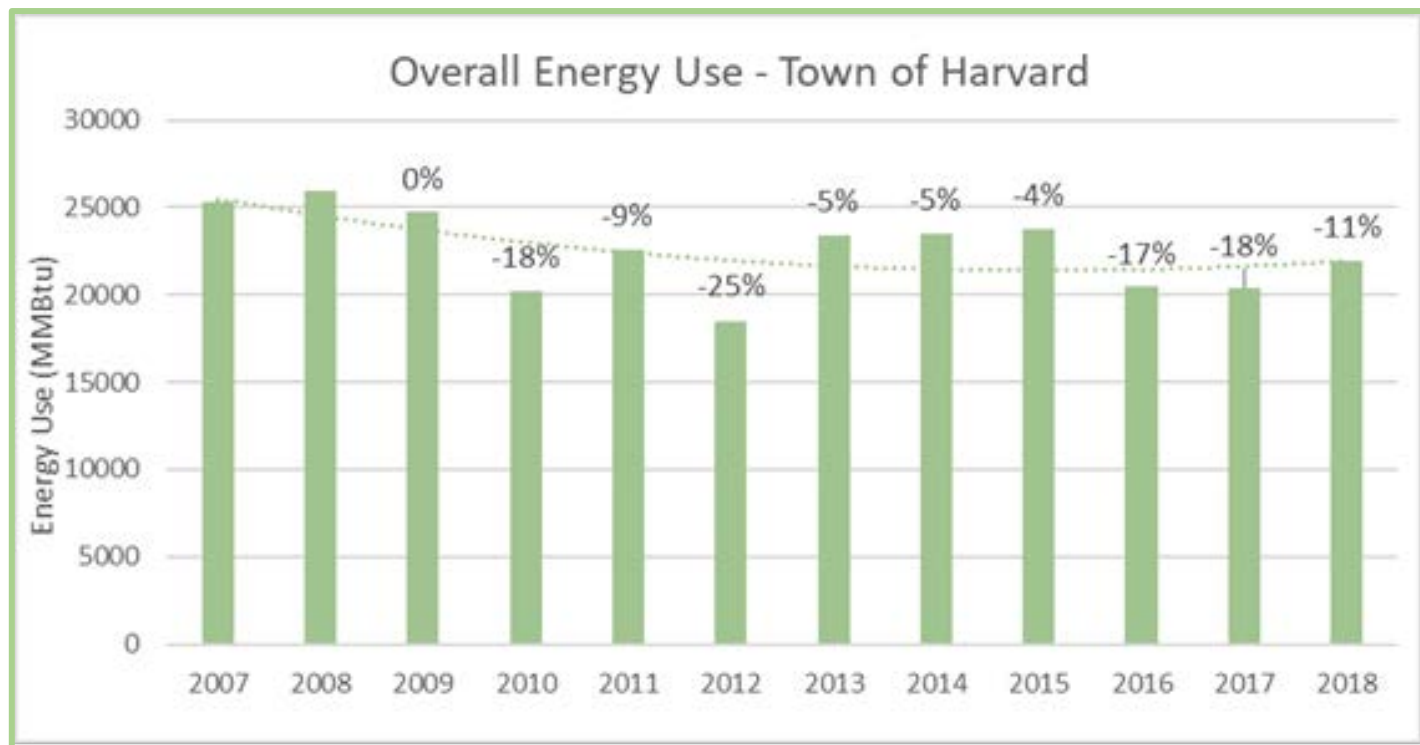
- Town Energy Policy – HEAC established a subcommittee to understand the views of
- Harvard citizens around energy use and impact on global climate change and then propose a policy and action plan to execute the policy.

The Town of Harvard's success in meeting our goals for improving energy efficiency, reducing energy use and engaging the community relies on the participation of all who play a role in town government and operations. HEAC appreciates the efforts of all who have supported the projects and initiatives noted above. Please contact the Selectman's office or a member of HEAC to find out how you can become involved and ensure we achieve our goals.

Respectfully submitted,

Members: Brian Smith – Chair
Eric Broadbent -Vice Chair
David Fay
Chris Roy
Paul Green,
Forrest Hodgkins,
Associate Member: Ellen Sachs-Leicher

David, Eric, Brian and Forrest celebrated 10 years of service from the creation of HEAC in 2008 to 2018. We appreciate their service and commitment!



GENERAL GOVERNMENT

HISTORICAL COMMISSION

The Commission has had a very busy year with three municipal building projects. The first is the redesign of the Old Library access in order to conform to ADA rules; second is the building of the new elementary school and third, completing another section of the Bromfield Wall.



The Commission worked with the Old Library Access Committee to design an appropriate walkway and entry to the Old Library, with the School Building Committee to design the new Elementary School and with S&R Campos to complete more of the Bromfield wall.



The town planner wrote a grant for the project “*Complete Streets*” which addresses the issue of sidewalks in the center of town. He met with the commission to receive our input and advice.

The WW I Memorial was refurbished with funding from a grant and other funds raised privately. On November 11, 2018 at 11 am, Veterans’ Day celebrations were held at the memorial which celebrated the 100th year of the end of WWI.

Residents were active with renovations as well: one rebuilt a fence damaged by a snowstorm and another repaired a driveway, stonewall and patio. Several reroofed their houses or garages, several repainted their houses, one resident installed solar panels on his barn roof and added a deck off the back of the house. Another replaced several doors and windows as a result of a kitchen redesign.



There were some membership changes on the commission: Ben Guthro, former chair, resigned from the Commission as did Daria Swanton, as she was moving out of town. The Commission welcomed a new member, Richard Cabelus, appointed by the Planning Board.

GENERAL GOVERNMENT

In other matters, several commissioners attended a presentation by Doug Harris, the deputy preservation officer for the Narragansett Indian Tribal Preservation Office who discussed indigenous stone landscapes located in Harvard.

The Cemetery Commission repaired and reset a number of tombstones in the Center Cemetery.

Representatives of *Historic New England* and Robert Adam, a preservationist working at 204 West Bare Hill Road, requested that the town Select Board approve a preservation restriction agreement with the owners and the *Preservation of New England Antiquities*, for that property to protect the property in perpetuity. This is the second property in Harvard to have such a preservation restriction.

The Commission was asked to write a letter of support to refurbish the former Army hospital at Devens. The organization *Clear Path for Veterans of New England* will manage offices there to support veterans in Central MA.

Commissioners:

Pam Marston (chair)
David Vannicola (Vice Chair)
George Triantaris (Secretary)
Manny Lindo
Steve Nigzus
Aron Clarke
Richard Cabelus

PARK AND RECREATION COMMISSION

Charged with the direction of town park and recreational activities, the Parks and Recreation Commission is made up of five members appointed to staggered three year terms. The commission oversees the organization and direction of the Town's summer and winter recreational programs, maintenance of the Common, the Town Beach and the playing fields, and the hiring of lifeguards and other safety personnel. Anyone seeking to post a sign on the Common must first gain the permission of the Parks and Recreation Committee.

The Commission is accountable for the oversight of the town's common lands, in addition to the beach and boat ramp areas at Bare Hill Pond. The commission also has responsibility for the town's recreational programs including the scheduling of fields for Harvard Athletic Association programs and the administration of the programs managed by Parks and Recreation directly – Ski Club, the spring Youth Track clinic and the Beach/Pond Programs. These programs are funded through revenue generated by registration fees and other usage fees such as Beach Parking Stickers, Canoe/Kayak Storage, Mooring/Slip Storage and Boat Launching Fees and Field Usage Fees.

Last year we moved all registration over to the town UniPay payment system. This year we plan to enjoy the benefits of having all revenue in one spot. This year we also plan to focus on our newly created Fields Planning/Operations subcommittee, the small common restoration project, the beach budget and implementing our canoe/kayak kiosk assuming the CPC grant is approved at town meeting.

GENERAL GOVERNMENT

Fields and Commons:

In October, 2018 the Parks & Recreation Commission voted unanimously to create a subcommittee to explore the usage patterns, capacity, scheduling and maintenance of the Town's athletic fields in order to identify potential improvements in management, availability and planning.

The 2016 Open Space & Recreation Plan (OSRP), in which Goal 7 identified and set forth the need to maintain, expand and improve playing fields, and further specified objectives to a.) Improve field maintenance; and to b) Develop more fields to allow rotation and prevent overuse; nevertheless the 2016 OSRP identified no existing public lands for their "recreational potential" as future playing fields.

Given the Park and Recreation Commission's responsibility to manage and regulate the use of the Town's playing fields, the Athletic Field Planning Subcommittee is charged to 1) document the current condition of all athletic fields under its jurisdiction, 2) establish a comprehensive capacity analysis and plan, 3) assess the usage frequency, duration, # of episodes and amount of traffic on fields (i.e. scheduling vis-à-vis all leagues, sports, users, and schools), 4) inventory status quo features of athletic fields, including accessibility, parking, drainage, lighting, etc., 5) set out roles and responsibilities with regard to jurisdiction, governance, maintenance, and use/scheduling of athletic fields, 6) identify potential source funding for the maintenance of fields, 7) investigate the prospective use of Devens playing fields and 8) issue a final, public report to the Select Board and Parks & Recreation Commission with options and recommendations with regard to the above.

Demand for usage of town fields and green spaces remained strong this year. In addition to Bromfield, representatives from Harvard Baseball, Harvard Soccer, Harvard Ultimate and Harvard Athletic Association continued to cooperate with the commission. Other field coordination activities and events included The Harvard Lions Club Triathlon, the Long Board Competition, and the use of the Common for various bike events. And a movie set. The Parks and Recreation event form must be completed and approved prior to an event occurring on the Common. For large events we usually have an event coordinator come to a Parks and Rec meeting to discuss their event; we continue to expect this so we can review issues such as hours, duration, noise, light and rubbish.

Beach Operations:

Beach Director, Alexandra Luck completed another year as Beach Director. Beach staffing was a mix of returning and new lifeguards. Finding qualified guards is likely to be a critical issue again this year as lifeguard wages across the state continue to rise. We will work on improvements to the beach program in our ongoing effort to provide a safe and enjoyable experience for all town beachgoers.

There were several fishing tournaments held on the pond this year, starting in the Spring before the beach resumed operations. There continues to be an ongoing issue with vehicles with trailers in tow that park across parking spaces or alongside Pond Rd. BHRA continues to use the beach area in the spring and fall with a learn to row program in the summer. The Parks and Recreation event form must be completed and approved prior to an event occurring on the beach.

Respectfully submitted,
Doug Thornton - Chairperson
Steve Victorson, Secretary
Robert O'Shea – Beach Liaison
Joseph Reynolds – Field Liaison

GENERAL GOVERNMENT

PLANNING BOARD

Introduction

The Planning Board seeks to preserve and protect the character of Harvard and works to advance important community projects that address significant needs. The Board works collaboratively with the Selectmen and other local boards and committees and seeks to engage the public in a variety of community planning initiatives to help Harvard grow in a sustainable manner as expressed in the 2016 Master Plan and other policy documents.

Development Activity

Development activity increased during the past year. In 2018, the Planning Board endorsed ten (10) Approval Not Required (ANR) plans; issued six (6) Special Permits, three of which were for the development of new single-family lots and included Driveway Site Plan Approvals. The Board issued the first and only Special Permit for a Marijuana Establishment in late 2018, along with Site Plan Approval. This permit was issued to Coil Brothers, Inc., who plans to open a Cannabis Oil Extraction Facility on Ayer Road. The two remaining Special Permits were issued to existing wireless communications providers for continued use of existing cell towers and the upgrade of the existing equipment. Only one Scenic Road Consent was issued in 2018, which was in association with one of the above-mentioned Special Permits.

2016 Master Plan Implementation

With the completion of the Master Plan in 2016, the Board has moved to implement its recommendations in the Plan and to coordinate action by others. The Board reached out to other committees to remind them of their tasks and offered to provide assistance as they might require.

The following action items from the Master Plan that the Board is primarily responsible for were started or implemented in 2018:

- Make Town Planner position a full-time employee of the Town
- Replace or modify the existing Open Space Conservation-Planned Residential Development (ODC-PRD) bylaw with the State's new Natural Resource Protection model to remove barriers that restrict its utility. The Board continues to work on revising the ODC-PRD bylaw, and hopes to present a revision to Town Meeting in the spring or fall of 2019.
- Continue to implement the Town Center Action Plan and the 2016 update prepared by MRPC
- Improve sidewalk connectivity in the Town Center
- Work with MRPC to obtain funding for safety and aesthetic improvements to Ayer Road
- Create a Department of Community & Economic Development overseen by the Town Planner
- Amend Zoning Bylaw to provide for agricultural-related business. The Board began working with the Agricultural Committee to promote agri-tourism in Town, and has been working on a bylaw to allow appropriate revenue-generating activities. This initiative is currently on hold at the request of the Agricultural Committee in order to allow the State to adopt statewide regulations in this area. Based on these new regulations, the Town may not need to further its efforts in this area.

GENERAL GOVERNMENT

Transportation Planning and Programming

Transportation issues continue to be a focus for the Board. Members participate in the Ayer Road Traffic Group to develop recommendations with improving safety and minimizing congestion. The Board worked closely with the Department of Public Works (DPW) Director to join the Complete Streets program of Mass Department of Transportation in order to continue to work on pedestrian and roadway improvements in the Town Center. The Director of Community & Economic Development (who also serves as the town planner, Christopher Ryan) has also worked with the DPW Director, Planning Board, Board of Selectmen, and the Department of Public Works to qualify Ayer Road improvements for funding through the regional Transportation Improvement Program (TIP) coordinated by the MRPC. The Complete Streets and MassWorks Programs provide opportunities for the Town to continue to work on pedestrian roadway, and bicycle facility improvements in the Town Center as recommended by the Town Center Transportation Committee, which issued a report and recommendations in 2016. The Board also conducted a survey to assess the interest in creating a commuter shuttle to a local rail station. Staff continues to research the establishment of a shuttle to a commuter rail station and a park and ride lot in conjunction with MRPC as a resource.



Zoning Amendments

At the May 5, 2018 Annual Town Meeting, Town meeting considered four (4) Protective Bylaw zoning amendments and approved two (2) of the four (4) as follows:

1. Approved Article 33 which was to amend the Protective Bylaw 125-2, Definitions, 125-14G, Medical Marijuana Treatment Center, and 125-21, Permitted Uses in the AR District by adding a definition for a Marijuana Establishment, replacing
2. Medical Marijuana Treatment Center with Marijuana Establishment, and adding a new clause 5 to 125-21, subsection D, Uses by Special Permit Authorized by the Planning Board for Marijuana Cultivation, as amended.
3. Approved Article 34 which was to amend the Protective Bylaw, Chapter 125, by adding a new section 56, Groundwater Protection Overlay District, as amended.
4. Considered Article 35 which was to amend the Protective Bylaw, Chapter 125, by adding a new section 57, Agritourism Overlay District. Article withdrawn by the Planning Board.
5. Considered Article 36, a Citizen Petition to amend the Protective Bylaw, Chapter 125, by making a revision to Section 55 regarding compliance with the Town's Housing Production Plan. Town Meeting voted in the affirmative to refer the article for consideration by the Planning Board. The Planning Board voted unanimously that it did not support the Article.

GENERAL GOVERNMENT

At the October 22, 2018 Special Town Meeting amendments to Chapter 125, the Protective Bylaw, of the Code of the Town of Harvard, brought the Bylaw into conformity with the Harvard Charter approved at the May 8, 2018 Annual Town Election.

Housing

The Board, through its staff, is continuing to research the merits of having the Town join the MAGIC Housing Consortium. The MAGIC Housing Consortium is an organization that includes the towns of Bolton, Boxborough, Hudson, Littleton, Stow and Bolton; performs housing advisory services; assists with maintaining a database of all of affordable housing; assesses the levels of compliance; and responds to other affordable housing questions and issues that emerge. The consortium is assisted by a housing consulting firm, Metrowest Collaborative Development, that assists the consortium and its member communities perform those tasks.



Other housing initiatives include the Director working with the Housing @ Hildreth House Committee to move a new proposal forward for consideration, inclusion of multiple housing type options for the ODC-PRD bylaw amendments, and review of the Commercial (C) district and the

Ayer Road Village Special Permit mixed-use elements for additional housing opportunities.

Staffing and Board Members

Annual Town Meeting approved funding for the establishment of a permanent Town Planner., however the acceptance of the Town Charter established the position of Director of Community & Economic Development, which would serve as the Town Planner. New hire Christopher J. Ryan, an AICP certified planner, was hired in October.

Mr. Ryan was charged with providing services to the Planning Board and the Municipal Vulnerability Preparedness (MVP) Committee, along with other boards and committees as needed. He also provides staff supervision of the Land Use Administrator/Conservation Agent, Liz Allard and Board of Health Administrator Allison Flynn.

Mr. Ryan was tasked to work on economic development and community development projects, including housing initiatives; short-range and long-range municipal planning, and other projects such as transportation planning. Through December of 2018, Mr. Ryan has worked with the Harvard-Devens Jurisdiction Committee on outreach initiatives; the MVP Committee on a agricultural survey and identifying stakeholders; the Planning Board on a number of Protective Bylaw draft amendments; various boards on looking into joining the MAGIC Housing Consortium; attended regional meetings of MRPC and the 495 Metrowest Collaborative; the DPW Director on Transportation Improvement Program and other transportation projects; conducted economic development outreach to numerous contacts; and held discussions with the design and construction team for the new Hildreth Elementary School.

Through June of 2018, Bill Scanlan continued to provide planning services to the Board and the Town, advising the Planning Board and other boards and committees on various land use issues.

GENERAL GOVERNMENT

During the year, Bill coordinated the work of the Ayer Road traffic group, assisted the Housing at Hildreth Housing Committee, participated with the Harvard-Devens Jurisdiction Committee, drafted regulatory and bylaw changes; reviewed site plans and other development proposals; drafted decisions; offered technical advice to other town committees; and assisted in the implementation of the Master Plan.

Liz Allard continues to serve as the Land Use Administrator, handling all administrative matters for the Planning Board, Conservation Commission, and Zoning Board of Appeals. Ms. Allard also serves as the Conservation Agent for the Town reviewing wetlands applications and conducting compliance inspections. The Planning Board would also like to express its sincere thanks and appreciation to Liz for this exemplary service to the Town and Planning Board.

Erin McBee continued her role as chair of the Board in 2018, along with Rich Maiore as vice chair. Rich Maiore ran for Select Board and won this past year, leaving a vacancy on the Board which was filled by the Alternate member, Jarrett Rushmore. The Board had an opening for the Alternate Member slot which may be filled in mid-January. Michelle Catalina served in her role on the Board until the spring time election, when she opted not to run for an additional term on the Board. Her seat on the Board was replaced by an equally detail orientated individual, Justin Brown. Members Fran Nickerson and Stacia Donahue continued to serve the Board during 2018. In early 2018, Jarrett Rushmore joined the Board as the associate member. With pressing work commitments of the other Board members, Mr. Rushmore, as an associate member, has had an opportunity to take part in the Special Permit application process since joining the Board.

Members serve as representatives on a number of other town and regional committees. Chair Erin McBee serves as the Board's representative on the Community Preservation Committee, is involved in Town Center circulation planning, joint meetings of the Land Use Boards and the Harvard-Devens Jurisdiction Committee. Rich Maiore served on the Ayer Road Traffic Group and is Chair of the Commercial Design Review Board, Fran Nickerson is of the liaison to the Municipal Affordable Housing Trust and serves as a member on the Housing at Hildreth House Committee, which has the charge of building

senior housing adjacent to the Hildreth House. Stacia Donahue serves as the Board's delegate to the Montachusett Regional Planning Commission. Justin Brown serves as the Planning representative on the Municipal Vulnerability Preparedness Committee.

The Board typically meets the first and third Monday of the month at the Harvard Town Hall. It may be reached in the Land Use office on the first floor of Town Hall, 13 Ayer Road, by calling 978-456-4100 ext. 323, or by email to cryan@harvard.ma.us. Office hours are Monday - Thursday 8:00 am-4:30 pm.

Respectfully submitted:

Erin McBee, Chair
Rich Maiore, Vice Chair
(Through December 2018)
Michelle Catalina (Through May 2018)
Justin Brown
R. Jarrett Rushmore
Fran Nickerson
Stacia Donahue
Christopher Ryan, Director of Community and
Economic Development
Liz Allard,
Land Use Administrator/Conservation Agent
William Scanlan, Town Planner

GENERAL GOVERNMENT

WAR MONUMENT RESTORATION COMMITTEE

Formed in 2016 by the Board of Selectmen, the War Monument Restoration Committee is charged with restoring, replacing, refurbishing, or creating monuments to honor those citizens of Harvard that served our country from the Spanish-American War to the present.

The committee began its work by assessing the condition and researching the history of war monuments throughout town. With the 100th anniversary of the Armistice in 2018, the committee focused its efforts over the past two years on the WWI memorial restoration with a goal of its rededication on Veterans Day 2018. The committee wrote a successful grant from the National Centennial Commission 100 Cities—100 Memorials and Pritzgar Military Museum that resulted in the award of a \$2,000 grant to the town in 2017. The grant's terms and conditions required matching donations which the committee more than raised from numerous private donations and significant contributions from Harvard Helps, the Harvard Fire Department, and from two movie studios recently filming in town.

The November 2017 Special Town Meeting vote to approve \$20,000 for the memorial's restoration enabled the committee to proceed with our plans to replace the original, crumbling cast concrete sections with granite to improve upon its durability and appearance while retaining the originators' design and intent to honor the 64 town WWI veterans and one killed in action.

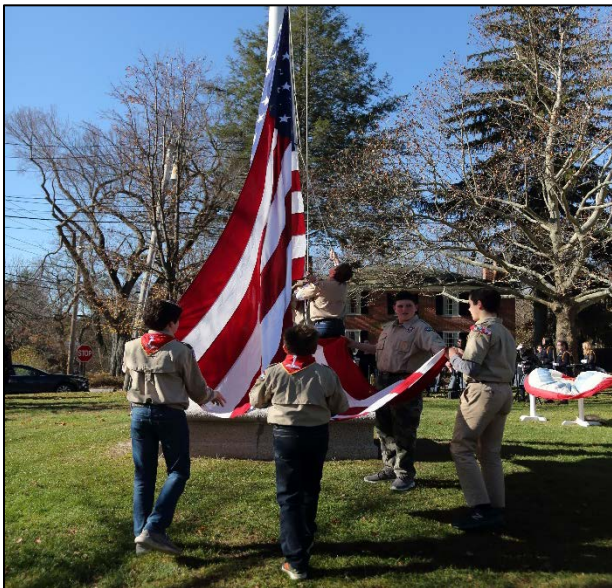
The committee executed our restoration plans, providing technical information for the town to request and evaluate quotes for granite installation. The committee managed the various contractors and volunteers to complete the restoration on time and within budget.

Reginoni-Zoll Memorials' restored the original bronze plaques and original base of the memorial, as well as acquired and installed the granite sections. The 50' flag pole was scraped and repainted by DM Crossman & Sons with the assistance of the Harvard Fire Department. A total of \$25,263 was spent on the memorial's restoration.



GENERAL GOVERNMENT

The committee planned and hosted the WWI memorial rededication on November 11, 2018 at 11:00am, attended by more than 150 residents. Attendees were provided with red paper poppies created by students of Bromfield teacher Kathleen Doherty along with programs stamped with the town's seal. Patriotic music was played by members of the Nashoba Valley Concert Band and from the St. Benedict Center Band. Bromfield senior Phoebe Clark sang the national anthem as scouts from Harvard Boy Scout Troop 1 raised an outsized flag on loan from American Legion Post 119.



Following the invocation by Rev. Ed Koonz, MAJ David King, US Army retired and chair of the Fort Devens Museum delivered a tribute to Private Enoch Thomas. Paul C. Roberts delivered a personal remembrance of his grandfather and Harvard WWI veteran Paul B. Roberts. State Senator Jamie Eldridge and Representative Jennifer Benson read the names of all 64 known WWI town veterans.

Bromfield students Dylan Ashe and Liam Wang read poems written during the war, and Rev. Jill Cowie offered a benediction to complete the ceremony.



The committee completed its 2018 business by initiating plans to replace the original WWII monument that stood on Town Common from 1944 until the late 1970's. Made of wood that succumbed to the elements, the original monument held the names of approximately 132 veterans. The committee received and is considering a site design from the Harvard Garden Club and is researching various historical records to complete the list of veterans for a monument replacement. Those efforts, along with further site planning and application for grants, will be the main focus of our work in 2019.

Respectfully submitted,

WMRC Committee Members:

Jon Schoenberg (Chair)

John Lee

Pat Jennings

Steve Cronin

Dave Vannicola

Stu Sklar

GENERAL GOVERNMENT

ZONING BOARD OF APPEALS

The Zoning Board of Appeals (ZBA) is composed of a three members serving staggered three-year terms, with three alternates that are appointed yearly by vote of the majority of the Selectmen. The ZBA is a quasi-judicial body that operates under the authority of Chapter 40A of Massachusetts General Laws (M.G.L.) and the Code of the Town of Harvard, Chapter 125 Protective (Zoning) Bylaw for the purpose of promoting health, safety, convenience and general welfare of the Town of Harvard.

The ZBA has authority in the following matters:

It can issue Special Permits for various uses and purposes including, but not limited to, Pre-Existing Lots/Structures/Uses, Access for the Physically Handicapped, Conversion for Multiple Residence, Conversion of Seasonal Residence, Institutional Uses, Off Sites Uses, Accessory Apartment Use, and Permitted Uses in the AR Districts.

It reviews and decides upon requests for variances submitted to the Board by applicants who want an exemption to the Protective (Zoning) Bylaw, Chapter 125, in order to use their land and any existing structures on the land in a particular way.

If anyone that is aggrieved by a decision of the Building Commissioner/Zoning Enforcement Officer they may appeal that decision to this Board for a hearing and adjudication of the dispute.

Anyone wishing to construct affordable housing in the Town must come before this Board and request a comprehensive permit as provided for under Chapter 40B of the M.G.L.

The year 2018 was a busy one for the Board, who met twelve times over the course of the year on a variety of applications ranging from properties with pre-existing non-conforming structures to a variance to a setback from the lot boundary.

The Board approved Special Permits for the following locations in 2018:

- North End of Depot Road
(Map 7 Parcel 1024)
(125-16E Public Service Corporation; and 125-21C Permitted uses in the AR District)
- 5 Littleton Road
(Chapter 125-3 Non-conforming structures)
- 53 Turner Lane
(125-11 Conversion of seasonal residence)
- 36 Lovers Lane
(Chapter 125-3 Non-conforming structures)
- 3 Still River Depot Road
(Chapter 125-18.1 Accessory apartment use)



The Board had one Variance application in 2018, which was approved and allowed for the construction of a an eight-foot by sixteen-foot deck within the forty-foot setback from the side property line at 110 Littleton Road.

GENERAL GOVERNMENT

Activity surrounding Comprehensive Permits (Chapter 40B) was minimal in 2018. Craftsman Village Harvard, LLC filed a Comprehensive Permit in early 2018, for the creation of eighteen two-bedroom cottage-style units, consisting of five affordable units, but was stalled until the end of the year while waiting on a determination from the Department of Environmental Protection on whether or not the development would require a public water supply (PWS). In the end, the developer of this property conceded with the PWS and returned to the ZBA with a revised plan that detailed a PWS and the addition of two more units. The development known as Pine Hill

Village along Stow Road spent 2018 finalizing plans for the development with hopes of receiving final plan approval from the Board in 2019.

The membership of the Board remained unchanged in 2018 with Christopher Tracey once again serving as the Chairman. Steve Moeser resumed his role as the Vice Chairman, while Theodore Maxant remained at member status. Associate members Orville Dodson and Michael Lawton continued to serve as well. Land Use Administrator Liz Allard served as the Clerk. Currently there is the available position of Associate member; anyone interested should contact the Land Use Administrator for more information.

The Board typically meets on the second Wednesday of the month. Anyone seeking to make application to the Board or wanting to attend a meeting should check with the ZBA office to confirm the schedule. The Board typically sets aside the fourth Wednesday of the month to hear Comprehensive Permit applications.

The ZBA office is located on the first floor of Town Hall at 13 Ayer Road. We can be reached at 978-456-4100 ext. 321. You may also email us at: lallard@harvard.ma.us

Submitted:

Christopher Tracey, Chairman

Steven Moeser, Vice Chairman

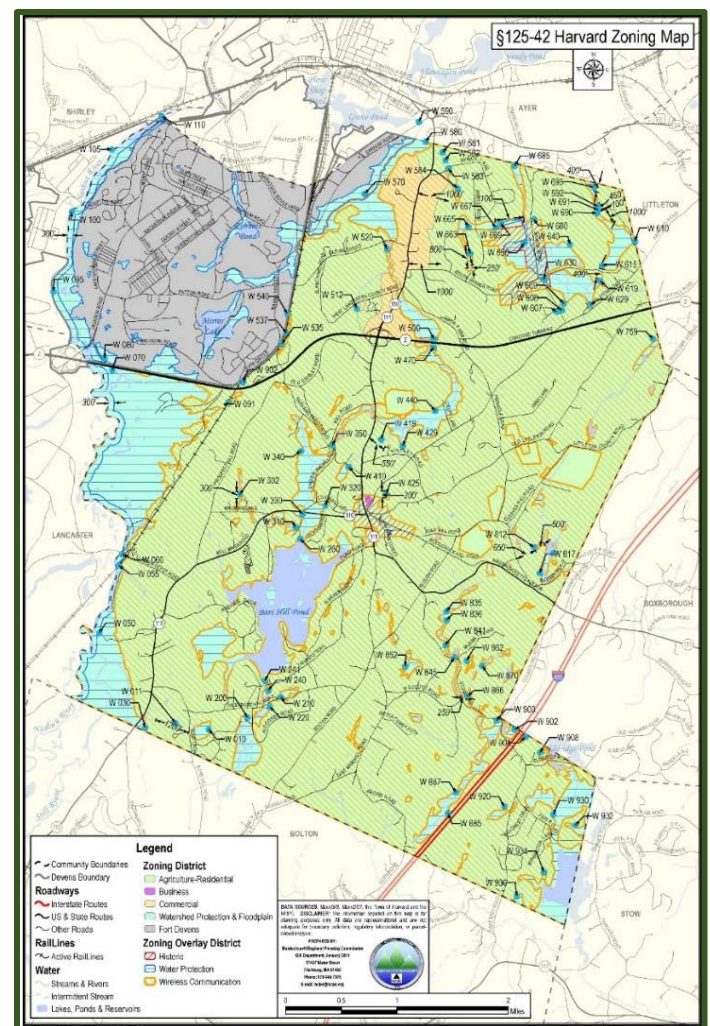
Theodore Maxant, Member

Orville Dodson, Associate

Michael Lawton, Associate

Liz Allard, Land Use

Administrator/Conservation Agent



PROTECTION OF PERSONS AND PROPERTY

AMBULANCE SERVICE

The Town of Harvard Ambulance Service provides high-quality emergency medical care and transport services through a dedicated, call/volunteer team of Emergency Medical Technicians. In 2018, the Service's 47th year, Harvard EMTs responded to 386 calls for service, a historical high for the organization. The Ambulance Service would like to recognize and thank its members for their commitment to providing excellent emergency medical care to the visitors and residents of Harvard.

At the 2017 annual town meeting, Harvard voters approved the purchase of a replacement for the town's ten-year-old ambulance. In the spring of 2018, Harvard Ambulance Service took delivery of a state-of-the-art Demers ambulance built on a Ford F450 chassis. This new truck not only replaces an aging vehicle, but also adds new capabilities including four-wheel drive, a power-assisted cot loading system, and four-point harnesses for EMTs in the patient compartment. These features are not only convenient, but they also make the truck safer for staff and patients. This new ambulance should serve the town of Harvard well for years to come.



PROTECTION OF PERSONS AND PROPERTY

As promised when third-party billing was approved, no Harvard resident is asked to pay out-of-pocket for our services. The Ambulance Service participates in the Town's budgeting process like any other department, but the Service also generates significant revenue, all of which is used to offset operational and capital expenses. In 2018, the Service received licensure necessary to bill MassHealth, giving us access to a new revenue stream. The Harvard Ambulance Service also maintains gift and scholarship accounts, and we welcome the generous donations of citizens and local philanthropic entities. We are greatly appreciative of all contributions.

Harvard Ambulance Service is committed to continual improvement in all facets of our operation. In 2018, we made dramatic improvement in response times while answering an ever-increasing number of calls. However, recruiting and adequate 24/7 staffing continue to be challenges. Going forward, our operational

priorities continue to be achieving dispatch-to-scene response times of ten minutes or less at least 90% of the time, recruiting and retaining qualified personnel, acting as good stewards of town resources, staying on the cutting edge of good EMS practice, and ensuring that the service adapts to the changing needs of the town.

If you are interested in learning life-saving skills and joining a motivated group of your neighbors, then consider joining our service as a driver, or enroll in our 2019 EMT course. No prior medical experience is required. We respond to inquiries and accept new membership applications throughout the year. Please visit our website at www.HarvardEMS.org or contact us at info@HarvardEMS.org.

Respectfully submitted,

Jason Cotting, NREMT,
Director Harvard Ambulance Service



PROTECTION OF PERSONS AND PROPERTY



FIRE DEPARTMENT

The mission of the Harvard Fire Department is to save lives and to protect property from fire and other emergencies within the Town of Harvard through public education, code management, and incident response.

We are working hard to make sure this department keeps moving forward to be the best trained and prepared department we can be.

Firefighter Justin Warren was promoted to Lieutenant this year. FF Duane Barber has retired from the department after giving 24 years of service. We thank him for his dedicated years of service and wish him the best of luck in his retirement.

In 2018, the Harvard Fire Department responded to 356 requests for emergency services and other assistance. This is up 21% from last year.

These responses included the following:

Ambulance assist	8
Automatic fire alarms	110
Motor Vehicle Accident	74
Motor Vehicle Fire	6
Brush Fire	14
Carbon Monoxide Alarm	5
Chimney Fire	0
HazMat	5
Mutual Aid Given	15
*Mutual Aid Received	23
Other	49
Power Lines Down	20
Rescue	9
Service Call	31
Structure Fire	10

**not a response statistic*

An average of 6.4 firefighters responded to each call.

TRAINING

The Training Committee is pleased to report on calendar year 2018's training activities. Near the end of 2017 we conducted a survey of the department regarding training topics, styles of learning and types of activities requested. Throughout 2018 we continued to follow the results of the survey to provide the best training possible to the members of the Harvard Fire Department. 2018 presented us with a large challenge of training 9 new recruits, 6 of whom (to date) have advanced to probationary member. Lt. Warren led recruit and probationary training throughout the year, conducting 41.5 hours of training with the new recruits and probationary members, in addition to our regular department trainings. The Committee is continuing to conduct monthly training drills and frequent off-hours sessions to encourage extra training, polishing of skills and increased operator training.

We would like to specifically recognize the following accomplishments in the area of training for 2018;

- FF Rob Williams obtained his National ProBoard Firefighter I/II Certification
- Lt. Justin Warren obtained his National ProBoard Fire Officer I and Fire Officer II Certifications
- Lt. Andrew Perry obtained his National ProBoard Fire Officer III and Incident Safety Officer Certifications.

In 2018 Department members attended a total of 1,463.75 hours of in-house training sessions; this is a total of our regular full department training drills and off-hours sessions. In addition members attended 279 hours of training outside the department; including professional development seminars, training courses at the

PROTECTION OF PERSONS AND PROPERTY

Massachusetts Firefighting Academy and other technical rescue and related trainings to our mission.

We look forward to continuing to deliver high quality in-house training sessions to the members of the department and a successful 2019.

Submitted from the Training Committee,
Andrew Perry
Lieutenant/Training Officer
Lieutenant Justin Warren
Engineer Wally Shaw
Firefighter Paul Morris

PERMITS AND INSPECTIONS

In 2018, there were 268 permits issued and 462 inspections completed.

Blasting	2
Dumpster	20
Fire Alarm	4
Mis.	33
Oil Burner/Fuel Storage	43
Propane Storage	43
Smoke & Carbon Monoxide	119
Violations Issued	4
Blasting	60
Dumpster	19
Fire Alarm	9
Oil Burner/Fuel Storage	48
Other	80
Propane Storage	62

Smoke & Carbon Monoxide 168

Commercial Inspections 16

Revenue generated for Permits, Inspections and Fees: \$12,767.50

584 Open Burning Permit were issued for 2018 and they were activated 1,387 times. Open Burning Permits generated \$5,640 that goes directly to supporting our S.A.F.E. programs.

Grants received this calendar year are as follows:

EMPG Grant	\$2,460
SAFE Grant	\$3,708
Senior SAFE Grant	\$2,415
MIIA	\$955
AFG Grant – replace fire hose	\$24,500
Total	\$34,038

Lieutenant Andrew Perry has been hired as the Towns first fulltime Firefighter/EMT. He spends half of his time with the Fire Department, with a primary focus on running Fire Prevention, and the other half of his time is spent with the Ambulance Squad. This position has proven to be an invaluable addition to the department.

I would also like to thank the Harvard Firefighter's Association for their donation to help pay for the renovations of our stations kitchen. We received an incredible donation of used kitchen cabinets from a resident that was updating their kitchen. We were able to repurpose them and update our kitchen which has not been touched in forty one years.

PROTECTION OF PERSONS AND PROPERTY

We have taken delivery of a new CERT/Board of Health through a grant for the Board of Health. This trailer now allows us to house all of the specialty equipment for these groups in one place.

It also allows for the ease of deployment during any emergency/incident these groups may be activated for.

In an effort to build up membership in our department we are now in our second year of running our Explorer Scout Post. We currently have seven members of the Post. This is a hands-on program open to young men and women from 14-20 years old with an interest in learning more about the fire service. Exploring combines some classroom training with hands-on lessons. You get to experience firsthand what it's like to be a firefighter and so much more!

We continue to run on a regional approach Ayer, Boxborough, Leominster and Shirley. This allows us to all share our resources and personnel to help give the Explorers exposure to multiple departments and experiences. This also helps maintain and promote cooperation between our mutual aid departments in which we work with throughout the year.

Our post meets on the first and third Mondays of every month during the school year. If you or someone you know may be interested in joining please feel free to reach out to Lieutenant Greg Harrod or Firefighter Justin Warren.

S.A.F.E.

The SAFE program had a busy year, putting all state grant money to work on a variety of things.

Grant money was used to both purchase materials and pay for personnel to staff events, run activities and provide services including the following for students:



- Classroom visits to HES grades K – 5 for various fire safety-related instruction
- Home Escape Plan Contest where grade 1-3 students produced detailed plans for their families about what to do in case of a fire or other emergency, with 2 winners from each grade winning breakfast at the fire station and a ride to school on a fire truck
- Station visits for all the kindergarten classes, Daisy scouts, Cub scouts and Harvard Family Association
- Distributed Halloween safety bags to all students in HES and provided glow-sticks at the station on Halloween night (along with candy, of course)

For seniors, the SAFE program disseminated information about staying safe in your home and got started with our free smoke alarm program for seniors installing 10-year sealed battery combination smoke/carbon monoxide alarms in a number of residences. The smoke alarm program, in its second year, saw a larger number of residents take advantage of the program.

PROTECTION OF PERSONS AND PROPERTY

SAFE personnel were also had presence at the Volksfest in September and the Columbus Day Flea Market promoting fire safety and bike helmet awareness while handing out pamphlets and safety related items.

The program also received 400 calendars featuring winners from a MA and RI poster contest for kids and distributed these throughout the schools, library and various local businesses for free.

For 2019 we plan more of the same, in particular continuing to build on the success of the senior smoke alarm program and trying to get more involved with the students in Bromfield.

Respectfully submitted,

Bill Berthoud
SAFE Coordinator
Harvard Fire Department

Fire prevention is not just a week in October, it's every day!

EMERGENCY MANAGEMENT



One of the most important tools we have used during major emergencies is Blackboard Connect. With this tool we are able to communicate to the residents of the town anytime via telephone, email and SMS messages. But, you only receive these messages if you signup for the service. If you have not already done so, we strongly encourage you to signup for this. It is the best way we can provide you with the most current information during an emergency. To signup please go the town's web page at <http://www.harvard.ma.us/Pages/index> and the

Blackboard Connect icon is on the left hand side of the page. Also, if you are already signed up, please log into you profile to make sure that we have all of your current information.

C.E.R.T. PROGRAM

This past year, Harvard teamed up with Littleton CERT teams for training and events. Both groups participated in CPR & First aid training, We took part in the Live Burn training in Harvard with the Harvard EMT's, where We learned Fire rehabilitation and fed the firefighters, and We assisted the Braveheart group with parking at Fruitland's Museum for their yearly event.



The Harvard CERT mission statement continues to bring the community together. *"The Harvard Community Response Team (CERT) program will train individuals in neighborhoods, business and industries in the emergency preparedness and basic disaster response techniques, thereby enabling them to prepare, as volunteers, to take an active role in providing critical support in a safe manner to emergency service personnel during emergencies/disaster. The Harvard CERT team will also be trained to be a valued resource of neighbors helping neighbors for non-emergency, routine special events."*

PROTECTION OF PERSONS AND PROPERTY

If anyone would like more information on CERT and volunteering please email Chief Sicard at rsicard@harvard.ma.us or myself at pnatoli@harvad.ma.us. We are looking to grow at team this upcoming year.



I would also like to thank Fire Chief Richard Sicard, Police Chief Edward Denmark, Board of Selectmen, and the Board of Health for their support and guidance.

Respectfully,

Patricia C. Natoli

CERT Manager

HARVARD FIRE DEPARTMENT MEMBERS

Chief Richard Sicard, FF I/II, FO I/II, EMT

Deputy Chief Chuck Nigzus, FF I/II, FO I

Lieutenant Tony Shaw

Lieutenant Greg Harrod, FF I/II, EMT

Lieutenant Andrew Perry, FF I/II, FO I/II/III,
EMT-P

Lieutenant Bill Barton

Lieutenant Justin Warren, FF I/II, FO I/II, EMT

FF Duane Barber

FF Bill Berthoud

FF Zachary Clements, FF I/II

FF Robert Curran, FF I/II, EMT

FF Frank deBettencourt, FF I/II, EMT

FF David Hazel

FF Adam Hughes, FF I/II, EMT-P

FF John Kenneally, FF I

FF Andrew Miller, FF I/II

FF Paul Morris, FF I

FF Shane Nogler

FF Brian Perwak, FF I/II

FF Ian Sears, FF I/II

FF Walter Shaw, FF I/II, EMT

FF Robert Williams, FF I/II, EMT

FF Benjamin Wilmot, FF I/II, EMT-P

Probationary Paul Calnan

Probationary Adam Carter

Probationary Eric Gamage

Probationary Ben Kendrick

Probationary Adam King

Probationary Billy Nigzus

Recruit Matt Ellis

and maintenance man Eddie Stoffel, who keeps the
fire station clean and presentable.

PROTECTION OF PERSONS AND PROPERTY

We would like to say thank you to the Garden Club who continues to keep the fire station looking attractive with flowers and plantings. The department appreciates the support we receive from our citizens and we remain committed to making Harvard a pleasant and safe town to live, work and play in.

Respectfully Submitted,

Richard A. Sicard, Fire Chief



Lieutenant Bill Barton



Live Burn training in Harvard
Blood Pressures and feeding the Firefighters.

PROTECTION OF PERSONS AND PROPERTY

POLICE DEPARTMENT

Operations

In calendar year 2018, the Harvard Police Department responded to 6,798 calls for service, which represents a modest 2.3% increase compared to 2017. We experienced a 6% reduction in Group A Crimes Against Persons, an 80% decrease in Group A Crimes Against Society, and a 26% decrease in Group B, or less serious crimes. Based on these numbers, I can report that Harvard remains to be a very safe, secure community.

In total, the Harvard Police Department investigated 337 criminal offenses, 214 offense reports, 39 custodies, and 41 individuals charged with criminal activity.

One area worthy of discussion is our dramatic increase in Group a Crimes against Property. Over the last year we saw a dramatic increase of 164% in these types of crimes; specifically, 182 crimes in 2018 compare to only 69 in 2017. This increase can be directly attributed to a spike in larceny, fraud, identity, and forgery crimes associated with two specific crime sprees that hit our jurisdiction last year. These crimes came in the form of the stealing of mail from residents and false applications for credit made in the name of Harvard citizens via the internet. This alarming trend has been on the rise for several years with the increased use of the internet for banking, shopping, and credit transactions. The overwhelming majority of these crimes were attributed to two groups of individuals; one of which has been identified and currently has charges pending, the other, an organized criminal group operating from outside of our jurisdiction.

Through diligent work of our officers, in cooperation with Federal, State, and regional law enforcement partners, we have made significant strides in identifying specific individuals associated with the extra-jurisdictional crime syndicate.

In response to this disturbing trend, we will continue to increase our level of training regarding internet related crimes and fraud and hope to strengthen our relationships with our federal partners with an eye on developing an educational outreach program this year to prevent future victimization. Below are the tables illustrating the specific number and type of crimes committed throughout 2018.

In addition to our call response and enforcement efforts, this year the Police Department was the subject of a managerial study commissioned by the Harvard Board of Selectmen and undertaken by the Edward J. Collins, Jr. Center for Public Management from UMass Boston. I am pleased to report that the department was viewed favorably, with only a small number of procedural suggestions being offered for consideration. I would like to publicly acknowledge the work of all of the members of this department in receiving such a positive review. While I never had a doubt about the police department's operations, it is good to go through an extensive external review to reinforce the work that has been done and to help bolster the level of confidence the community has with their police department.

PROTECTION OF PERSONS AND PROPERTY

Traffic

To address traffic issues in town, we have started to track statistics on traffic related complaints, crashes, and enforcement efforts in order to develop more effective and efficient responses to perceived problems. We have identified the following roadways as “problem” areas in town based on the number of traffic crashes and complaints received. Based on the data compiled, enforcement efforts we concentrated on these problem areas.

Street	2017 Crashes	2018 Crashes	2017 Citations	2018 Citations
Ayer Road	27	27	113	249
Still River Road	9	7	5	10
Mass Ave	5	7	52	41
Bolton Road	6	6	26	13
Old Shirley Rd	1	4	3	13
Littleton Road	4	1	7	1
Poor Farm Rd	4	1	6	1
Stow Road	1	4	5	10
Totals	57	57	196	341

An examination of the data revealed that these eight roadways accounted for 79% of our total number of crashes in 2017 and 73% of our crashes for 2018. In response, 65% of our total citations written in 2017 were issued on these streets and 72% were issued in 2018. Most significant, however, was our increase in the percentage of motor vehicle stops that resulted in a monetary fine being issued.

In 2018 officers wrote citations for 92% of the motor vehicles stopped, compared to 69% in the previous year. Of note, despite a significant increase in the use of monetary sanctions as a deterrent, we only saw the number of motor vehicle complaints decrease from 87 to 80, respectively. Part of this reduction can be attributed to the placement of our radar speed signs on Massachusetts Avenue and Still River Road. The number of citizen complaints from these two roadways were reduced after the installation of these traffic calming devices, which reduced the average speeds being driven. This spring, we plan on installing a permanent speed sign on Bolton Road and will begin deploying our mobile signs in other problem areas of town. The table below is a comparative illustration of traffic related issues for the past three years.

Through our increased efforts in traffic calming, enforcement, and education, we hope to realize additional positive results as we move forward with our program.

PROTECTION OF PERSONS AND PROPERTY

CRIME COMPARISON REPORTS PERIOD ENDING DECEMBER 2018

Group A Crimes Against Persons														
Crime IBR Category	Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
Forcible Rape	2018											1		1
	2017				1									1
	Pct				n/a							n/a		0%
Aggravated Assault	2018							1			1		1	3
	2017						1							1
	Pct						n/a	n/a			n/a		n/a	+200%
Simple Assault	2018						3	2		1				6
	2017			1		1			2					4
	Pct			n/a		n/a	n/a	n/a	n/a	n/a				+50%
Intimidation	2018						1	4		1		1		7
	2017	1	1		1		1	1		2		1	1	9
	Pct	n/a	n/a		n/a		0%	+300%		-50%		0%	n/a	-22%
Statutory Rape	2018													
	2017				3									3
	Pct				n/a									n/a
Total Crimes Against Persons	2018						4	7		2	1	2	1	17
	2017	1	1	1	5	1	2	1	2	2		1	1	18
	Pct	n/a	n/a	n/a	n/a	n/a	+100%	+800%	n/a	0%	n/a	+100%	0%	-8%

PROTECTION OF PERSONS AND PROPERTY

Group A Crimes Against Property														
Crime IBR Category	Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
Arson	2018											1		1
	2017													
	Pct											n/a		n/a
Burglary/ Breaking and Entering	2018	1		1		1	2	1	2					8
	2017	1			2		1	1	1	1	1	1	2	11
	Pct	0%		n/a	n/a	n/a	+100%	0%	+100%	n/a	n/a	n/a	n/a	-27%
Extortion/ Blackmail	2018								1	1				2
	2017													
	Pct								n/a	n/a				n/a
Larceny (pick-pocket)	2018	1												1
	2017													
	Pct	n/a												n/a
Larceny (from building)	2018	1			1					1			1	4
	2017								1			1	1	3
	Pct	n/a			n/a				n/a	n/a		n/a	0%	+33%
Larceny (from motor vehicles)	2018					1								1
	2017				1									1
	Pct				n/a	n/a								0%
Larceny (all other)	2018					4	2	23	31	2		1	1	64
	2017	5			4	1	2			2			1	15
	Pct	n/a			n/a	+300%	0%	n/a	n/a	0%		n/a	0%	+327%
Counterfeit/ Forgery	2018				1	3		1						5
	2017											1	1	2
	Pct				n/a	n/a		n/a				n/a	n/a	+150%
Fraud (false pretense;swindle)	2018	1				1		12	19	1		2	3	39
	2017	1					2	1	1					5
	Pct	0%				n/a	n/a	+1100	+1800	n/a		n/a	n/a	+680%
Fraud (credit/debit card;ATM)	2018							5	1	1				7
	2017													
	Pct							n/a	n/a	n/a				n/a
Fraud (impersonation)	2018	3			2			1	1	2	3	18	6	36
	2017	2	1	1			5		1		1	1	1	13
	Pct	+50%	n/a	n/a	n/a		n/a	n/a	0%	n/a	+200%	+1700	+500%	+177%
Stolen Property	2018							1						1
	2017				1									1
	Pct				n/a			n/a						0%

PROTECTION OF PERSONS AND PROPERTY

Group A Crimes Against Property

Crime IBR Category	Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
Destruction of Property/Vandalism	2018	1	2	1		1	2		2	1	2	1		13
	2017	2	1	1	1	2		4	3		1	1	2	18
	Pct	-50%	+100%	0%	n/a	-50%	n/a	n/a	-33%	n/a	+100%	0%	n/a	-28%
Total Crimes Against Property	2018	8	2	2	4	11	6	44	57	9	5	23	11	182
	2017	11	2	2	9	3	10	6	7	3	3	5	8	69
	Pct	-27%	0%	0%	-56%	+267%	-40%	+833%	+714%	+200%	+67%	+360%	+38%	+164%

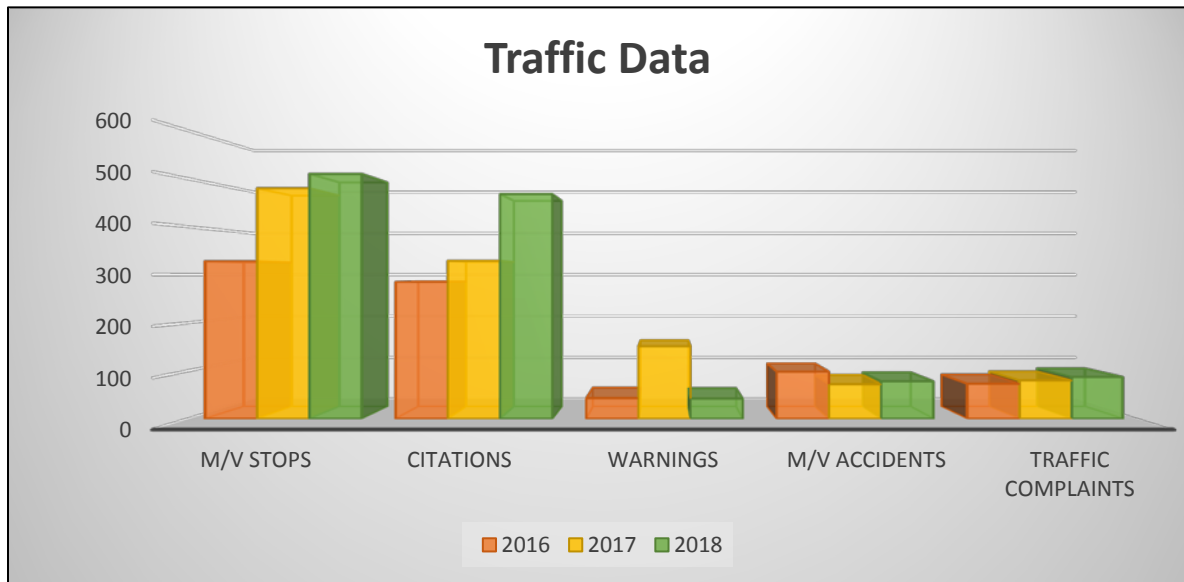
Group A Crimes Against Society

Crime IBR Category	Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
Drug/ Narcotic Violations	2018													
	2017	1			1			1	1					4
	Pct	n/a			n/a			n/a	n/a					n/a
Pornography/Obscene Material	2018	1												1
	2017													
	Pct	n/a												n/a
Weapon Law Violations	2018													
	2017				1									1
	Pct				n/a									n/a
Total Crimes Against Society	2018	1												1
	2017	1			2			1	1					5
	Pct	0%			n/a			n/a	n/a					-80%

PROTECTION OF PERSONS AND PROPERTY

Group B Crimes														
Crime IBR Category	Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
Bad Checks	2018					1								1
	2017													
	Pct					n/a								n/a
Disorderly Conduct	2018		1											1
	2017			1		2		1						4
	Pct		n/a	n/a		n/a		n/a						-75%
Driving under Influence	2018			1							1			2
	2017								1	1		1		3
	Pct			n/a					n/a	n/a	n/a	n/a		-33%
Drunkenness	2018										1			1
	2017													
	Pct										n/a			n/a
Liquor Law Violations	2018													
	2017				1			1						2
	Pct				n/a			n/a						n/a
Trespass of Real Property	2018											1	1	2
	2017				1								2	3
	Pct				n/a							n/a	-50%	-33%
All Other Offenses	2018	3	1			2	1	2	4	2	2	2	2	21
	2017			1	5	1	5	5	3	2		1	3	26
	Pct	n/a	n/a	n/a	n/a	+100%	-80%	-60%	+33%	0%	n/a	+100%	-33%	-19%
Total Group B Crimes	2018	3	2	1		3	1	2	4	2	4	3	3	28
	2017			2	7	3	5	7	4	3		2	5	38
	Pct	n/a	n/a	-50%	n/a	0%	-80%	-71%	0%	-33%	n/a	+50%	-40%	-26%

PROTECTION OF PERSONS AND PROPERTY



Police, Fire and DPW employees at the holiday pot luck luncheon held in upper town hall.



Officer Schaeffer presenting the Virginia Thurston Healing Garden with a donation from the Pink Patch fundraiser.

PROTECTION OF PERSONS AND PROPERTY

Personnel



This year we welcomed Officer Matthew Callahan as a full-time officer. Officer Callahan comes to us from the neighboring town of Ayer and brings with him over twenty years of police, fire, EMS, and military service. We are extremely fortunate to have him aboard and wish him the best of luck here in Harvard.

Our current staffing level is still one officer shy of our authorized strength. It is our hope to fill the last vacancy shortly after promoting one of our staff to the position of sergeant. This should be accomplished by early spring of 2019.

Chief Edward D. Denmark	Patricia Natoli, Admin. Assistant
Sgt. James Babu	Patricia Rouvel, Police Assistant
Ofc. Scott Hughes	Res. Ofc. John Dristilaris
Ofc. Daniele Fortunato	Res. Ofc. Nathan Bowolick
Ofc. Charles Genetti	Res. Ofc. Jason Smith
Ofc. Timothy Schaeffer	Res. Ofc. Nikki Fahlbeck
Ofc. Timothy Miner	Res. Ofc. Eddie Coffin
Ofc. Matthew Callahan	Res. Ofc. Carlton Ford

All successfully completed their annual in-service and firearms training as well as specialized training in multiple topical areas. Specifically, this year's in-service training consisted of:

- Legal updates, including the Criminal Justice Reform Act (6 hours)
- Police Interactions with Persons with Mental Illness (Part II), which will meet the IACP's "One Mind Campaign" pledge for training line officers (3 hours)
- Multi-Agency Response to Active Shooters (3 hours)
- Defensive Tactics Skills (3 hours)
- Integrating Communication, Assessment, and Tactics (ICAT) (3 hours)
- CPR, first aid, and firearms training and qualification requirements

As always, we are looking for opportunities for community outreach and education. If there are any specific topics you would like us to discuss with any community groups, please do not hesitate to contact us.

Respectfully submitted,

Chief Edward D. Denmark



EDUCATION

SUPERINTENDENT OF SCHOOLS

The Harvard Public School District continues to strive towards our vision of educational excellence while guiding all students to balance academic achievement with personal well-being. I have been honored to represent the Harvard School District as the Superintendent for the past four years and work alongside dedicated and talented educators and school leaders. During the 2018-19 year, the leadership team continued to meet bi-weekly to plan for improvements, move initiatives forward, assess data, and problem solve. Our leadership team consists of 9 members including the principals, assistant principals, dean of students, director of pupil services, facilities director, technology director, school business manager, and the superintendent. We have benefitted from consistency as most of these leaders have held their positions for more than two years. We continue to develop a high level of trust, collegiality, and effectiveness as a team.

Leaders from our team have dedicated many hours to the new elementary school building project. The project received a positive town vote in the spring of 2018. Prior to the vote, we sought community input, answered questions, visited other schools, explored the issues of the existing building and shared the recommendations of the School Building Committee. Since the vote, we continue to share updates with the community as we meet to advance the exterior and interior plans of the building, manage the costs of the project, and collaborate with committees and boards on the local and state level for permits and approvals. Students and teachers have helped to design the learning spaces and test furniture samples. We eagerly anticipate the start of construction in April of 2019 and the completion of the dynamic new school in the spring of 2021.



Superintendent Linda Dwight and Hildreth Elementary School Principal Josh Myler answer questions at a public forum held on construction of the new school.

While excited about the new school, we have continued to focus on the health and cleanliness of the current Hildreth Elementary School and the improvements needed to the Bromfield School. Under the direction of our new Facilities Director and his dedicated team of eight the schools are cleaner than ever. The Facilities Director is using his plumbing background and system maintenance knowledge to eliminate plumbing issues and heating discrepancies that have plagued the Bromfield School students and staff for years. Past and future construction projects at Bromfield include refurbished high school science labs, Cronin Auditorium upgrades, bathroom renovations, and kitchen upgrades. With these improvements and others planned for the future our goal is to ensure that the physical condition of our schools supports the academic achievement and personal well-being of our students.

EDUCATION

While we improve the physical space, we also consider the quality of teaching and learning a primary focus. Our district ranks near the top of state and national reports, but we do not rest on these accolades; instead we assess and plan for improvements. Three full days, several half days and nine early release days provide teachers the time to continue their professional development. Many teachers also take college courses and attend workshops and conferences. Professional Development opportunities included technology use in the classrooms, content specific updates, innovation opportunities, project learning and so much more. We seek new ways to increase student engagement and provide relevant learning opportunities.

We realize that the health and wellbeing of our students must also be a focus area of our school



district. To address this growing need we have programs for students at both schools that encourage student involvement and connectedness. We are increasing ways for students to participate in team-building, culture improvement, and self-advocacy. Programs at HES include student leadership, safety patrol, and school improvement projects. We are also planning to increase health instruction next year at HES to ensure more wellness strategies and upper grade lessons focused on preventing risky behaviors. Bromfield students benefitted from stress reduction activities, team building programs and information sessions such as Challenge Day, Refresh Day, Reality Fair, yoga classes, meditation club, and additional health/wellness classes. The Bromfield School Council members and the district leadership team will be reading At What Cost by David L. Gleason, to continue our focus on balance. These improvements across the physical buildings, teaching and learning, and wellness help us to better realize our vision, first articulated in 2013, of a successful school district.

Respectfully submitted,

Linda G. Dwight, Ed.D

Superintendent
Harvard Public Schools

The Harvard Public Schools Community, dedicated to educational excellence guides all student to realize their highest potential by balancing academic achievement with personal well-being in the pursuit of individual dreams. The students engage in learning how to access and apply knowledge, think critically and creatively, and communicate effectively. They develop the confidence and ability to understand diverse perspectives, collaborate, and contribute to their local, national, and global communities.

EDUCATION

THE BROMFIELD SCHOOL

The Bromfield School graduated a class of 107 students on a beautiful evening on June 8, 2018. We are extremely proud of their contributions to our community as well as their academic and extracurricular accomplishments. The three underlying goals of Bromfield are to provide a safe, secure, and inclusive learning environment for all, to support engaged teaching and learning, and to activate community pride.



Bromfield welcomed 75 sixth grade students to our community this fall. The current enrollment at The Bromfield School is 626 students in grades 6–12. Bromfield’s commitment to technology continued this year with the Harvard Public Schools’ One to World technology initiative. This initiative provides every student with either an iPad (grades 6 and 7) or a MacBook (grades 8-12). We continue to offer professional development opportunities to our staff and it is clear that students are benefitting from this instructional tool. We are very fortunate to have the continued support of the School Committee and the entire town. This support allows teachers and students the opportunity to teach and learn in a state of the art setting. Technology is being utilized regularly in our classrooms as a key tool in the learning process. While technology is a key component of teaching in the 21st century, the key to



Bromfield’s success in and out of the classroom are the human connections made between students and teachers. In fact, one of the underlying reasons for The Bromfield School’s continued excellence is the tripod of cooperation between school personnel, students and parents, and the overall community.

Bromfield continued to make significant improvements to its physical plant this year. The renovations of the high school science rooms were completed with the renovation of one classroom and two preparation rooms. All of our high school science rooms are outfitted with state of the art equipment and cabinetry. We also began to renovate the Cronin Auditorium so our students and town can enjoy a modern experience. The newly hired custodial and maintenance crew did an outstanding job of preparing the school for our August opening and continue to do a great job of cleaning, doing preventative maintenance, and repairing any things that need attention.

EDUCATION

Supporting engaged teaching and learning is a high priority at The Bromfield School. Our faculty continues to engage in professional development in not only technology but also the subjects they teach and how to best engage our students. As a result, Bromfield students continued to achieve statewide recognition for their accomplishments. Our student body continues to be state leaders on the statewide assessment tests (MCAS) with 100% of our tenth grade students scoring in the Advanced or Proficient range in English Language Arts. Scores on the Mathematics and Science tests were also very impressive with 92% of the tenth graders scoring in the Advanced or Proficient Range in Math and 99% of our tenth graders scoring Advanced or Proficient in Science. Bromfield again earned a gold medal ranking for ranking 421 out of 20,428 schools in the *U.S. News & World Report* National Rankings as well as 71st in STEM. Additionally, Bromfield ranked 8th in *Boston Magazine's* ranking of Charter and Public High Schools. Clearly, Bromfield continues to be recognized as one of the top public schools in both the state and the nation.

While we aspire to offer our students a vigorous and challenging course load, balance is also vital. Students continue to do great things outside of the classroom. We currently have more than 35 extracurricular activities. It is impossible to list all of our student accomplishments but I will highlight a few in this report. The Student Wellness Advisory Team (SWAT) was presented with the Community Hero Award from the Shine Initiative for its focus on student mental health. SWAT initiated, organized, and executed the first REFRESH Day for Bromfield students last year and is already planning one for this year. Bromfield Cares once again organized the Giving Tree Project and our community was able to deliver over 600 presents to children. Project 351 collected over 500 pounds of food for Loaves and

Fishes. The new Global Competency Certificate Program and Seal of Biliteracy Program graduate 30 and 25 students this year. We were very proud of the 22 participants who contributed to the Bloom n' Art Exhibit at the Harvard Public Library. In addition, we have a record number of students who qualified for the High School Central District Chorus and Bands this year. "Lion King Jr." was a great success as the grade 6-12 production played before three very large audiences in November. The Science Fair had almost 100 entries in the gym in March.



EDUCATION

Finally, Bromfield students collected numerous awards for their excellence in the New England Math League, MAML, and Elizabeth Haskins Contests, Youth and Government Conference, Business Professionals of America Conference, and The Boston Globe Art Competition. The student-athletes at Bromfield continue to field very competitive athletic teams who win with dignity and lose with class. In the past calendar year, Bromfield athletes earned their second straight Boys Soccer State Championship, an amazing second place finish for the girls track team in the All-State Track Meet, and were state finalists in Girls Lacrosse. In addition, district titles were earned by Girls Track, Girls Lacrosse,

Boys Soccer, and Golf. Finally, Bromfield earned seven league titles in Skiing, Girls Outdoor Track, Girls Lacrosse, Girls Tennis, Boys Soccer, Boys Cross-Country, and Girls Soccer.



Bromfield also hosted a week-long “Under the Lights” event with boys soccer, girls soccer, and field hockey playing games at night. All of these events were very well-attended and highlighted our attempts to activate community pride.

It is a privilege to continue serving as the principal of The Bromfield School. Our talented, hard-working students, committed, exceptional staff, and supportive, passionate parents and community make being the leader of this school a terrific experience. I would be remiss if I did not acknowledge Superintendent Linda Dwight and the members of the Harvard School Committee for their help, support, and guidance. I am so proud of the work done by our students and staff this year and look forward to celebrating additional accomplishments in 2019.

Respectfully submitted,

Scott Hoffman, Principal

The Bromfield School

EDUCATION



EDUCATION

HILDRETH ELEMENTARY SCHOOL

2018 has been an eventful and exciting year for HES. While much of the town conversation has been around the town decision to build a new elementary school, teachers and students continue to do great things both within the school and in the community.

This year has seen great growth in our student leadership opportunities. We are proud of the fourth and fifth-grade student volunteer leaders who have led these efforts. Students staffed water stations as part of the Cancer Care Challenge to support the Healing Garden in Harvard. They also raised money to support schools affected by hurricanes, partnered with Bromfield's Project 351 to run food drives in support of Loaves and Fishes Food Pantry in Devens and made donations to Cradles to Crayons. In addition, events with the Council on Aging and a Veterans Day Celebration help us connect to our community. Students and teachers have also enjoyed laughter and light competition at community events like the Lion's Club Bed Race. We are fortunate to have many community members share their talents and knowledge with the HES students. These include musicians who play for the sing-along and dance, scientists who lead students on ecology walks, artisans who demonstrate traditional local craft, veterans who share their experience and commitment with our students, and many others. These partnerships help our students connect to the larger community and learn from passionate and skilled people. A special thanks this year to the Harvard Boy Scouts and Ethan Shipman who completed an Eagle Scout project to revive the HES statue and preserve it for years to come.

We are grateful to the hard-working First Responders who work closely with us to plan and prepare for student safety. Throughout the year, we have conducted numerous fire and security drills, training, and reviews with the Harvard

Police and Fire departments. Officers and firefighters have also visited classrooms to share about their jobs and what they do as community helpers. Students have also engaged in fire safety and home escape plan activities to feel more prepared.

We continue to review and update curriculum to better engage students and meet changing needs. Teachers are working with state educators to improve social studies and civics instruction and focus not only on factual historical information but also preparing students to be informed and engaged citizens. In conjunction with this work, the District Inclusion Committee and teachers have worked to increase our cultural proficiency and ensure that all students feel safe and supported at school, and guest teachers have worked with HES staff on reviewing the literature used at HES through a cultural lens. This year has also seen an increase in our partnership with HCTV, giving students an opportunity to film and produce amazing projects connected to their work in school.



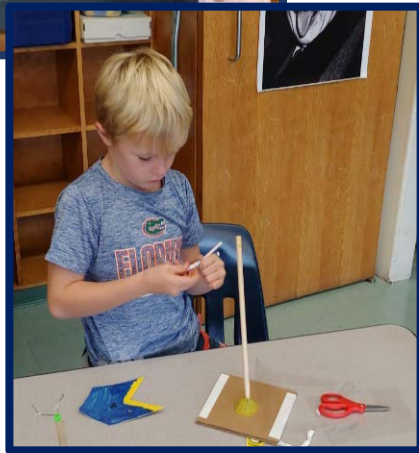
In conjunction with the filming of *Little Women* students enjoyed a conversation with a Louisa May Alcott through a historical reenactment.

EDUCATION

We are grateful to the Harvard PTO and Harvard Schools Trust for their continued support and funding of projects and resources which support and encourage teachers to explore new ideas. This year has seen visits from the Discovery Museum, a visit from a Louisa May Alcott reenactor in conjunction with the filming of Little Women, a Drums Alive program for students and families, and many more. Both PTO and Harvard Schools Trust have also been very generous in helping us set up a test of our Innovation Lab to encourage students to find novel solutions to complex problems and work together.



Students utilize the new Innovation Lab to design and build solutions to problems, build models and design science experiments.



We are grateful for our amazing teachers and staff who work so hard to support students and families. This year we said goodbye to Nurse Jenny Eklund who has cared for hundreds of students in her time here and welcome Nurse Dawn French to move from part time to full time. We also welcome Jon Snyder as the new facilities director along with a great new facilities crew. Katie Greene and Chris Smith have also joined the HES team to support students. We are grateful for many teachers work to partner with state education officials, local universities, and professional organizations. Of particular note is that Barbi Kelley, the HES physical education teacher, has taken on a new leadership role as President of the MA Association for Health, Physical Education, Recreation, and Dance (MAHPERD).

We would like to thank the volunteers on the School Building Committee for the many hours devoted to developing and refining the plans for the new school. These volunteers, along with many community members, volunteers in town government, teachers, and the architecture and construction firms have collaborated to plan a durable and functional school that will add to the character of Harvard. Construction is scheduled to begin in April and will take approximately 2 years.

We look forward to a busy year ahead as we move into the construction of the new school. We are grateful for the combined efforts of so many who support, maintain, and work to improve our schools.

Respectfully submitted,

Josh Myler
Principal, Hildreth Elementary School

EDUCATION

SCHOOL COMMITTEE

The Harvard School Committee is pleased to provide this report for the Town. We would first like to take the opportunity to thank and appreciate the countless individuals and organizations that support the schools. It truly does “take a village” to make a school district successful. Whether you are a member of one of the School’s Councils, coach a sports team, contribute to the Harvard Schools Trust, Fanfare and/or the PTO, volunteer for Celebration, the Science Fair, Senior Projects or to chaperone a field trip, attend a drama production, music concert or watch a sports event, you are a vital part of the schools' community. Thank you for the gift of your time and resources and your passion for empowering our students.

The success of our schools also relies upon the quality and dedication of our administration and faculty. Dr. Dwight has consistently received proficient to exemplary performance ratings during her annual review by the School Committee. She is now in her fourth year as our Superintendent and has put in place a solid leadership team for the district which is focused on achieving the following vision:

The Harvard Public Schools community, dedicated to educational excellence, guides all students to realize their highest potential by balancing academic achievement with personal well-being in the pursuit of individual dreams. The students engage in learning how to access and apply knowledge, think critically and creatively, and communicate effectively. They develop the confidence and ability to understand diverse perspectives collaborate, and contribute to their local, national and global communities.

The School Committee is composed of six members: five elected residents from Harvard and one representative from Devens. The Committee

typically meets on the second and fourth Monday evenings of each month with other meetings scheduled as needed. Agendas and materials are available on the town website at least 48 hours in advance, and meetings are usually televised on the local cable access channel. The public is encouraged to attend. Time for public commentary is provided at regularly scheduled meetings for comments, questions, and statements.

The School Committee is at work on the following multi-year goals:

1. HES Building Project: Harvard’s new elementary school is educationally exciting, safe, attractive, and environmentally efficient; is consistent with the district Vision; and is within the financial capacity of the town.
2. Bromfield House: The ultimate use and management of the Bromfield House is approved of by the town of Harvard.

As of this writing, the HES Building Committee is in the final stages of reviewing designs and plans for the new school and will be seeking bids in February of 2019. Ground-breaking and initial site work is set to begin in April of 2019 and construction will be completed by the spring of 2021. Once the new school is occupied the old building will be torn down. New fields and landscaping will be in place by the start of the 2022 school year. Regular public information sessions will be held to keep the community informed of the traffic impacts, construction progress and opportunities to see the work in progress. We extend our heartfelt thanks to the community for supporting this exciting and vital project.

EDUCATION

Once the new school is operational, the district staff and operations will relocate there from the Bromfield House, leaving that building unoccupied. The School Committee has committed to partnering with the Select Board and the Bromfield Trustees in determining the ultimate disposition of the Bromfield House and the property. The goal for 2019 is to determine a plan for that process. The School Committee will be seeking input from all stakeholders on the best use of this town resource which has been well-used by the school administration for the past 38 years.

Each year, the School Committee oversees the creation and implementation of the schools' budget. The proposed FY20 School Budget presented to the Finance Committee and Board of Selectman on January 26th was \$13,923,061. This figure represents an increase of \$532,543 (3.98%) over the FY18/19 Budget. The larger than usual increase was expected and is derived mainly from a negotiated increase in teachers' salaries given in exchange for them paying a larger share in their health care premiums. The resulting cost savings to the town for health insurance has been \$280,000 over the past two years and is expected to increase moving forward. This year's school budget has actually decreased in non-salaried expenses. Supplementing the omnibus budget is an additional \$3.1M from grants and fees, school choice and Devens. The schools continue to rely on the revenues from the contract with Mass Development to pay for salaries, technology, and capital expenses. The School Committee also approved the use of Devens Funds up to \$1M to be used for the new school project, thereby reducing the tax impact to residents.

Capital improvements to the Bromfield School remain a priority for the District. Since FY17 over \$1.3M has been spent on repairs and

upgrades to the building including: upgraded/safer door locks; upgraded lighting with Green Community grant funds; the new parking lot and front sidewalk/entrance; upgraded science labs and prep rooms; renovation of all the bathrooms; initial upgrades to the Cronin Auditorium; repairs to the HVAC controls; roof repairs; and purchases of new furniture. For FY20 the School Committee has committed \$200k from the Devens account to upgrade the Bromfield kitchen and make repairs to the roof. The FY20 capital projects approved by the Capital Planning and Investment Committee which will be voted on at ATM include replacing the bleachers in the Bromfield gym, additional upgrades to the Cronin auditorium and the addition of air conditioning for about a third of the school. Planned projects for FY21 include further upgrades to the Cronin Auditorium; replacement of the exterior Middle School ramp; added air conditioning of the building; a key-card access system; and renovation of the locker rooms.

Providing students with technology has been another financial commitment endorsed by the School Committee. 2018 marks the second year that students in grades 8-12 have had laptops, while students in grades 5-7 continue the use of iPads. Recently the School Committee received an update on how technology is being used in the classrooms to assess the progress being made at all grade levels in the use of technology to support teaching and learning. Both students and teachers showed examples of how the devices have increased their ability to plan, research, organize, collaborate and demonstrate their work. Teachers continue to learn new skills in advancing their use of technology while balancing traditional and non-technical applications as well. It is exciting for Committee members to see things happening in the classrooms that are preparing students for an ever-changing world.

EDUCATION

The School Committee would be remiss if we did not also acknowledge the faculty and staff throughout the district for their dedication to providing the highest level of education and service possible for our students. From our newest additions to our valued veterans we have witnessed countless examples of passion and dedication that are so essential to the success of our schools.



Again, we thank the citizens of Harvard for their generosity and support and look forward to our continued partnership in fulfilling the vision of the Harvard Public Schools.

Again, we thank the citizens of Harvard for their generosity and support and look forward to our continued partnership in fulfilling the vision of the Harvard Public Schools.

Respectfully submitted,

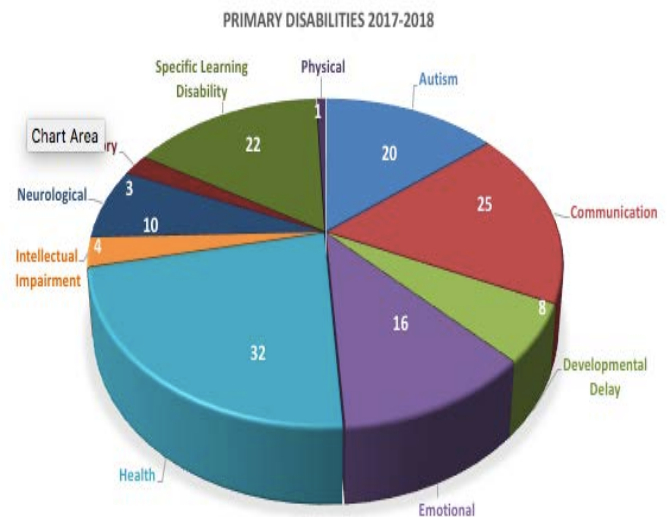
Mary Traphagen, Chair
SusanMary Redinger, Vice Chair
Jon Green
Shannon Molloy
John Ruark
Maureen Babcock, Devens Representative

PUPIL SERVICES

The Pupil Services Office oversees services to students with disabilities, English Language Learners, and the homeless. This involves the staffing and supervision of the teachers and related services providers, budgeting and providing the necessary teaching and assessment materials, as well as ensuring compliance to state and federal standards for Special Education, Civil Rights, and English as a Second Language programming.

Special Education

Throughout the 2017-2018 school year, Harvard provided specialized services through IEPs to 146 different students. At the close of June 2018, 141 students were receiving specialized services, or approximately 13% of students. Of these, 44 students were at Hildreth Elementary. 77 students on IEPs were at The Bromfield School. To address the needs of students with the most severe disabilities, that is those needing specialized methodologies, intensive services and modified curricula, the District supports them by enrolling the students in out of district schools or collaborative programs. The breakdown of number of students in each educational disability category at the end of FY18 was as follows:



EDUCATION

While the category of health is the largest in-district (23% of the reported disabilities), this represents a milder level of impairment. Most of the students in this classification have been diagnosed as Attention Deficit Disorder. The education of these students can be successfully addressed in the inclusion setting.

In the elementary grades and at The Bromfield School, we have maintained the amount of staffing that has been in place the last two years. This keeps us in compliance with the state regulations regarding *maintenance of effort*. At the Hildreth preschool, the teacher's position was increased to full-time for the 2018-2019 year. This allows us to meet parent requests for a more consistent full-day program. Students on IEPs are enrolled for half or full day depending on their needs. Our typically developing peer models, who pay tuition for the program, were all enrolled for the full-day option. Special Education Teacher, Gretchen Gibbs has returned this year from her maternity leave.

Teachers and therapists are engaged both in teaching/servicing students and in doing a significant number of evaluations. Students on IEPs are re-evaluated to measure current performance levels and to ensure progress. In addition, at parent request or by school referral, the schools continue to evaluate students when a disability is suspected and to determine eligibility for special education services. The staff is very conscientious about performing these assessments in order to make certain that all students are receiving an appropriate education. There were 50 evaluations at the Hildreth Elementary School in 2017-2018. Similarly, in the same time period, Bromfield conducted 38 evaluations. Since August in District, we have already completed and convened Team meetings

on 21 evaluations, and in January 2019, 27 more are in progress.

English Language Learners

The number of students receiving ELL services in 2017-2018 increased to 23 (17 at Hildreth, and 6 at Bromfield). Primary languages for these students included— Lithuanian, Haitian-Creole, Korean, Marathi, Spanish, Russian, French, and Mandarin. Over the summer several of these students moved to other towns. Each fall, the ESL teacher screens any new students for whom English is reported not to be their first language. As a result, this fall, we have 14 students getting tutoring services from the ESL Teacher. In addition, ELL students' progress is measured by a separate standardized test each year. Based on their performance on the state mandated ACCESS test, 3 other students have achieved Former Limited English Proficient student status. This means that the students have demonstrated sufficient mastery of English in Listening, Reading, Speaking and Writing on the test and that they are no longer considered English Language Learners. These "grads" will continue to be monitored periodically by the ESL Teacher to assure their success in the classroom is maintained. Our new ELL student move-ins have added Cantonese and Swazi to the languages listed above, contributing to further diversity in the languages spoken by our students in our schools.

Respectfully submitted,

Marie T. Harrington, Ph.D.

Director of Pupil Services
Harvard Public Schools

EDUCATION

COMMUNITY EDUCATION

Community Education has been part of the Harvard Public Schools for the past 25 years. These fee-based, self-supporting programs include Spectrum, Summer Adventure, Bridges Before and After School Care, Global Child, Artist in Residence Music Lessons.

Spectrum enrichment classes are offered after school, during the summer and “staycations” during school breaks as well as teacher professional days. Programs range from art, clay, basketball, field hockey to chess, drama, cooking, and baking. Our popular First Lego® League Competition team once again took part in a competition. A recreational team providing an introduction to First Lego® League team was also offered. Circuit Lab offered Hands On Electronics and Circuit Makers 101, STEM Engineering using Lego® was offered by PlayWell TEKnologies. During vacation weeks and Teacher Professional days programs are offered from 8:30-4 p.m. which include cooking/baking activities, outdoor play, cooperative games in the gym, crafts and more. Children in grades 4 and 5 participated in the worldwide Math Olympiad program which stimulates enthusiasm for math while introducing concepts and strategies for problem solving. Courses are offered by teachers, townspeople and outside companies. A 4-week Study Skills class for grades 6-12 was very well received by both students and parents. Several sessions were filled to capacity very quickly. Programs offered during July and August range from basketball, field hockey, gymnastics, Engineering with Lego® and Incrediflix movie making classes, to Gear Up for Kindergarten and Ultimate (Frisbee™). A new, very popular addition in the summer of 2018 was a Soccer Clinic offered by the Bromfield Varsity Coaches and players. We are looking forward to offering this clinic again.

Harvard Community Education and Park & Rec teamed up again, offering summer tennis lessons for ages 4-14 through the Marcus Lewis Tennis program.



Summer Adventure is a full day program offered for 5 individual weeks. It includes drama with a play performed for parents, cooperative games, science, nature and art. Parents have the option to include swimming lessons at the pond or tennis lessons on the courts at Bromfield sponsored by Harvard Park & Rec.

The Bridges program provides supervised before and after school care for over 130 Hildreth Elementary students in kindergarten through grade 5. Bridges follows the school calendar of 180 days, provides snack, outdoor play, homework club, games, crafts as well as field trips or special activities on Early Release and Half Days. Favorite field trips are pumpkin picking, a movie at the Strand Theater or at school events like Animal Adventures and The Bubble Guy. Parents may register students for a regular schedule or as a “Drop-In” where they call ahead to reserve a spot for occasional days. Rates vary according to a student’s schedule.

Language classes are offered through Community Education by Global Child, Inc. offering Spanish, French and Chinese to students in grades K-5. Using the curriculum created by Global Child, the teachers have children experience languages through games, songs, and dance.

Our Artist-in-Residence program offers private instrument lessons for students in grades 5-12 with excellent musicians.

EDUCATION

The office of Community Education is located in the Bromfield House at 39 Massachusetts Avenue. Further information is available by calling 978-456-4118.

Respectfully submitted,

Judy Cavanaugh
Community Education Coordinator
jcavanaugh@psharvard.org

Debra Mayo
Bridges Coordinator
dmayo@psharvard.org

SCHOOL NURSE

Our mission in School Health at the Harvard Public Schools is to provide health services that assist each student to reach their full educational and physical potential. The program is dedicated to the promotion and maintenance of the health and wellness of the entire school community.

In June, we said goodbye to our wonderful nurse at Hildreth Elementary School, Jennifer Eklund. Nurse Jenny had worked at HES since 2012 and will be missed and we wish her luck in her retirement. We are happy to now have Dawn French as our nurse. She had been working part-time for several years in Harvard and we are happy to have her full-time. The Bromfield School we welcomed Sumner Reed as a part-time nurse. She works one day a week as our second nurse.

The nurses participated in several continuing education opportunities. A big focus this past year was education on substance abuse with our youth. These included the opioid crisis, marijuana use in youth, and vaping. Vaping and marijuana use in youth is a major concern everywhere and Harvard

is no exception. In November we had Dr. Kevin Hill come to speak to our school community to talk about these concerns. Thank you to the Harvard PTO for funding Dr. Hill's presentation. He is an expert on the effects of marijuana on adolescents. We have held a few discussions with the staff as well, educating them on these issues. Our main goal as always is to help students make good decisions now and in the future. We plan on continuing this initiative through 2019.

The nurses work closely with faculty members to promote health and wellness for all students. We are in the classrooms at HES to discuss topics such as handwashing and life threatening allergies. At The Bromfield School (TBS) we assist the teachers with discussions on subjects like puberty and sex education. The nurses also meet on a regular basis with the counselors and administration to discuss students that are either in crisis or are in need of assistance in some way.

The Harvard Public School's Nursing Department continues to be a recipient of the Essential School Health Grant from the Massachusetts Department of Public Health (MDPH). Harvard is partnered with the Hudson Public Schools. The grant funds are used each year for equipment, education, or staffing. This year we have used the funds to purchase privacy curtains at HES and assist us with our mandated health screenings.

At HES and TBS the nurses see students and staff members in the health office for a variety of different reasons. These include health, injury, and psychosocial issues to name a few. In 2018 there were:

School	Students	Staff	Total
HES	2,648	45	2,693
Bromfield	5,178	97	5,275
Total	7,826	142	7,968

EDUCATION

The MDPH mandates that health screenings be done at specific grade levels. Though some parents opt to have them done through their primary care provider, most students have the screenings done in school.

<u>Screening</u>	<u>Grades</u>	<u># Of Students</u>
Vision	Pre-K – 5 th , 7 th , 10 th	683
Hearing	K – 3 rd , 7 th , 10 th	522
BMI/Growth (height and weight)	1 st , 4 th , 7 th , and 10 th	348
Postural	5 th – 9 th	421
Dental	K, 2, 4 (not mandatory)	98

The nursing staff develops Individual Health Care Plans (IHCP) with the parents and faculty for students who have specialized health care plans in the school. At this time, we have over 120 children with IHCP's in the district.

We will continue to assist the students of the Harvard Public Schools to reach their full educational and physical potential by promoting good health and safety practices. I appreciate all the support that we receive from the staff and the community and look forward to the challenges of the upcoming year.

Respectfully submitted,

Colleen Nigzus,
RN, MSN
Nurse Leader
Harvard Public Schools



MONTACHUSETT REGIONAL TECHNICAL SCHOOL

Schools across North Central Massachusetts are filled with eager students, talented educators and supportive administrators, all working together toward common goals: student achievement and academic excellence. While students and teachers at Monty Tech work together toward these goals daily, they also strive to achieve vocational- technical proficiency, assuring our graduates have a choice when they graduate: to pursue college or a career or both. As college costs continue to rise, and the need for qualified tradespeople is expanding across our region, having this choice is becoming increasingly important. Preparing our students to make this choice is a privilege, and so we remain committed to providing the best possible educational programs for our students.

Monty Tech academic programs are effectively serving students at all levels, as indicated on the most recent MCAS scores: 95% of students earned Advanced or Proficient scores in ELA, 85% earned Advanced or Proficient scores in mathematics, and 82% earned Advanced or Proficient scores in Biology. Student performance on this exam met or exceeded state-determined targets in every subgroup. Teachers continue to refine curriculum, incorporate new instructional strategies, and challenge every student to reach new levels, and we couldn't be prouder of the results.

School leaders also closely monitor each of the school's 21 vocational programs, to ensure they align with current industry standards, and that they continue to prepare students for entry-level careers in their chosen field.

EDUCATION

Whether it means purchasing new equipment, incorporating new certifications or credentials into the curriculum, or seeking new educational partners, vocational instructors and school leaders work collaboratively to ensure vocational programs at Monty Tech are among the most comprehensive, current, and innovative programs across the Commonwealth.

The 2017-2018 school year was marked by countless reasons to celebrate our students and staff, who consistently demonstrate vocational excellence and innovation.

Students and instructors in our Carpentry, Electrical, Plumbing, Masonry, HVAC and Property Maintenance, and Cabinetmaking trades completed a two-year long project – a 7,500 sq. ft. building, now home to the school's newest vocational program, Veterinary Science. This project was funded entirely by private sector donations, gifts, local, state and federal grants, and in-kind support in the form of donated materials and labor, and deep discounts on building materials and supplies. School officials raised an unprecedented \$2.6M to support the establishment of the Monty Tech Veterinary Science program - a tremendous accomplishment that reflects the support our community continues to provide our students, faculty and staff.

The Monty Tech Veterinary Clinic is not the only new and exciting opportunity available to our students. The school was recently awarded a \$500,000 Skills Capital Grant, to improve the Engineering Technology, Electrical, and CAD/Drafting & Design programs.

This generous grant has allowed instructors to create two innovative learning spaces, intended to replicate working and learning environments maintained by industry leaders in advanced manufacturing and automation. Using this new equipment, students will prepare to become manufacturing technicians, robotics technicians,

automation technicians, moldmakers, and CNC machinists at local corporations, filling the existing skills gap across these industries.

While students and instructors across the school continue to demonstrate creativity, innovation, and leadership, school leaders continue to keep an eye on emerging trends in vocational education. As we prepare these talented students to make important life choices, we are reminded that in the end, the choice is theirs to make: college or career or both. It is our job to support their aspirations and to educate and train them to achieve at the highest possible level. On behalf of our talented educators and administrators, who remain focused on delivering the highest quality academic and vocational-technical education possible, I am delighted to present the District's 2017-2018 annual report to you, providing a snapshot of the wonderful experiences happening on a day-to-day basis here at Monty Tech.

To view the entire report visit:

www.monty-tech.net.

Respectfully submitted,

Sheila M. Harrity, Ed.D.
Superintendent-Director



LIBRARY AND THE ARTS

LIBRARY DEPARTMENT

There is not such a cradle of democracy upon the earth as the Free Public Library, this republic of letters, where neither rank, office nor wealth receives the slightest consideration.

Andrew Carnegie

It is more than a century since Scottish immigrant and philanthropist Andrew Carnegie funded the building of some 2,500 libraries, so strong was his belief in the institution. Carnegie believed libraries were places where people could educate and lift themselves stating “A library outranks any other one thing a community can do to benefit its people. It is a never failing spring in the desert.”

One hundred years later that core mission of the public library remains the same. No longer simply a “house of books”, the modern public library affords visitors a place for self-directed or guided learning through a wide array of physical resources and online media, a community shared space for engagement in civic discourse, spaces for entertainment, relaxation, or meeting friends, and a staff of professional librarians dedicated to helping patrons navigate the many options and opportunities a library offers.

In 2018 Harvard Public Library (HPL) entered its second decade in the “new” facility at 4 Pond Road. The success of this building project has been witnessed year after year in our ability to expand programs and grow services in sync with the constant demands of a world changed by technology. This year, through the support of a generous grant from the Further Forward Foundation, we introduced STEAM (science, technology, engineering, art and math) programming for our patrons. At our monthly Teen Maker Space events middle and high school students work with green screen photography, button makers, 3-D doodle pens and software and

printers for digitizing photographs. The monthly GraviTrax challenge offers younger students the opportunity to work in teams to design and build marble runs experimenting with gravity, magnetism and kinetics. A Family Maker Night series, started in late 2018, offers parents and children the opportunity to learn (and play!) together. In conjunction with the non-traditional collection (which now includes 4 ukuleles), monthly programs for novice ukulele musicians were introduced. Sensory playtime for preschoolers, offered monthly on Saturday mornings, has received rave reviews and overwhelming participation. This program offers sensory “stations” with things to smell, touch, see, and hear in an interactive program that is designed to encourage sensory exploration for young children

At the same time as programming was expanded, traditional core services were delivered in record numbers. During FY18 the library welcomed 101,246 patron visits; we circulated 130,857 items; answered 9,227 reference questions; borrowed 14,770 items from other libraries for our residents through inter-library loan; and sent 8,394 items to other libraries. Our children’s staff held 311 programs attended by 7,991 children and caregivers; 46 teen programs were held attended by 518 teens; and we hosted 82 adult programs attended by 3,285 adults. The pervasiveness of technology and personal devices in FY18 resulted in a 91% increase in the circulation of eAudios to 6,541 and a 34% decrease in audiobooks on CD to 4,549 checkouts (new cars rarely have CD players these days!). The increase in the popularity of eAudios seen with our patrons is similarly reflected at libraries across the country. Circulation of eBooks grew in FY18 by 10% to 7,818.

LIBRARY AND THE ARTS

Our collaboration with the Bromfield School and Hildreth Elementary School continued this year with more teachers bringing classes to the library during the school day for students to do research and to learn the skills needed to make the best use of the resources available. The seventh and eighth grade Independent Reading Program has become a key collaboration between HPL's reference and teen staff, the Bromfield school librarian, and the middle school's English department. Preparatory work goes on throughout the summer months so that each school year starts with everyone in sync to provide the best learning experience for students. By next year, every Bromfield student in grades 7-12 will have participated in the program which brings the classes to the library each month throughout the school year. All students will have received an HPL library card through the program ensuring every student will be able to access all of our resource databases and any of our electronic materials while in the library or remotely from home, or school.



Libraries Rock! was the theme of the 2018 Summer Reading program. Every class from HES visited the library just prior to summer recess to meet the librarians, receive summer reading program materials and learn the software used to record summer reading metrics. Our annual Ice Cream Social celebrated the start of summer reading which this year saw 462 children participate tallying a remarkable 7,480 hours of reading! 89 of our summer readers earned bookplates to place in a book of their choice for having logged over 30 hours of reading each. In keeping with the development of STEAM programming the children's summer programs included the Museum of Science's Night Sky program, Mike the Bubble Man, North American Birds of Prey, a Magic show with Mike Bent, and Frozen Balloon art.

In September the staff and trustees began work on a new strategic plan to guide the further development of programs and services for the next 5 years. Feedback for the town-wide survey applauded the achievements of the goals in the previous plan with clear appreciation for the professionalism and friendliness of the library staff. Kudos go to the Reference staff headed by Lisa Gagnon with assistance from Constance McCormack and Teen Librarian Jill Hayes; to the Children's staff led by Abby Kingsbury assisted by Jennifer MacMillan, Celeste Kozlowski and Audrey Alenson; to the Circulation staff headed by Kristeen Bolduc with assistants Catherine Chaisson, Megan Balbresky, and Jennifer Holmes, and to Technical Services librarian Susan Andrews. Every member of the library staff is a positive contributor and valued team member!

Each year HPL benefits from a long list of volunteers and organizations who come forward to assist in all sorts of ways. Whether a one-time contribution or a continuing effort, the work these people do benefits the library and the community in immeasurable ways. Special thanks goes to our Book Club leaders Elsie Shut (Great Books) and Susan Hardy (Brown Bag Book Club) who stepped up again this year to ensure the continuation of these wonderful programs; to Friends of the Arts members Joan Eliyesil and Judy Wong who coordinate the Friends of the Arts concert series; to recycling volunteer Joe Schmidt who keeps the library's recycling effort on track with his regular trips to the transfer station; and to the always vigilant and forever helpful Pete Jackson who keeps a watchful eye on the facility. Each year the Friends of the Harvard Public Library (FOHPL), led by Chris Frechette in 2018, hold their annual membership drive and Book Sale to raise the funds that underwrite the library's museum pass program, the Books @ Home delivery service for homebound patrons, the Friends of the Arts concert series, and the library's Summer Reading Program.

LIBRARY AND THE ARTS

So much of what we can offer our patrons is due to the dedicated efforts of the Friends. The Garden Club of Harvard keeps the library front desk graciously adorned with fresh floral arrangements each week, keeps check on the library gardens, and contributes new books to our gardening collection each year. We are grateful to each person, group, and organization that offered us support this year.

A final thank you to the Trustees of the Harvard Public Library who were chaired this year by Gail Coolidge for the first half of 2018, followed by Davida Bagatelle for the second half of the year. Your commitment and support make our shared vision for the library's present and future a joy to carry out.

Respectfully submitted,

Mary C. Wilson
Library Director

LIBRARY TRUSTEES

If in 2018 you were one of the nearly 6000 library card holders, engaged in any of the 272,000 transactions at the Circulation Desk, or were one of the 3300 attendees to adult programs or 8000 joining in the Children's Programs, it is hard to imagine that when Harvard was incorporated in 1732 there was no free public library. And while over time social libraries began housing *donated* books, it wasn't until 1856 that the Harvard's Social Library offered to donate its books to a free public library. At that time, the only condition was that the town agree to vote a \$100 annual budget to support the library. The town voted in support and the Harvard Public Library was created. It was opened only one day a week on Thursday afternoon and evening, but had no "permanent" home until June 1887, when the library building opened at 7 Fairbanks Street.

On April 7, 2007, The Harvard Public Library opened the doors to its new home at 4 Pond Road in the impeccably restored, historic Bromfield School building. It is the one public building in town that not only offers library and technology support services, but a myriad of programs all day to any and all residents of Harvard or visiting patrons. It is opened 50 hours from September-June, and 44 hours in July and August. Sources for the annual funding for the library's operating expenses comes from Harvard's budget (the FY2019 allocation is just over \$603K or 2.3% of the total town budget), Library Expendable Trust Funds, which are held and transferred by the town to the library's operating budget (~\$5K annually), and State Aid To Libraries (~\$7-\$8K annually, dependent upon the State revenues).

However, these funding sources alone would never cover the costs of additional material offerings, programs, and services the patrons of the Harvard Public Library have come to appreciate and expect. The library also receives a significant amount of funding for building improvements and programming from The HPL Trust, Inc, which budgets between 4-5% of its holdings to library improvements, programs, etc. Generous public donations made to the HPL Trust, Inc's annual appeal helps offset the costs for opening on Fridays 10am-2pm during the school year. The fundraising activities of the FOHPL also provide ~\$20K for museum passes, children's programming, and music programs. And recently, annual grants of ~\$5K have been used to purchase AV resources and support maker space technology.

LIBRARY AND THE ARTS

It is because of the hard work of Director Mary Wilson, her library staff, the pages, the Board of Trustees, the HPL Trust, Inc, and HPL Friends/Friends of the Arts, and the support of our library patrons that we can celebrate the many success of 2018. The culture of collaboration and innovation has resulted in the HPL offering numerous unique and varied children's and teen programs, book groups, movie days/nights, and technology days throughout the year. Young adult and children's program attendance continues to climb steadily, with over 8500 young patrons participating in free events in 2018. Adult programs (sponsored by both the HPL and other town groups and organizations) had the highest attendance recorded in 2018 with nearly 3300 adults enjoying a day, evening /or weekend program.

Additionally, Winter 2018 brought three, sold out concerts, a book talk by King Arthur baker Martin Philip, and the ever popular BloomNArt, a collaboration between the Harvard Public Library, The Bromfield School Art Department, and The Garden Club.



ArtNBloom: Tommy Nigzus, Digital Photography;
Mary Maxwell, Floral Arrangement



During the Spring of 2018, Volunteers Hall was nearly filled to capacity for the Harvard Friends of the Arts' Radio Play, the Friends of the HPL Book Sale took place, and children and adult programs continued to be offered weekly. The Summer of '18 started with the Ice Cream Social and kickoff to the Summer Reading Program and the myriad of activities that go along with this annual event. And in the final months of the year Garnet Rogers played to a full house, Danno Sullivan gave ukulele lessons, and a Family Makers Night delighted those who came out.

In early January of 2019, an episode of Ira Glass' *This American Life* focused on libraries and was titled "*The Room of Requirement*." This is the room in the *Harry Potter* series that "only appears when a person had real need of it – and always comes equipped for the seeker's purpose" (www.pottermore.com). Glass defined the library as a place to come not only to find books or seek answers, to sit quietly to read/work or to meet with others, **but** a place to come and be open to

LIBRARY AND THE ARTS

surprises and to expect the unexpected. And based on your responses to the Long Range Planning Survey this past December, this is what you have come to know your Harvard Public Library to be, a *Room of Requirement*. 46% of respondents visit the library 1 or more times a week. While just about half of our visitors come for “a specific resource,” all but a few who completed the survey also come to the library to “browse for something interesting or see what is new.” 75% view the library as a “resource for lifelong learning”, and nearly half reported coming to the library for lectures, events and programs in Volunteers Hall. In response to the question, “What do you like most about the library?” this word cloud provides a clear visual image of what our patrons value (the larger the text, the more frequently the unsolicited comment appeared in the survey):

More importantly, your responses and comments provided the information that was key to helping the Committee develop a focus for the new 5 Year Long Range Plan. In general, patrons advocated for the steady stewardship of existing resources with an eye on expanding digital resources and space for the various high interest needs and activities. Three goals clearly emerged:

1. Upgrade equipment, technology, and wifi capacity to serve the needs of an increasingly digital and mobile population;
2. Study and plan for the reallocation/expansion of library space to meet the changing demographic and technical needs of the patrons; and
3. Digitize and catalogue historical collections to both preserve and provide greater access

We thank the community and our patrons for participating in the 2018 Long Range Planning Survey, and from your comments one thing is certain. In 2019 and beyond, The Harvard Public

Library will continue to strive to remain for you and your family “... *the hub of Harvard... the beating heart of our town... community treasure that makes (the) experience living in Harvard richer...an important center of community gathering, learning and education.*

*I'm drawn to that sorta library magic
Whisperin' through the dusty aisles
Watchin' all the thinkers read...*

Lyrics from the song “*Library Magic*”:
The Head and the Heart

Respectfully, Submitted,

David Bagatelle

Chair of the Harvard Public Library Trustees



Annual Book Sale in Volunteers Hall

HEALTH AND HUMAN SERVICES

BOARD OF HEALTH

The members of the Harvard Board of Health would like to thank all those who took the time to participate in the interesting and diverse discussions over the past year; their insight and expertise is appreciated. We would also like to express our gratitude for the technical expertise provided by the staff of the Nashoba Associated Boards of Health and by Ira Grossman in particular. The Board would also like to thank our clerk, Alison Flynn, for the support, administration, and organization.

The Board of Health achieved several goals in 2018.

1. Outreach/education to the town on tick-borne disease. The Board of Health distributed tick removal spoons and information on ticks and disease at Annual Town Meeting, the Townwide Cleanup and the Garden Club Plant Sale. The Board also invited Larry Dapsis, Deer Tick Project Coordinator and Entomologist in Barnstable County, to give a talk on tick control and disease in May. The video of the talk is available on the Board of Health website. The talk was co-sponsored by the Conservation Commission, the Harvard Conservation Trust and the Nashua River Watershed Association.



Residents participate in the Town wide cleanup

2. Adopted regulations on long septic lines.
3. Adopted well regulations to protect primary drinking water wells from dual use technologies.
4. Collaborated with the Conservation Commission, the Bare Hill Pond Watershed Management Committee, and the Water and Sewer Commission to explain the threat of installing a synthetic turf field on Pond Road adjacent to the Town's public water supply.
5. Clerk Alison Flynn worked with waste haulers to ensure they understand and comply with Harvard's waste hauler regulations (requiring haulers to provide both recycling and waste collection). Eight waste haulers were permitted to work in town in 2018.
6. Continued to add new information to the Board of Health website, and worked to increase communications to town residents, including during April's public health week.

Permits issued/reviewed by the Board in 2018:

Emergency Beaver permits for DPW	3
Septic permits	43
Stable permits	30
Title 5 reports	84
Waste hauler permits	8
Well permits	25



HEALTH AND HUMAN SERVICES

Other activities included:

- The Board granted one Community Septic Loan to a resident to pay for septic system repairs in 2018.
- The Board members and Clerk stayed up to date with MA emergency preparedness systems, participating in two Emergency Dispensing Site drills, and testing the public health emergency call down system once a quarter.
- The Board identified a possible grant source for a tick education resource person, who would be shared among the NAHB member towns. The BoH is working with NABH on the feasibility of developing a proposal in 2019.

In 2018, the Board of Health held 25 meetings; attended three Select Board, two Conservation Commission, and two All Boards meetings. Members also participated in the Department of Public Health quarterly webinars and the Nashoba Associated Boards of Health quarterly meetings. The Board worked with the Animal Control Officer, the Bare Hill Pond Watershed Management Committee, the Conservation Commission, the Department of Public Works, the Emergency Management Team, the Municipal Vulnerabilities Preparedness Committee, the Planning Board, the Select Board and the Water and Sewer Commission.

2018 also saw Board of Health members acting as representatives on other committees.

- Libby Levison and Tom Philippou: Members of the Transfer Station Committee; worked with Tim Kilhart (DPW), and Ken Swanton and Stu Sklar (Select Board), to develop a proposal and implementation plan for Harvard to adopt the Save Money and Reduce Trash (SMART) strategy. Thirteen meetings.
- Sharon McCarthy: Board member on the Municipal Vulnerabilities Preparedness Committee. Seven meetings.
- Sharon McCarthy: Board member attending the Land Use Board meetings. Four meetings.

In addition, Board members:

- Attended the talk: **A Dose of Reality: The Pharmacist's Role in Pain Management and Addiction (January)**.
- Continued to work with the Middlesex Task Force on Tick-Borne Diseases to discuss how communities can share resources to combat tick-borne diseases.
- Attended a forum on “Medical and Recreational Marijuana Forum for Boards of Health” (March).
- Participated in the MA DPH “Achieving Health Equity at the Local Level” workshop (April).
- Presented at the “Environmental Action in Harvard” forum (May).
- Worked with MA Emergency Management to inventory our emergency preparedness equipment.
- Alison Flynn attended the Coalition for Local Public Health *Orientation to Local Public Health in Massachusetts* (June).
- Alison Flynn completed ten courses at the Institute of Local Public Health and obtained a Public Health Core Certificate.
- Advertised and volunteered at the regional Recycle Your Reusables event (October) in Shirley and at three Repair Cafes in Bolton (January, May, September).
- Attended the talk “Marijuana, Vaping, and our Youth: What you should know” organized by The Bromfield School (November).

HEALTH AND HUMAN SERVICES

- Attended the Massachusetts Association of Health Boards Certificate program (November).
- Participated in the "Second Annual statewide tick-borne disease symposium" at UMASS Amherst (November).

The Board of Health continues to address issues related to public health and the environment, including, but not limited to: disease out-break and prevention, a safe Town beach, protecting ground water from contamination, ensuring an adequate supply of clean and safe drinking water, food safety, emergency planning, changes to Title 5, and the progress and function of installed innovative technology system designs, as well as traditional septic systems.

2019 reminders from the Board.

- Water quality is always important; have you had your well-water tested recently?
- The Community Septic Management Program still has funds available at a very low, 2% interest rate, for qualified residents considering septic system or sewer repairs.
- Protect yourself from mosquito- and tick-borne diseases. Reduce your risk by avoiding outdoor activities at dawn and dusk, wearing barrier clothing (long-sleeved shirts and full-length pants), use repellants such as DEET and permethrin on clothing, do daily tick checks, and eliminate sources of standing water in your yard. Resource materials, including recent research, are available at the Board of Health office and through links on our website.
- If you find a tick, you can have it tested to see if it is carrying a disease by sending it to the UMass Laboratory of Medical Zoology: www.tickreport.com. Results are provided in three business days. We encourage you to

check out their online community for additional resources.

- Protect your pet! Look for the Nashoba Associated Boards of Health annual rabies clinic for dogs and cats, and be sure your pet has flea and tick protection.
- Protect yourself from influenza: get an annual flu shot (and pneumonia vaccine, if indicated) from your health care provider.

We encourage you to visit our web site periodically for new and useful information. Be sure to sign up for messages from the Board as well as Emergency messages from the Town's emergency message system (Blackboard connect). The Board welcomes your input and suggestions. Consider attending some of our meetings and look for upcoming lectures.

Respectfully submitted,
Libby Levison MPH, PhD, Chair
Sharon McCarthy PhD,
Thomas Philippou RPh, EMT-B

NASHOBA ASSOCIATED BOARDS OF HEALTH

Nashoba Associated Boards of Health continues to serve the local Board of Health in meeting the challenges of environmental and public health needs in **Harvard**. In addition to the day to day public health work we conduct for Harvard we also provide the following services.

- Maintaining Nashoba's internet web site to provide information for the public. (See nashoba.org)
- Response to health related impacts of beavers through coordination with the local Board of Health in the issuance of the necessary permits.
- Response to state mandated changes in regulations requiring more frequent beach sampling through sample collection, submittal for analysis, and follow-up when results were obtained.

HEALTH AND HUMAN SERVICES

We look forward to continuing our work with **Harvard's Board of Health**. Included in highlights of 2018 are the following:

- Through membership in the Association, Harvard benefited from the services of Nashoba staff including: **Registered Sanitarians, Certified Health Officers, Registered Nurses, Registered Physical & Occupational Therapists, Licensed Social Workers, Nutritionists, Certified Home Health Aides, and Registered Dental Hygienists.**
- Reviewed **82** Title 5 state mandated private Septic System Inspections for **Harvard** Board of Health. Received, reviewed, and filed these state mandated Title 5 inspections. Corresponded with inspectors regarding deficiencies; referred deficient inspections to Harvard Board of Health for enforcement action.

By the **Harvard** Board of Health's continued participation in the **Association** you can shape your future local public health programs and share in the benefits of quality service at a reasonable cost!

Environmental Health Department

Environmental Information Responses

Harvard Office (days) - 82

The Nashoba sanitarian is available for the public twice a week at the Harvard Board of Health Office.

Food Service Licenses & Inspections - 12

Nashoba annually mails out and receives application from both restaurants and retail food businesses. Licenses are renewed for existing facilities. Plans are submitted and reviewed prior to initial licensing. All licensees are inspected using an at risk inspection method. Where deficiencies are found, a re-inspection is scheduled to insure compliance. When a complaint from the public is received an inspection

is also conducted. During this inspection health factors of food handlers is also investigated, and where appropriate medical consultation and laboratory testing may be required.

Beach/Camp Inspections - 16

Camps are inspected at least annually at opening for compliance with State Sanitary Code, Chapter IV, 105CMR430.00. Public swimming beaches are sampled for water quality every other week during the summer and more often if a problem is suspected.

Housing & Nuisance Investigations - 6

Nashoba, as agent for the Harvard Board of Health, inspects dwellings for conformance with State Sanitary Code, 105 CMR 410.00, issues orders for correction, and re-inspect for compliance. Similarly, complaints from residents concerning unsanitary conditions or pollution events are investigated.

Septic System Test Applications - 34

Applications from residents proposing to build or upgrade a septic system are accepted, a file created, and testing dates are coordinated with the applicants engineer.

Septic System Lot Tests – 102

Nashoba sanitarian witnesses soil evaluations, deep hole tests, and, usually on a separate date, percolation tests conducted by the applicant's engineer which serve as the basis of the design of the septic system.

Septic System Plan Applications - 38

Detailed plans created by engineers hired by residents proposing to build or upgrade a septic system are received, filed, and routed to the Nashoba sanitarian for review.

Septic System Plan Reviews – 48

Engineered plans are reviewed according to state code, Title 5, and local Board of Health regulations and review forms are created and sent to engineer for revision. Subsequent re-submittals by the engineer are also reviewed.

HEALTH AND HUMAN SERVICES

Septic System Permit Applications

(new lots) - 12

(upgrades) - 27

Applicants' approved plan submittal and Board of Health requirements are incorporated into a permit to construct the septic system.

Septic System Inspections – 35

Nashoba Sanitarian is called to construction site at various phases of construction to witness & verify that system is built according to plans.

Septic System Consultations – 15

During all phases of application, design, and construction the Nashoba Sanitarian is called upon for legal details and interpretation.

Well Permits – 24

Water Quality/Well Consultations – 28

Private wells are regulated solely by local Board of Health regulations. The Nashoba Sanitarian assist the BOH by reviewing well plans, securing well water samples, and interpreting water quality test results.

Rabies Clinics - Animals Immunized - 8

Nashoba arranges for local clinics with cooperating veterinarians, arranging for dates and location, placing ads in local newspapers, and sending home flyers through local schools. In addition, since the recent raccoon rabies epizootic Nashoba has arranged for delivery of over 500 animal specimens to the State lab in Boston for analysis and has counseled possible exposure victims to seek medical assistance.



Nashoba Nursing Service & Hospice

Nursing Visits - 627

Nashoba's Certified Home Health Registered Nurses visits provide skilled services to patients in their home under physician's orders. These services include assessment of physical, psychological, and nutritional needs. Skills include teaching/supervision of medications, wound care, ostomy care, IV therapy on a 24 hour basis, catheter care, case management and referral to other services as needed.

Home Health Aide Visits - 44

Nashoba's Certified Home Care Aides provide assistance with daily activities of daily living including bathing dressing, exercises and meal preparation.

Rehabilitative Therapy Visit - 287

Nashoba Therapists provide skilled physical, occupational, speech, and dietary therapeutic interventions through assessment, treatment and education. Their integration of client, caregiver, and medical outcomes aims at attaining maximum functional dependence.

Medical Social Service Visits - 7

Nashoba Social Workers provide short-term assistance to patients at home for counseling and referral to community resources.

Hospice Volunteer and Spiritual Care Visits – 13

Nashoba's Volunteers and Clergy provide patients with emotional and spiritual support, companionship and guidance.

HEALTH AND HUMAN SERVICES

Community Health Nursing

Nashoba's Community Health Nursing program provides an essential public health service to its member communities guided by the American Nurses Association (ANA) 16 Standards of Public Nursing Practice.

Our staff serves as a resource to the community, addressing questions and concerns from the public on a variety of health and safety issues (immunizations, head lice, chronic disease management, safe drug/sharps disposal etc.) in a variety of ways.

- We conduct regular well-being clinics for health assessment, screenings and education to all, especially the underserved and at-risk populations.
- We report and investigate communicable diseases to formulate and implement control guidelines and strategies that protect the health of individual and the community at large (mandated by the Massachusetts Department of Public Health).
- We make well-being visits to assess needs, coordinate appropriate care and services and provide case management as needed (health promotion).
- We provide public health education.
- We address psych-social issues that may impact general health and safety (i.e. hoarding).
- We are available to collaborate with all municipal staff to address public health nursing questions, work closely with Councils on Aging to assist elders in the communities and are available for consultation with school nurses caring for children and families. The nursing staff also works with the Sanitarian for your community, as needed, to address issues of unhealthy living conditions.

Listed below is summary of the activities of the Community Health Nursing program.

Nashoba conducted 12 public clinics/programs in your community; those clinics offered your citizens: blood pressure screening, flu shots and an opportunity to consult with the nurse to address questions.

In addition the school based flu clinic provided an opportunity for the Board to practice their emergency plans

Our staff conducted 14 health promotion/well-being visits in your communities.

We administered 105 flu shots through our annual clinics.

Nashoba reviewed, investigated and reported on the following cases of communicable diseases from your community. Though the daily reporting and investigating work is not always visible it is vital to protect the public from the spread of disease.

Investigated - 79

Confirmed - 41

Communicable Disease Number of Cases:

•	Anaplasmosis	10
•	Babesiosis	2
•	Campylobacter	2
•	Giardia	2
•	Group A Strep	1
•	Group B Strep	1
•	Influenza	23

Dental Health Department

Examination, Cleaning & Fluoride - Grades K, 2 & 4
Nashoba's Registered Dental Hygienists, operating out of the school nurse's office and records, provide these services to those children whose parents have given written consent: Students Eligible – 218
Students Participating – 122, Referred to Dentist - 7

HEALTH AND HUMAN SERVICES

Instruction - Grades K, 1 & 5

Nashoba's Registered Dental Hygienists also provide classroom instruction of cleaning and maintaining health teeth to all children in these grades. **Number of Programs - 8**

Submitted,

James Garreffo, Nashoba Boards of Health

COUNCIL ON AGING

The mission of the Council on Aging is to enhance the lives of Harvard residents age 60 and above. The Council identifies and addresses the ongoing social, recreational, educational, vocational, financial, transportation and therapeutic needs of Harvard's senior population. This is accomplished through program development, advocacy, legislative awareness and involvement, and community linkages.

As of December, 2018, the number of seniors in Harvard was 1,682, more than 28 percent of the total town population of 5,973. The COA Board of Directors, staff, and volunteers continue to offer as many services as possible within our budget constraints. Our records indicate that close to half of the senior population used programs and/or services through the COA at one time or another during the year.

The Council on Aging has five employees: a director (full-time), two outreach coordinators (19 hours per week), a program coordinator (12 hours per week), and an administrative assistant/dispatcher (19 hours per week). The COA director is a licensed social worker tasked with monitoring the needs of town seniors. The outreach coordinators identify individual needs, make home visits, provide assistance to frail elders, and assist families in staying connected. The director and one outreach coordinator are funded through the town budget; the second

outreach coordinator and program coordinator are funded partly through the town and partly through a grant from the state's Executive Office of Elder Affairs. The administrative assistant/dispatcher's pay is reimbursed by MART for 14 hours, with the other 5 hours paid by the town. The town provides no funding for programs.

COA offers a wide range of programs for physical, social, and intellectual well-being. Some programs speak to the needs of elders such as computer support, medical and social transportation through our MART van, physical fitness classes, issues of financial wellbeing, and classes in particular activities. Social events such as weekly congregate meals, day trips, intergenerational activities, clubs and holiday events enhance the quality of life, especially for isolated seniors and allow outreach personnel to monitor individual needs. Guest speakers address the needs of seniors, their family members, or both. Hildreth House, up the hill from Town Hall, is the town's senior center. The COA advertises its programs and services through our monthly newsletter, the local newspaper, Facebook, and email blast, the local town list-serve, and the local cable-access channel.



HEALTH AND HUMAN SERVICES

The COA enjoys good relations with town schools and committees, town groups including the Woman's Club, Garden Club, Farmer's Market, Farm to Friend (including Soup for Seniors), Harvard Family Association, Girl Scouts, Boy Scouts, Lions Club, Harvard Artisan's Gallery Show and Sale, and local businesses. Many town groups make generous donations that allow us to continue special meals, events, and programs. Harvard's local churches, Holy Trinity Parish, the Congregational Church and the Unitarian Universalist Church, as well as the Harvard Public Library, donate use of their spaces when COA programs are too large to accommodate at Hildreth House. Harvard's youth support COA's activities through community hours for their mandatory service projects, through the National Honor Society, and through Scouting. The Harvard Help volunteer program facilitates transportation for seniors when the MART van cannot accommodate their needs.

Respectfully submitted,

COA Board of Directors:

Beth Williams & Cathy Walker, co-chairwomen

Bruce Dolimount, treasurer

Members: Deb Thomson, Guy Oliva,

Fran Maiore, Carl Sciple Victoria Hayao, and

Carol Lee Tonge. Alternate member/recorder,

Connie Larrabee

COA Staff:

Deborah Thompson, MS, LSW, Director

Maria Holland, Outreach Coordinator

Charlotte Winchell, Outreach Coordinator,
LCSW

Cathy Walker, Administrative

Assistant/Dispatcher

Pete Dumont, Program Coordinator



FRIENDS OF THE HARVARD COA

The Friends of the Harvard Council on Aging (FCOA) is the fundraising arm of the COA. It is a 501(3)(c) organization, allowing any donations made to the Friends to be tax-deductible. FCOA provides funding for the monthly newsletter and offers support for programing and miscellaneous projects at Hildreth House.

Friends Board of Directors: Ginger Quarles, chair,
Sharon Briggs, treasurer

Willie Wickman, Pat Jennings, Heidi Siegrist, Pat
Cooper, and Mina Femino

Both the COA and FCOA welcome any Harvard resident who might be interested in serving the town by focusing on the needs of its seniors.



HEALTH AND HUMAN SERVICES

ELDERLY & DISABLED TAXATION AID COMMITTEE

In 2018 generous Harvard residents donated enough money to fund \$9,000 in property taxes for the residents who qualified for assistance from the Elderly and Disabled Tax Aid Fund. The donations went directly to the Town Treasurer to defray part of these residents' property taxes. Names of contributors, applicants, and recipients are always kept confidential.

Fundraising appeals are included with real estate and excise tax bills. All contributions are tax deductible. 2018 contributions were considerably less than previous years. 2017 contributions were \$15,000. Although the committee was able to defray substantial costs for applicants this year, the committee has in the past requested and received help from a trust fund set up to assist the town's elderly population.

A big "THANK YOU" to the generous 2018 contributors and those who are planning to contribute in 2019.

Amy Haley, Treasurer
Town of Harvard

Barbara Kemp, resident member

Marie Sobalvarro, resident member

Ann Taylor, resident member and chair

Debbie Thompson
Director, Council on Aging

VETERANS AGENT

\$32,259 paid out to MGL Chapter 115 benefits from January 2018 through December 2018, up \$16,749 from 2017 benefits.

Forty-six (46) monthly veteran benefit checks were written in support of MGL Chapter 115.

Six veterans and or families of veterans were assisted into the VA healthcare system.

Nine veterans were assisted with applications and support into VA for disability claims. Three of those veterans have been awarded disability compensation.

Thank you,

Mike Detillion
Harvard VSO



Thank you
FOR YOUR SUPPORT

PUBLIC WORKS

DEPARTMENT OF PUBLIC WORKS

The DPW has had a very busy and productive year. This report summarizes a list of accomplishments for which the DPW is proud to have provided to the residents of Harvard.

Highway Department

- Replaced and extended culvert pipe across Pond Rd. above town well site to protect town well head area
- Milled and paved Pond Rd. from Warren Ave. down to the beach boat ramp
- Paved section of Brown Rd. on the Bolton Rd. side of Rt. 495
- Crack sealed 12 roads through town totaling 9.3 miles of work completed
- Did a 20% crumb rubber surface application on entire length of Stow Rd.
- Began installing new signage and removing illegal signage to bring the town into compliance with the Manual of Uniform Traffic Control Devices (MUTCD) in cooperation with the Police Chief
- Painted all traffic lines and crosswalks on public roadways
- Cut back vegetation on all public roadways
- Dealt with beaver issues around town including cleaning deceivers, drains and culverts which also included hiring a licensed trapper when necessary
- Continued cleaning out catch basins in town
- Continued expanding building maintenance program for all town buildings except for the schools
- Cut down over 55 dead or dangerous trees along the roadways and removed many hanging tree limbs from winter storms in March in

- cooperation with the Tree Warden and Conservation Commission
- Cut low hanging branches along roadways that affect plowing operations
- Cleaned out various ditch lines and corrected water drainage issues throughout town
- Built and repaired catch basins
- Issued 25 driveway permits
- Mowed and weedwacked fields, parks, town common areas, around buildings and school facilities
- Mowed conservation areas
- Cleaned up leaf debris in the fall
- Set up and took down fencing, barricades, traffic cones and put out trash barrels for several events during the year
- Began servicing police, fire and ambulance vehicles in addition to DPW vehicles

Cemetery Department

- Operated and maintained 3 cemeteries
- Scheduled and performed many funerals during the year
- Loamed and seeded grave sites as necessary

Pond Committee

- Maintained and cleaned stormwater detention basins and tank vaults
- DPW ran Bare Hill Pond pump station to manage winter drawdown and then the re-filling of the pond

DPW Garage

- Replaced float control unit in tight tank
- Replaced pump motor, piping and wiring in Ryan's Field well

PUBLIC WORKS

Water Department

- Completed MPA analysis testing for well 02G as required by MassDEP
- Completed asset management plan for water infrastructure with assistance of RCAP group through a grant obtained at no cost to the town and then submitted it to MassDEP as required
- Sanded and painted well heads for well 02G and 05G as recommended by MassDEP
- Completed a system wide hydrant flushing program in the fall
- Read water meter's quarterly
- Hired consultant to test all back flow devices in town as required by MassDEP
- Repaired water main leak in parking lot behind Hildreth Elementary School
- Water tank was inspected in July by private contractor
- Completed GIS mapping of water system including all shut-offs and valves

Transfer Station

- Installed some more new signage
- Secured a grant from MassDEP that increased the amount we receive from \$2,800. to a new amount of \$4,550.
- Secured funding at Special Town Meeting on Oct. 22, 2018 to purchase and install an additional paper compactor – concrete pad was poured and compactor will be installed in the Spring of 2019

Winter 2017 - 2018

The winter of 2017 - 2018 was a busy winter. The weather was quite varied. We had a lot of snow, sleet, freezing rain and plain rain and many times we had all four types of precipitation in the same storm. The DPW staff of 10 once again accomplished the daunting task of plowing and treating 65 miles of roads without the help of outside contractors.

We also plow out all town buildings and parking lots except for the schools which has their own contractor. We use a 50% reduced mix of salt and sand on our roadways. This is important so that we can protect private and town wells.

- We received 85.5 inches of snow
- We had 16 plowing events
- We were called in 40 times to treat icy road conditions
- We distributed 2,625 tons of salt and 2,625 tons of sand

In closing it has been my pleasure to serve the Town of Harvard including all of the fine work accomplished by my crew that includes: Ron Gilbert, Larry Allard, Ben Gilbert, Nick Ammesmaki, Rob Trembly, Ryan Ammesmaki, Craig Tiilikkala, Andy Bernhardt, Sam Stacy and Joe Miller. The transfer station crew of Al Cozzolino and Pat Pesa have done a great job as well. The crew works hard for the town and the residents can feel confident that their safety is our #1 concern.

Thank you all so very much!

Respectfully Submitted,
Timothy B. Kilhart
DPW Director



PUBLIC WORKS

CEMETERY COMMISSION

The Cemetery Commission continued into a second year with its tree maintenance program at Bellevue Cemetery. The tree program this year saw the removal of number of the large and older maple trees and one large pine. In addition to the removal of those trees new ones have been planted. This program will be ongoing for several more years and will account for a large part of the commission's budget.

The commission also embarked on two new projects this year. The first involved the restoration of grave markers at the center cemetery. The first year of this project saw the resetting of markers that were badly leaning and about fall over, or markers that had already fallen over. Fifty slate markers, 46 marble markers, and six granite markers were all re-set. Included in this number were a few marble markers that were broken and repaired.

The second new project is an update of our records database. The back-up database was created several years ago and was in need of an update that would keep it current with newer software programs. It is also being supplemented with all the new records.

Shaker Cemetery continues to be maintained in keeping with practices of its period.

The Commission would like to thank the DPW for their consistent and attentive care to all the cemeteries.

Respectfully submitted,

Theodore Maxant, Chair

Bruce Dolimount

John Lee



ENVIRONMENTAL PROTECTION

BARE HILL POND WATERSHED MANAGEMENT COMMITTEE

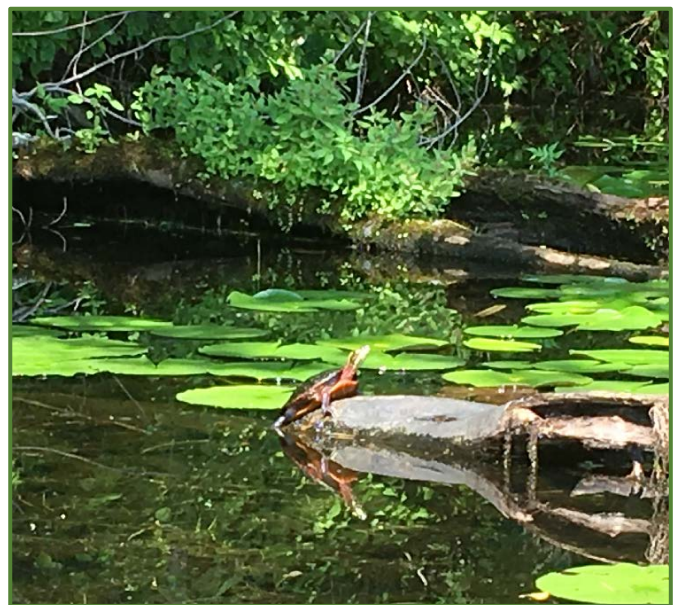
The mission of the Bare Hill Pond Watershed Management Committee is to protect and restore the habitat of Bare Hill Pond and its watershed. On behalf of the Town, we monitor the Pond and its watershed, and take action to reduce non-point source pollution and invasive species. Our results continue to show improvement in the Pond and we appreciate the support of the many volunteers who assist in our activities as well as the support of the Department of Public Works who operate the pumping system for the Committee.

In 2018, we saw a normal amount of rainfall in the Spring, limited rainfall in June until mid-July and then heavier rainfall in late July leading to a temporary increase in phosphorous levels. We believe this was due to the washing of runoff following the period without rain in that first big storm. Levels returned to normal by the end of July. With the heavy rainfall this October and November, the six foot draw down was not achieved with the high amount of water entering the Pond. We expect limited effectiveness this year on invasive plant control but could see significant reduction in phosphorous due to the additional pumping needed to hold the Pond at the draw down level that was achieved (approximately 3.5 feet). Invasive species are still present but based on the monitoring report continue to be controlled in the draw down zone.

As background, a completely undeveloped watershed is normally 5-10 ug/l and it would be difficult to get much lower than 20 ug/l given the level of development in our watershed and the pre-existing bound phosphorous in the Pond bottom. The 1998 measurements by DEP measured the level at 44 ug/l and our target for the DEP/EPA grant was 30 ug/l.

By keeping phosphorous low at the surface levels, the risk of significant algal blooms is reduced. Algal blooms can put the ecosystem at risk by triggering significant oxygen depletion, putting fish and other plant and animal life at risk. Our successful reduction of the surface phosphorous levels is in our view the most important achievement of the work of the Committee in protecting the health of Bare Hill Pond. The DEP returned last Summer and reported that the levels were below what they had expected we might achieve.

We conducted a Pond Tour in the Summer for Community residents and our wetland consultant led the participants on a survey of Bare Hill Pond, discussed her observations and shared information about how we can all protect the watershed. We plan to continue Pond Tours each summer for those who are interested.



Painted Turtle enjoying the pond

ENVIRONMENTAL PROTECTION

Our monitoring data and reports can be found on the Committee webpage on the Town Website www.harvard.ma.us/bhpwmc. We also supported this work by installing storm water controls under a Federal grant to capture the major inputs of storm water into the Pond which continue to treat (as designed) approximately 50% of the phosphorous from storm water that runs off the school parking lots, Town center roads, Pond Road, Warren Ave and the beach -- all good news.

That said, this is a continuous activity and one which is impacted by inappropriate development in the Watershed. For this reason we need to continue our monitoring and continue to ask all of us to do our part to protect our Pond.

We can all help by:

- Avoiding or minimizing the use of fertilizers in the Watershed, which can promote algal blooms and invasive plant growth.



Annual Regatta held on Bare Hill Pond

- Continuing to restore shorelines and wetland areas that lead to Bare Hill Pond. Many residents have taken this to heart and the Pond today had more vegetated shoreline than in the recent past.
- Supporting the Conservation Commission and ZBA in restricting development in the watershed that would lead to increased non-point source pollution of the Pond.

We also want to thank the DPW for their assistance and dedicated effort to monitor and maintain the pump house facility. We invite any interested residents to consider joining the Committee.

Committee members

Bruce Leicher, Chair
Megan Glew
Steve Gordon
Morey Kraus, Associate Member
Ashwini Kumar
Brian McClain
Peter von Loesecke
Rachel Shrives, student member



ENVIRONMENTAL PROTECTION

CONSERVATION COMMISSION

The Harvard Conservation Commission is composed of seven volunteer members appointed by the Board of Selectmen. The Commission is supported by a Land Use Administrator/Conservation Agent and has a primary role in administering the following statutes and regulations:

- Massachusetts Wetlands Protection Act, M.G.L. 131, Section 40;
- Massachusetts Wetland Protection Regulations at 310 CMR 10.00;
- Town of Harvard Wetlands Protection Bylaw, Town Code Chapter 119, and
- Town of Harvard Wetlands Protection Bylaw Rules, Town Code Chapter 147

The Commission also coordinates with other town bodies in activities including:

- Protection and management of conservation land in Harvard;
- Review and comment on zoning and planning applications, including 40B housing developments;
- Review and comment on forest management plans;
- Review and permitting of beaver controls.

The Commission holds public meetings on the first and third Thursdays of each month, or as otherwise announced. Meetings normally begin at 7:00 p.m.

Wetlands Protection

Under the Massachusetts Wetlands Protection Act and Harvard's Wetlands Protection Bylaw, projects involving disturbance in or within 100 feet of the edge of a wetland (or within 200 feet of streams, rivers, ponds, and vernal pools) require an application and permit. Guidance as to whether and which sort of permit may be required is offered, along with forms and instructions, at the Commission's office during Town Hall business hours and online at www.harvard.ma.us. The Commission's Administrator/Agent welcomes inquiries.



View of Bare Hill Pond from the Scorgie Trail

ENVIRONMENTAL PROTECTION

The Conservation Commission held a total of 24 public meetings during 2017 as well as numerous site visits at proposed project sites.

Our activity statistics for the year are as follows:

Type of Activity	2018	2017	2016
Notice of Intent	14	8	8
Order of Conditions (Approvals)	11	7	10
Order of Conditions (Denials)	1	0	1
Abbreviated Notices of Resource Area Delineation	1	0	0
Orders of Resource Area Delineation	1	0	0
Request for Determination of Applicability	16	15	10
Determination of Applicability	16	16	9
Certificate of Compliance	22	9	8
Extension to Order of Conditions	2	3	3
Enforcement Orders	1	0	3
Amended Order of Conditions	0	0	0

The Commission worked with a number of property owners to resolve issues of wetland violations, avoiding potentially costly fines associated with the Town's Wetland Protection Bylaw. Projects other than home or septic construction/renovation like the removal of vegetation, burning of yard waste and landscape improvements within 100' wetland buffer zones may also require permitting and the Commission encourages homeowners to check with the Commission's Administrator/Agent before undertaking activities on their property that may create ground disturbance or the removal of tree canopy.

We would like to thank all the Harvard residents who have worked diligently with the Commission to preserve our environment and natural resources through thoughtful development.

Conservation Land Acquisition and Management

In 2018, the town acquired 12.79 acres of land overlooking Black Pond from the Smith family who had generously protected this land under a conservation restriction since 2007. Now, in conjunction with the purchase of an additional 48.4 acres of Smith land across the Littleton line by the Sudbury Valley Trustees (SVT), SVT will manage the combined acreage as a new preserve. The "Smith Reservation" will abut Harvard's 64 acre Black Pond/Vesenka Conservation Area, and will provide new accessibility and attention to this beautiful and ecologically important conservation network at the northeast corner of town.

The Commission petitioned the town to fund the diminished Conservation Fund for protection of open space and engaged with the Harvard Conservation Trust to develop strategies for more proactive open space protection and to work on protecting a specific parcel of valued open space.

ENVIRONMENTAL PROTECTION

These efforts are ongoing and will continue into 2019.

In response to concern about the effects of deer browsing on the health of Harvard's forests, the Commission established a Deer Management Subcommittee to monitor deer densities and their effect on the landscape and to propose ways to manage deer populations in keeping with MA Division of Fish and Wildlife's goals of 12-18 deer per square mile in this region.

The Land Stewardship Subcommittee (LSS) has developed a growing network of people to monitor conservation areas and maintain trails. Jim Burns is the lead trail keeper and head of the chainsaw crew and Carl Sciple coordinates engagement of individuals and groups to care for trails. Additional trail keepers are welcome to join the group!



Fall walk at Pin Hill

LSS organizes two hikes each year to feature the town's conservation areas. The Spring walk in early April explored the scenic HCT Ohlin land down to Bower's Brook and the Kaufman land, with its impressive cliffs, that abuts Holy Hill and extends south towards Route 2. The Fall walk featured Pin Hill and its historically important

early slate quarries plus a ramble around the Prospect Hill and Deans Hill conservation areas.

An effort to protect frogs and salamanders crossing our roads when the first "warm" rains arrive in early spring has become a tradition now thanks to the leadership of Brian McClain. New signs were purchased in 2018 and are posted at critical crossing points where migrating amphibians are run over by cars each year. This along with human "crossing guards" and education is aimed at lessening the mortality of these seldom seen, but important members of the local ecosystem.

The Commission supported the town-wide roadside clean up in April with the addition of pulling invasive Garlic Mustard as part of that well-organized effort.

Townpeople will notice five new wooden "Harvard Conservation Land" signs around town, built by Phil Knoettner and installed by DPW. Two bridges were improved, one over Bennetts Brook on Holy Hill land was resurfaced and the Boy Scouts completed a fall project refurbishing the boardwalk over a large wet area near the entrance to the Black Pond/Vesenska network off Littleton County Road. A major project to repair the Dancing Grounds fence on Holy Hill was initiated and will be continued in 2019. Many thanks to all!

Mowing of the fields on Town conservation land was accomplished with all fields hayed or mowed by early October. The revenues from Agricultural leases on conservation land in 2018 totaled \$4,521.25. Harvard Community Gardens flourished on the Coke land off Littleton Road; to request a plot for next year, contact hcgmembership@gmail.org.

ENVIRONMENTAL PROTECTION

We would like to thank the members of the Land Stewardship Subcommittee: Jim Adelson, Pam Durrant, Phil Knoettner, Jim Burns, Brian McClain, Carl Sciple, Sydney Blackwell, Bob Benson and Wendy Sisson.

Conservation Commissioners and Staff

The Commission's membership remained virtually unchanged in 2018. Paul Willard gave up his long-standing position as the chair to Don Ritchie. Don has served as the chair in the past during his twenty-three years on the Commission. Carl Sciple departed from the Commission in early 2018 in order to better serve other committees in Town. Mark Shaw, who has been serving as the associate member since 2017, moved into the position left empty by Carl.

Several Commissioners wear more than one hat, working in concert with other boards on projects of joint interest. Wendy Sisson serves as Chair of

the Land Stewardship Subcommittee, with Jim Burns also serving as a committee member. Joanne Ward is the Commission's representative on the Community Preservation Committee. Paul Willard serves as the Commission's liaison to the Department of Public Works and the Bare Hill Pond Watershed Management Committee.

The Conservation Agent continues to monitor projects permitted by the Commission during all phases of work and to share information and filings with the other Land Use Boards. During 2018 the Agent monitored eleven different projects around Town.

Respectfully submitted,

Paul Willard, Chair

Joanne Ward

Mark Shaw

Janet (Jaye) Waldron

Jim Burns

Liz Allard

Land Use Administrator/Conservation Agent

Wendy Sisson

Don Ritchie



Willard Farm in Still River

TOWN MEETING AND ELECTION RESULTS

CITIZENS CAUCUS

March 24, 2018

The meeting was called to order in the Town Hall Meeting Room on Saturday, March 24, 2018 at 5:00 p.m. by Town Clerk, Marlene Kenney.

On motions made, seconded, and voted unanimously,
Deborah Ricci was elected Chair of the Caucus and Mary Jarvis was elected Secretary of the Caucus.
The following persons were nominated from the floor for the offices and terms as identified below.

<u>Position</u>	<u>Nominee</u>	<u>Vote</u>
MODERATOR <u>One position for one year</u>	Bill Barton	unanimous
BOARD OF SELECTMEN <u>One position for three years</u>	Lucy Wallace	unanimous
CEMETERY COMMISSION <u>One position for three years</u>	*Ted Maxant	unanimous
COMMUNITY PRESERVATION COMMITTEE <u>One position for three years</u>	John Mark Walker	unanimous
BOARD OF HEALTH <u>One position for three years</u>	Sharon Mc Carthy	unanimous
LIBRARY TRUSTEES <u>Two positions for three years</u>	Davida Bagatelle **Chris Candon Jennifer Manell William Salter	unanimous unanimous unanimous unanimous
PARK & RECREATION COMMISSION <u>Two positions for three years</u>	Joe Reynolds Doug Thornton ***Brian Pearly	unanimous unanimous unanimous
PLANNING BOARD <u>Two positions for three years</u>	Fran Nickerson Stacia Donahue	unanimous unanimous
PLANNING BOARD <u>One position for one year</u>	****Michelle Catalina	unanimous

TOWN MEETING AND ELECTION RESULTS

SCHOOL COMMITTEE
Two positions for three years

Mary Traphagen
Shannon Molloy

unanimous
unanimous

TREE WARDEN
One position for one year

JC Ferguson

unanimous

**WARNER FREE LECTURE
TRUSTEES**
Two positions for three years

Jeff Boudreau

unanimous

The meeting dissolved at 5:14 PM.

Susan Reedich and Meg Bagdonas checked in 53 voters out of 4,383 registered voters (3,987 active voters).

Respectfully submitted,
Mary Jarvis, Caucus Secretary

- * Ted Maxant did not sign the acceptance of the nomination.
- ** Chris Candon did not sign the acceptance of the nomination.
- *** Brian Pearly withdrew his acceptance of the nomination.
- **** Michelle Catalina did not sign the acceptance of the nomination.



Residents check in on Election Day.

TOWN MEETING AND ELECTION RESULTS

ANNUAL TOWN MEETING May 5, 2018



Before the meeting was called to order, William Barton was appointed and sworn in by Moderator Robert Eubank to preside as Assistant Moderator in the Cronin Auditorium. The meeting was called to order in the Bromfield Gymnasium at 9:00 a.m. by Moderator Robert Eubank. The call of the meeting and the return of service were found to be in order by Town Clerk Marlene Kenney.

Moderator Robert Eubank requested that the town allow the following non-voters to speak to the meeting if necessary:

Timothy Bragan	Town Administrator
Mark Lanza	Town Counsel
David Nalchajian	Finance Director
Catherine Bowen	Assistant Town Clerk
William Scanlan	Town Planner
Timothy Kilhart	DPW Director
Richard Sicard	Fire Chief
Edward Denmark	Police Chief
Al Futterman	Nashua River Watershed
Peter Rowe	School Finance Director
Emily Grandstaff-Rice	Arrowstreet Architect
Larry Spang	Arrowstreet Architect
Tom Murphy	Owner's Project Manager, NV5
Josh Myler	Hildreth Elementary School Principal

ARTICLE 1: ANNUAL REPORTS

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

(Inserted by Board of Selectmen)

On a motion by Lucy Wallace, 18 Orchard Hill, Board of Selectmen, and seconded,

I move that the Town hear the reports of the Board of Selectmen, School Committee, and any other officers or committees that may be ready to make a report and act thereon.

Voted unanimously yes that the Town accept reports of the Board of Selectmen, School Committee, and any other officers or committees as printed in the 2017 Annual Town Report and hear reports of any other Town committees or boards which have not included a report in the Town Report.

ARTICLE 2: PAY BILL OF PRIOR FISCAL YEAR

To see if the Town will vote to raise and appropriate, borrow or transfer from available funds a sum of money to pay bills of Fiscal Year 2017, or pass any vote or votes in relation thereto.

(Inserted by Board of Selectmen)

TOWN MEETING AND ELECTION RESULTS

On a motion by Lucy Wallace, 18 Orchard Hill, Board of Selectmen, and seconded,

I move that the Town transfer \$792.89 from the Stabilization Fund to pay the outstanding Charter Communications, Fiscal Year 2017 bill.

Voted unanimously yes that the Town transfer \$792.89 from the Stabilization Fund to pay the outstanding Charter Communications, Fiscal Year 2017 bill.

ARTICLE 3: EXTEND SUNSET DATES

To see if the Town will vote to extend the sunset dates of Article 27 (Pond Road Hazard Mitigation Drainage Project) of the Warrant for the 2016 Annual Town Meeting from June 30, 2018 to June 30, 2019 and Article 6 (Old Library Accessibility) of the Warrant for the November 6, 2017 Special Town Meeting from November 7, 2018 to June 30, 2019 or take any vote or votes in relation thereto.

(Inserted by Board of Selectmen)

On motion by Lucy Wallace, 18 Orchard Hill, Board of Selectmen, and seconded,

I move that the Town extend the sunset dates of Article 27 (Pond Road Hazard Mitigation Drainage Project) of the Warrant for the 2016 Annual Town Meeting from June 30, 2018 to June 30, 2019 and Article 6 (Old Library Accessibility) of the Warrant for the November 6, 2017 Special Town Meeting from November 7, 2018 to June 30, 2019.

Voted unanimously yes that the Town extend the sunset dates of Article 27 (Pond Road Hazard Mitigation Drainage Project) of the Warrant for the 2016 Annual Town Meeting from June 30, 2018 to June 30, 2019 and Article 6 (Old Library Accessibility) of the Warrant for the November 6, 2017 Special Town Meeting from November 7, 2018 to June 30, 2019.

ARTICLE 4: AMEND ARTICLE 8 OF THE OCTOBER 24, 2016 SPECIAL TOWN MEETING

To see if the Town will vote to amend Article 8 (Council On Aging Bylaw) of the Warrant for the October 24, 2016 Special Town Meeting by changing its Code of the Town of Harvard Chapter number from Chapter 21 to Chapter 19 as there is already a Chapter 21 within the Code, and to change the section numbering of said Chapter 19 accordingly, or take any vote or votes in relation thereto.

(Inserted by Board of Selectmen)

On a motion by Lucy Wallace, 18 Orchard Hill, Board of Selectmen, and seconded,

I move that the Town amend the Code of the Town of Harvard, Chapter 21, Council on Aging by changing Chapter 21 to Chapter 19, § 21-1. to § 19-1. and § 21-2. to § 19-2.

Voted unanimously yes that the Town amend the Code of the Town of Harvard, Chapter 21, Council on Aging by changing Chapter 21 to Chapter 19, § 21-1. to § 19-1. and § 21-2. to § 19-2.

Approved by the Attorney General on June 22, 2018.

TOWN MEETING AND ELECTION RESULTS

ARTICLE 5: FISCAL YEAR 2017 CERTIFIED FREE CASH

To see if the Town will vote to transfer a sum of money from Fiscal Year 2017 Certified Free Cash to the Stabilization Fund and/or the Capital Stabilization and Investment Fund, or pass any vote or votes in relation thereto.

(Inserted by Finance Committee)

On a motion by Charles Oliver, 14 Simon Atherton Row, Finance Committee and seconded,

I move that the Town transfer \$1,332,858 from the Fiscal Year 2017 Certified Free Cash Account to the Capital Stabilization and Investment Fund in accordance with Chapter 17, Section 17-4 of the Town Code.

Voted unanimously yes that the Town transfer \$1,332,858 from the Fiscal Year 2017 Certified Free Cash Account to the Capital Stabilization and Investment Fund in accordance with Chapter 17, Section 17-4 of the Town Code.

ARTICLE 6: OMNIBUS BUDGET

To see if the Town will vote to raise and appropriate, borrow or transfer from available funds, such sums of money as may be necessary to defray the expenses of the Town for Fiscal Year 2019, or pass any vote or votes in relation thereto.

(Inserted by Finance Committee)

On a motion by Don Ludwig, 23 East Bare Hill Road, Finance Committee and seconded,

I move that the Town appropriate \$25,790,853 to defray the expenses of the Town for Fiscal Year 2019 as printed in the Warrant and Finance Committee Report for the 2018 Annual Town Meeting on pages 34 through 40, and that said appropriation be provided by raising \$25,484,393 by taxation by transferring \$12,467 from Wetlands Fees; by transferring \$5,000 from Library Expendable Trust Funds; by utilizing \$208,493 from the Ambulance Revolving Account, as appropriated later in said warrant in Article 38; and by transferring \$80,500 from the cable Access Receipts Reserved Account; and appropriate \$191,657 to defray the expenses of the Harvard Wastewater Management District Commission for Fiscal Year 2019, which appropriation shall be provided by transferring \$91,657 from the Betterments Reserved for Debt Service Account and by utilizing \$100,000 from estimated wastewater revenues.

Voted majority yes that Town appropriate \$25,790,853 to defray the expenses of the Town for Fiscal Year 2019 as printed in the Warrant and Finance Committee Report for the 2018 Annual Town Meeting on pages 34 through 40, and that said appropriation be provided by raising \$25,484,393 by taxation by transferring \$12,467 from Wetlands Fees; by transferring \$5,000 from Library Expendable Trust Funds; by utilizing \$208,493 from the Ambulance Revolving Account, as appropriated later in said warrant in Article 38; and by transferring \$80,500 from the cable Access Receipts Reserved Account; and appropriate \$191,657 to defray the expenses of the Harvard Wastewater Management District Commission for Fiscal Year 2019, which appropriation shall be provided by transferring \$91,657 from the Betterments Reserved for Debt Service Account and by utilizing \$100,000 from estimated wastewater revenues.

Town of Harvard FY19 Omnibus Budget

Line #	Department/Account	Actual FY15	Actual FY16	Actual FY17	Budgeted FY18	Request FY19
GENERAL GOVERNMENT						
Selectmen						
1	Personnel	216,135	232,603	248,130	253,559	259,927
2	Town Audit	15,000	15,000	20,000	23,500	20,000
	Expenses	7,491	13,359	10,713	23,700	20,000
	Copy Machine	3,730	3,238	5,878	3,800	3,800
	Postage	16,393	15,887	17,663	17,000	17,000
	Court Judgements					
3	Total Expenses	27,613	32,484	34,254	44,500	40,800
	Total Selectmen	258,748	280,087	302,384	321,559	320,727
Finance Committee						
4	Expenses	191	176	176	200	200
Finance Department						
5	Personnel	312,304	343,494	318,314	318,859	326,608
	Certification Compensation	2,000	1,192	1,000	2,000	2,000
	Total Personnel	314,304	344,686	319,314	320,859	328,608
6	Technology Services & Supplies	36,247	30,682	See line #7 below	See line #7 below	See line #7 below
	Expenses	89,949	92,750	85,321	100,230	102,700
	Total Expenses	126,196	123,431	85,321	100,230	102,700
7	Technology	9,592	16,749	64,922	75,000	80,000
	Total Finance Department	450,092	484,866	469,557	496,089	511,308
Legal						
	Town Counsel Fees & Expenses	38,114	30,172	22,782	35,000	35,000
	Other Legal Fees & Expenses	18,347	27,029	19,995	20,000	20,000
8	Total Legal	56,461	57,201	42,777	55,000	55,000
Personnel Board						
9	Expenses	-	-	-	100	100
Town Clerk						
10	Personnel	68,775	70,426	70,934	71,007	72,675
	Certification Compensation	1,000	1,000	1,000	1,000	1,000
	Total Personnel	69,775	71,426	71,934	72,007	73,675
11	Expenses	2,090	1,709	1,679	4,625	4,825
	Publications Reprinting/Codification	3,909	5,050	4,481	5,200	5,200
	Total Expenses	5,999	6,759	6,160	9,825	10,025
	Total Town Clerk	75,774	78,185	78,094	81,832	83,700
Elections & Registrars						
	Registrars' Honoraria	500	500	500	500	500
	Expenses	7,959	5,325	6,278	4,700	8,800
	Census	677	690	511	800	800
12	Total Elections & Registrars	9,137	6,515	7,289	6,000	10,100

Town of Harvard FY19 Omnibus Budget

Line #	Department/Account	Actual FY15	Actual FY16	Actual FY17	Budgeted FY18	Request FY19
Land Use Boards						
13	Personnel*	52,712	53,972	54,641	55,664	56,978
	Office Supplies	376	369	418	1,000	1,000
	Purchase Services	2,656	8,424	2,172	1,600	1,600
	MRPC Assessment	1,618	1,659	1,701	1,742	1,786
14	Total Expenses	4,651	10,452	4,291	4,342	4,386
	Total Land Use Boards	57,363	64,424	58,932	60,006	61,364
* Personnel includes \$12,467 to be transferred from Wetland Bylaw Fees.						
Public Buildings						
16	Personnel	26,016	26,346	25,946	27,481	28,237
	Operating Expenses	54,635	39,502	34,530	35,530	39,250
	Energy	94,240	79,147	83,126	128,000	104,000
	Maintenance & Equipment	24,345	59,770	40,909	77,000	102,500
	Waste Water Treatment Ops.	60,859	85,479	63,847	85,000	85,000
17	Total Expenses	234,079	263,898	222,412	325,530	330,750
	Total Public Buildings	260,095	290,244	248,358	353,011	358,987
Annual Town Reports						
18	Expenses	3,468	3,560	3,820	4,000	4,000
	TOTAL GENERAL GOVT.	1,171,328	1,265,258	1,211,387	1,377,797	1,405,486
PUBLIC SAFETY						
Police Department						
19	Personnel	876,645	879,960	888,559	945,237	1,017,677
	Public Safety Building	29,554	40,723	21,938	20,800	20,800
	Cruiser Maintenance	10,143	8,703	9,955	10,000	10,000
	Supplies & Expenses	55,088	48,412	44,648	52,750	53,550
20	Total Expenses	94,785	97,838	76,541	83,550	84,350
21	Police Vehicle	29,000	34,213	34,213	34,213	36,000
	Total Police Department	1,000,430	1,012,011	999,313	1,063,000	1,138,027
Communications Department						
	Personnel					
	Expenses	195,266	193,576	167,598	167,293	187,293
22	Total Communications Department	195,266	193,576	167,598	167,293	187,293
Fire Department						
23	Personnel	178,912	188,613	221,565	219,803	295,177
	Expenses	75,135	49,832	50,765	49,650	50,650
	Radio Replacement & Repair	2,990	2,340	988	2,500	2,550
	Protective Equipment	8,980	5,078	12,542	11,325	11,891
24	Total Expenses	87,105	57,250	64,295	63,475	65,091
	Total Fire Department	266,017	245,863	285,860	283,278	360,268

Town of Harvard FY19 Omnibus Budget

Line #	Department/Account	Actual FY15	Actual FY16	Actual FY17	Budgeted FY18	Request FY19
Ambulance*						
	Personnel				42,570	61,200
	Expenses	72,427	134,968	67,928	108,740	108,893
	Training	18,731	25,883	21,066	28,500	38,400
25	Total Ambulance	91,158	160,852	88,994	179,810	208,493
* Note : The Ambulance budget will be paid out of the Ambulance Revolving Account (see Revolving Account Article #38 in warrant).						
Building & Zoning Inspector						
26	Fees & Expenses	42,494	62,175	80,191	50,000	50,000
Gas Inspector						
27	Fees & Expenses	3,564	3,522	3,521	4,000	4,000
Plumbing Inspector						
28	Fees & Expenses	7,469	5,425	8,117	7,000	7,000
Wiring Inspector						
29	Fees & Expenses	12,700	10,099	12,358	11,000	11,000
Animal Control						
	Personnel	16,500	16,500	16,500	16,500	16,500
	Expenses	722	459	-	750	750
30	Total Animal Control	17,222	16,959	16,500	17,250	17,250
Tree Warden						
31	Expenses	14,519	13,361	11,800	14,000	20,000
TOTAL PUBLIC SAFETY		1,650,839	1,723,841	1,674,252	1,796,631	2,003,331



Select Board members Alice von Loesecke and Kara Minar at the Annual Town Meeting.

Town of Harvard FY19 Omnibus Budget

Line #	Department/Account	Actual FY15	Actual FY16	Actual FY17	Budgeted FY18	Request FY19
SCHOOLS						
Local Schools						
32	<u>Administration</u>					
	Salaries/Benefits	388,937	415,380	424,913	429,931	436,980
	Transportation	257,492	257,660	309,572	323,000	350,000
	Other Expenses	126,529	132,642	159,095	115,094	107,392
	Total Administration	772,958	805,682	893,580	868,025	894,372
	<u>Maintenance</u>					
	Salaries	448,466	457,540	155,119	146,110	153,622
	Utilities	279,526	303,000	273,119	253,000	250,000
	Other Expenses	321,419	224,502	660,648	660,785	718,657
	Total Maintenance	1,049,411	985,042	1,088,886	1,059,895	1,122,279
	<u>Hildreth Elementary School</u>					
	Salaries	2,555,545	2,500,758	2,458,017	2,572,730	2,649,492
	Expenses	112,278	121,539	123,288	174,963	140,940
	Total Elementary	2,667,823	2,622,297	2,581,305	2,747,693	2,790,432
	<u>The Bromfield School</u>					
	Salaries	3,956,238	4,016,018	4,095,906	4,156,336	4,346,902
	Expenses	213,678	198,788	226,891	194,878	196,505
	Total Bromfield	4,169,916	4,214,806	4,322,797	4,351,214	4,543,407
	<u>Pupil Personnel Services (SPED)</u>					
	Salaries	1,960,989	2,115,468	2,120,112	2,260,718	2,257,306
	Other Expenses	53,679	102,398	66,329	86,164	108,975
	Collaborative Services	402,618	520,202	400,436	793,278	792,476
	Transportation	310,723	384,446	336,838	314,683	330,910
	Tuition	252,357	123,712	374,133	67,603	88,526
	Pre-School Salaries	100,808	103,733	40,579	54,717	47,156
	Pre-School Expenses	1,545	1,153	-	1,480	3,327
	Total Pupil Personnel Services	3,082,719	3,351,112	3,338,427	3,578,643	3,628,676
	<u>Technology</u>					
	Salaries	143,226	150,009	241,171	250,311	305,417
	Expenses	129,866	145,657	136,870	150,024	125,946
	Total Technology	273,092	295,666	378,041	400,335	431,363
32	Total Local Schools	12,015,919	12,274,605	12,603,036	13,005,805	13,410,529
33	Montachusett Regional Voc. Tech.	98,949	121,504	93,020	112,453	76,572
TOTAL SCHOOLS		12,114,868	12,396,109	12,696,056	13,118,258	13,487,101
PHYSICAL ENVIRONMENT						
Dept. of Public Works						
34	Personnel	687,410	674,209	733,647	733,954	735,280
	Maintenance & Equipment	92,542	103,433	90,397	91,900	98,800
	Fuel	78,925	51,946	51,400	73,500	74,500
	Improvements & Construction	56,229	73,103	88,852	105,250	117,000
	Snow & Ice Removal	351,537	193,347	255,069	112,000	112,000
	Telephone & Electricity	9,917	9,313	10,480	11,550	11,700
35	Total Expenses	589,149	431,142	496,198	394,200	414,000
36	Small Equipment Repair/Replace.	68,791	26,504	17,909	30,000	30,000
	Total Dept. of Public Works	1,345,351	1,131,856	1,247,754	1,158,154	1,179,280

Town of Harvard FY19 Omnibus Budget

Line #	Department/Account	Actual FY15	Actual FY16	Actual FY17	Budgeted FY18	Request FY19
Solid Waste Transfer						
	Transfer Station Expenses	141,891	162,974	146,239	165,850	170,050
	Hazardous Waste Disposal *	3,907	9,173	3,907	3,907	3,907
37	Total Solid Waste Transfer	145,798	172,147	150,146	169,757	173,957
Street Lights & Traffic Signal						
38	Expenses	7,670	9,578	6,025	6,500	6,500
Water Department						
39	Expenses	18,564	17,987	17,339	18,400	23,100
Pond Committee						
40	Expenses	19,423	25,030	13,068	28,000	28,000
Cemeteries						
41	Expenses	1,577	1,819	2,500	2,500	2,500
TOTAL PHYSICAL ENVIRONMENT		1,538,383	1,358,417	1,436,832	1,383,311	1,413,337
HUMAN SERVICES						
Board of Health						
42	Personnel	10,524	9,022	7,042	17,140	18,640
	Expenses	1,108	764	537	1,100	1,600
	Nashoba Assoc. Boards of Health	20,558	16,035	22,654	23,261	24,424
	Minuteman Home Center	1,146	1,146	1,016	1,146	1,146
43	Total Expenses	22,812	17,944	24,207	25,507	27,170
	Total Board of Health	33,336	26,966	31,249	42,647	45,810
Council on Aging						
44	Personnel	86,931	88,429	113,417	118,395	131,603
45	MART Personnel	30,255	33,161	31,066	36,303	37,673
46	Expenses	1,900	1,933	1,849	1,995	1,995
47	MART Van Expenses	818	612	732	1,000	1,000
	Total Expenses	2,718	2,545	2,581	2,995	2,995
	Total Council on Aging	119,903	124,136	147,064	157,693	172,271
Veterans' Services						
	Personnel	5,200	5,200	5,200	5,200	5,200
	Expenses	1,194	134	644	1,500	1,500
	Benefits	12,105	14,736	10,859	12,000	21,600
	Total Expenses	13,299	14,870	11,503	13,500	23,100
48	Total Veterans' Services	18,499	20,070	16,703	18,700	28,300
TOTAL HUMAN SERVICES		171,739	171,172	195,016	219,040	246,381

Town of Harvard FY19 Omnibus Budget

Line #	Department/Account	Actual FY15	Actual FY16	Actual FY17	Budgeted FY18	Request FY19
CULTURE AND RECREATION						
Library*						
49	Personnel	399,340	408,855	413,798	425,729	435,751
50	Expenses	148,013	149,384	153,760	154,808	156,291
	Total Library	547,353	558,239	567,558	580,537	592,042
* \$5,000 to be transferred from Library Expendable Trust Funds.						
Cable Access						
51	Personnel				44,178	52,348
	Expenses			6,728	27,280	28,152
	Equipment			62,410	-	-
52	Total Expenses			69,138	27,280	28,152
	Total Cable Access	-	-	69,138	71,458	80,500
Parks & Recreation						
53	Commons & Schools/Grounds Exp.	18,183	26,824	22,292	31,650	25,650
54	Beach Expense	14,308	15,530	18,347	18,347	19,361
55	Beach Personnel - Director	10,951	11,508	13,234	14,448	15,034
	Total Parks & Recreation	43,442	53,862	53,873	64,445	60,045
Historical Commission						
56	Expenses	69	-	43	500	500
Agricultural Commission						
57	Expenses	-	-	-	500	500
	TOTAL CULTURE AND RECREATION	590,864	612,101	690,612	717,440	733,587
INSURANCE AND FRINGES						
Property/Liability						
58	Insurance	125,753	107,966	101,525	195,000	201,825
Employee Benefits						
	Worcester Regional Retirement	665,399	682,457	737,805	770,909	851,961
	Workers' Compensation Insurance	91,787	100,363	134,949	110,000	115,500
	Unemployment Insurance	3,496	21,097	41,270	60,000	35,000
	Medicare	199,643	199,975	204,498	195,000	200,850
	Health Insurance	2,046,430	2,090,765	2,351,219	2,580,000	3,265,782
	Life Insurance	5,528	-	-	12,000	12,000
	Deferred Compensation	13,347	15,483	13,889	13,000	13,000
	Disability Insurance	31,479	21,900	25,004	27,000	24,000
	Benefits Administration	1,976	57	19,566	2,500	2,500
	OPEB Trust Funding	425,000	450,000	450,000	450,000	500,000
59	Total Employee Benefits	3,484,085	3,582,097	3,978,200	4,220,409	5,020,593
	TOTAL INSURANCE & FRINGES	3,609,838	3,690,063	4,079,725	4,415,409	5,222,418
TOTAL OPERATING BEFORE DEBT						
		20,847,859	21,216,961	21,983,880	23,027,886	24,511,641
NON-EXCLUDED DEBT						
Debt Expense						
60	Debt (Public Bldg. Sewer Connections)	3,328	5,000	14,033	32,611	30,396

Town of Harvard FY19 Omnibus Budget

Line #	Department/Account	Actual FY15	Actual FY16	Actual FY17	Budgeted FY18	Request FY19
--------	--------------------	-------------	-------------	-------------	---------------	--------------

BAN Interest & Borrowing Cost

61	Borrowing Cost	-	-	9,999	3,100	3,500
----	----------------	---	---	-------	-------	-------

TOTAL NON-EXCLUDED DEBT	3,328	5,000	24,032	35,711	33,896
--------------------------------	--------------	--------------	---------------	---------------	---------------

TOTAL OPERATING AFTER NON-EXCLUDED DEBT	20,851,187	21,221,961	22,007,912	23,063,597	24,545,537
--	-------------------	-------------------	-------------------	-------------------	-------------------

EXCLUDED DEBT

Permanent Debt

	Public Safety Building (2000) Principal	140,000	140,000	135,000	130,000	125,000
	Public Safety Building (2000) Interest	17,925	15,125	12,375	9,563	6,694
	Bromfield School (2004) Principal	350,000	350,000	345,000	340,000	335,000
	Bromfield School (2004) Interest	75,406	66,358	60,813	53,538	45,944
	Library (2004) Principal	150,000	145,000	140,000	140,000	140,000
	Library (2004) Interest	31,716	27,888	25,038	22,063	18,913
	Sewer Project (net of Betterments) Prin.	43,048	43,983	44,545	50,149	46,424
	Sewer Project (net of Betterments) Int.	19,988	19,128	18,088	17,180	16,260
	Town Hall Principal (net of CPA)			112,500	115,000	115,000
	Town Hall Interest			90,000	50,838	48,538
	Littleton County Road Principal			58,000	55,000	55,000
	Littleton County Road Interest			25,720	14,300	13,200
	Fire Tanker Truck Principal			25,000	25,000	25,000
	Fire Tanker Truck Interest			14,000	7,750	7,250
	Hildreth House Accessibility Principal				66,000	65,000
	Hildreth House Accessibility Interest				37,230	43,050
	H.E.S. Feasibility Study Principal				71,000	-
	H.E.S. Feasibility Study Interest				8,280	-
62	Total Payments	964,760	939,003	1,227,338	1,212,891	1,106,273

Temporary Debt

	Exempt BAN	1,854	-	-	100,540	139,043
63		1,854	-	-	100,540	139,043

TOTAL EXCLUDED DEBT	966,614	939,003	1,227,338	1,313,431	1,245,316
----------------------------	----------------	----------------	------------------	------------------	------------------

GRAND TOTAL OMNIBUS BUDGET	21,817,801	22,160,964	23,235,250	24,377,028	25,790,853
-----------------------------------	-------------------	-------------------	-------------------	-------------------	-------------------

ENTERPRISE FUND:

Sewer Department

	Sewer Personnel					
	Personnel					
	Operating Expenses	100,000	100,000	100,000	100,000	100,000
	Debt Service (from Betterments)	90,710	90,710	91,483	91,657	91,657
	Total Expenses	190,710	190,710	191,483	191,657	191,657
64	Total Sewer Enterprise	190,710	190,710	191,483	191,657	191,657

All operating expenses to be funded by rates and fees.

Sewer Debt funded by exempt debt and betterments.

TOWN MEETING AND ELECTION RESULTS

ARTICLE 7: RESERVE FUND – FISCAL YEAR 2019

To see if the Town will vote to raise and appropriate or transfer from available funds, a sum of money to be placed in the Reserve Fund Account for unforeseen and extraordinary expenses for Fiscal Year 2019, or pass any vote or votes in relation thereto.

(Inserted by Finance Committee)

On a motion by Steve Colwell, 192 Littleton Road, Finance Committee and seconded,

I move that the Town appropriate \$350,000 to be placed in the Reserve Fund of the Town for unforeseen and extraordinary expenses for Fiscal Year 2019 and that said appropriation be provided by raising \$350,000 by taxation.

Voted majority yes that the Town appropriate \$350,000 to be placed in the Reserve Fund of the Town for unforeseen and extraordinary expenses for Fiscal Year 2019 and that said appropriation be provided by raising \$350,000 by taxation.

ARTICLE 8: FIRE HOSE

To see if the Town will vote to raise and appropriate or transfer from available funds a sum of money to be expended by the Fire Chief, with the approval of the Board of Selectmen, to purchase a fire hose, with unexpended funds as of June 30, 2019 being returned to their funding source, or pass any vote or votes in relation thereto. (Inserted by Board of Selectmen)

On a motion by Stuart Sklar, 39 Scott Road, Board of Selectmen and seconded,

I move that the Town appropriate \$10,000 to be expended by the Fire Chief, with the approval of the Board of Selectmen, to purchase a fire hose, with unexpended funds as of June 30, 2019 being returned to their funding source and that said appropriation be provided by raising \$10,000 by taxation.

Voted majority yes that the Town appropriate \$10,000 to be expended by the Fire Chief, with the approval of the Board of Selectmen, to purchase a fire hose, with unexpended funds as of June 30, 2019 being returned to their funding source and that said appropriation be provided by raising \$10,000 by taxation.

ARTICLE 9: SEASONAL MOWING

To see if the Town will vote to raise and appropriate, borrow or transfer from available funds, a sum of money to be expended by the Department of Public Works Director, with the approval of the Board of Selectmen, to hire someone on a part-time basis to do seasonal mowing, with unexpended funds as of June 30, 2019 being returned to their funding source, or pass any vote or votes in relation thereto.

(Inserted by Board of Selectmen)

TOWN MEETING AND ELECTION RESULTS

On a motion by Ken Swanton, 14 Fairbank Street, Board of Selectmen and seconded,

I move that the Town appropriate \$15,000 to be expended by the Department of Public Works Director, with the approval of the Board of Selectmen, to hire someone on a part-time basis to do seasonal mowing, with unexpended funds as of June 30, 2019 being returned to their funding source and that said appropriation be provided by raising \$15,000 by taxation.

Voted majority yes that the Town appropriate \$15,000 to be expended by the Department of Public Works Director, with the approval of the Board of Selectmen, to hire someone on a part-time basis to do seasonal mowing, with unexpended funds as of June 30, 2019 being returned to their funding source and that said appropriation be provided by raising \$15,000 by taxation.

ARTICLE 10: DPW – ROADSIDE TREE MAINTENANCE

To see if the Town will vote to raise and appropriate, borrow or transfer from available funds, a sum of money to be expended by the Department of Public Works Director, with the approval of the Board of Selectmen, to contract with a professional company to trim trees and large brush along Harvard's roadsides, with unexpended funds as of June 30, 2019 being returned to their funding source, or pass any vote or votes in relation thereto.

(Inserted by Board of Selectmen)

On a motion by Ken Swanton, 14 Fairbank Street, Board of Selectmen and seconded,

I move that the Town appropriate \$20,000 to be expended by the Department of Public Works Director, with the approval of the Board of Selectmen, to contract with a professional company to trim trees and large brush along Harvard's roadsides, with unexpended funds as of June 30, 2019 being returned to their funding source and that said appropriation be provided by raising \$20,000 by taxation.

Voted majority yes that the Town appropriate \$20,000 to be expended by the Department of Public Works Director, with the approval of the Board of Selectmen, to contract with a professional company to trim trees and large brush along Harvard's roadsides, with unexpended funds as of June 30, 2019 being returned to their funding source and that said appropriation be provided by raising \$20,000 by taxation.

ARTICLE 11: TOWN PLANNER

To see if the Town will vote to raise and appropriate or transfer from available funds a sum of money to create the Position of Town Planner in Fiscal Year 2019, as an employee position within the Town of Harvard, with unexpended funds as of June 30, 2019 being returned to their funding source, or pass any vote or votes in relation thereto.

(Inserted by Planning Board)

TOWN MEETING AND ELECTION RESULTS

On a motion by Kara Minar, 204 Still River Road, Board of Selectmen and seconded,

I move that the Town raise and appropriate \$76,000 to create and fund the position of Town Planner in Fiscal Year 2019, as an employee position within the Town of Harvard, from which appropriation not more than \$70,000 may be expended for the salary of said employee and not more than \$6,000 may be expended for the fringe benefits of said employee, with unexpended funds as of June 30, 2019 being returned to their funding source.

An amendment to the article was proposed by Lucas Thayer, 92 South Shaker Road, that the Town Planner position be an elected position.

Moderator Robert Eubank ruled that the amendment is not within the scope of the article.

Voted majority yes that the Town raise and appropriate \$76,000 to create and fund the position of Town Planner in Fiscal Year 2019, as an employee position within the Town of Harvard, from which appropriation not more than \$70,000 may be expended for the salary of said employee and not more than \$6,000 may be expended for the fringe benefits of said employee, with unexpended funds as of June 30, 2019 being returned to their funding source.

ARTICLE 12: CONSERVATION FUND

To see if the Town will vote to raise and appropriate or transfer from available funds, a sum of money to be placed in the Conservation Fund, or pass any vote or votes in relation thereto.

(Inserted by Board of Selectmen on behalf of the Conservation Commission)

On a motion by Kara Minar, 204 Still River Road, Board of Selectmen and seconded,

I move that the Town appropriate \$10,000 to be placed in the Conservation Fund, to be used to fund the maintenance of conservation land that was not purchased with Community Preservation Act (CPA) funds, and that said appropriation be provided by raising \$10,000 by taxation.

An amendment to the article was proposed by Lucas Thayer, 92 South Shaker Road and seconded, to increase the amount appropriated to \$35,000.

The amendment was not accepted by the Board of Selectmen.

The amendment was voted majority no.

Voted majority yes that the Town appropriate \$10,000 to be placed in the Conservation Fund, to be used to fund the maintenance of conservation land that was not purchased with Community Preservation Act (CPA) funds, and that said appropriation be provided by raising \$10,000 by taxation.

TOWN MEETING AND ELECTION RESULTS

ARTICLE 13: CAPITAL STABILIZATION AND INVESTMENT FUND FUNDING

To see if the Town will vote to raise and appropriate, borrow or transfer from available funds, a sum of money to be deposited by the Town Treasurer, with the approval of the Board of Selectmen, into the Capital Stabilization and Investment Fund, or pass any vote or votes in relation thereto.

(Inserted by Finance Committee)

On a motion by John Seeley, 20 Pinnacle Road, Finance Committee and seconded,

I move that the Town appropriate \$40,000 to be deposited by the Town Treasurer, with the approval of the Board of Selectmen, into the Capital Planning and Investment Fund and that said appropriation be provided by raising \$40,000 by taxation.

Voted majority yes that the Town appropriate \$40,000 to be deposited by the Town Treasurer, with the approval of the Board of Selectmen, into the Capital Planning and Investment Fund and that said appropriation be provided by raising \$40,000 by taxation.

ARTICLE 14: CAPITAL PLANNING AND INVESTMENT COMMITTEE DEBT PAYMENT

To see if the Town will vote to raise and appropriate, borrow or transfer from available funds, a sum of money to be expended by the Town Treasurer, with the approval of the Board of Selectmen, to fund the Capital Planning and Investment Committee's debt service for Fiscal Year 2019, with unexpended funds as of June 30, 2019 being returned to their funding source, or pass any vote or votes in relation thereto.

(Inserted by Finance Committee and Capital Planning and Investment Committee)

On a motion by John Seeley, 20 Pinnacle Road, Finance Committee and seconded,

I move that the Town transfer \$74,750 from the Capital Stabilization and Investment Fund, to be expended by the Town Treasurer, with the approval of the Board of Selectmen, to fund the Capital Planning and Investment Committee's debt service for Fiscal Year 2019, with unexpended funds as of June 30, 2019 being returned to their funding source.

Voted greater than 2/3 yes that the Town transfer \$74,750 from the Capital Stabilization and Investment Fund, to be expended by the Town Treasurer, with the approval of the Board of Selectmen, to fund the Capital Planning and Investment Committee's debt service for Fiscal Year 2019, with unexpended funds as of June 30, 2019 being returned to their funding source.

ARTICLE 15: UPGRADE TOWN'S FIRE ALARM SYSTEM

To see if the Town will vote to raise and appropriate, borrow or transfer from available funds, a sum of money to be expended by the Fire Chief, with the approval of the Board of Selectmen, to perform upgrades on the Town's fire alarm system, with any unexpended funds as of June 30, 2019 being returned to their funding source, or pass any vote or votes in relation thereto.

(Inserted by Board of Selectmen and Capital Planning and Investment Committee)

TOWN MEETING AND ELECTION RESULTS

On a motion by Alice von Loesecke, 84 Warren Avenue, Board of Selectmen and seconded,

I move that the Town transfer \$27,066 from the Capital Stabilization and Investment Fund, to be expended by the Fire Chief, with the approval of the Board of Selectmen, to perform upgrades on the Town's fire alarm system, with any unexpended funds as of June 30, 2019 being returned to their funding source.

Voted greater than 2/3 yes that the Town transfer \$27,066 from the Capital Stabilization and Investment Fund, to be expended by the Fire Chief, with the approval of the Board of Selectmen, to perform upgrades on the Town's fire alarm system, with any unexpended funds as of June 30, 2019 being returned to their funding source.

ARTICLE 16: VAULT SHELVING SYSTEM

To see if the Town will vote to raise and appropriate, borrow or transfer from available funds, a sum of money to be expended by the Town Clerk, to purchase and install a new shelving system in the Town Vault, with any unexpended funds as of June 30, 2020 being returned to their funding source, or pass any vote or votes in relation thereto.

(Inserted by Board of Selectmen and Capital Planning and Investment Committee)

On a motion by Alice von Loesecke, 84 Warren Avenue, Board of Selectmen and seconded,

I move that the Town transfer \$30,000 from the Capital Stabilization and Investment Fund, to be expended by the Town Clerk, with the approval of the Board of Selectmen, to purchase and install a new shelving system in the Town Vault, with any unexpended funds as of June 30, 2020 being returned to their funding source.

Voted greater than 2/3 yes that the Town transfer \$30,000 from the Capital Stabilization and Investment Fund, to be expended by the Town Clerk, with the approval of the Board of Selectmen, to purchase and install a new shelving system in the Town Vault, with any unexpended funds as of June 30, 2020 being returned to their funding source.

ARTICLE 17: FIRE STATION STUDY

To see if the Town will vote to raise and appropriate, borrow or transfer from available funds, a sum of money to be expended by the Fire Chief, with the approval of the Board of Selectmen, to study and determine if the current Fire Department site and facility is adequate for the needs of the Town and determine potential solutions to address the Fire Department needs should the current site not be adequate, this shall include determining potential other sites and traffic issues at the current site, with any unexpended funds as of June 30, 2020 being returned to their funding source or pass any vote or votes in relation thereto.

(Inserted by Board of Selectmen and Capital Planning and Investment Committee)

On a motion by Alice von Loesecke, 84 Warren Avenue, Board of Selectmen and seconded,

TOWN MEETING AND ELECTION RESULTS

I move that the Town transfer \$40,000 from the Capital Stabilization and Investment Fund, to be expended by the Fire Chief, with the approval of the Board of Selectmen, to study and determine if the current Fire Department site and facility is adequate for the needs of the Town and determine potential solutions to address the Fire Department needs should the current site not be adequate, which study shall include determining potential other sites and traffic issues at the current site, with any unexpended funds as of June 30, 2020 being returned to their funding source.

Voted greater than 2/3 yes that the Town transfer \$40,000 from the Capital Stabilization and Investment Fund, to be expended by the Fire Chief, with the approval of the Board of Selectmen, to study and determine if the current Fire Department site and facility is adequate for the needs of the Town and determine potential solutions to address the Fire Department needs should the current site not be adequate, which study shall include determining potential other sites and traffic issues at the current site, with any unexpended funds as of June 30, 2020 being returned to their funding source.

ARTICLE 18: FIRE CHIEF VEHICLE

To see if the Town will vote to raise and appropriate, borrow or transfer from available funds, a sum of money to be expended by the Fire Chief, with the approval of the Board of Selectmen, to purchase a new command vehicle for the Fire Chief that will replace the current ten-year-old command vehicle, with any unexpended funds as of June 30, 2019 being returned to their funding source, or pass any vote or votes in relation thereto.

(Inserted by Board of Selectmen and Capital Planning and Investment Committee)

On a motion by Alice von Loesecke, 84 Warren Avenue, Board of Selectmen and seconded,

I move that the Town transfer \$35,000 from the Capital Stabilization and Investment Fund, to be expended by the Fire Chief, with the approval of the Board of Selectmen, to purchase a new command vehicle for the Fire Chief that will replace the current ten-year-old command vehicle, with any unexpended funds as of June 30, 2019 being returned to their funding source.

Voted greater than 2/3 yes that the Town transfer \$35,000 from the Capital Stabilization and Investment Fund, to be expended by the Fire Chief, with the approval of the Board of Selectmen, to purchase a new command vehicle for the Fire Chief that will replace the current ten-year-old command vehicle, with any unexpended funds as of June 30, 2019 being returned to their funding source.

ARTICLE 19: REPLACE HOT WATER TANKS AT THE BROMFIELD SCHOOL

To see if the Town will vote to raise and appropriate, borrow or transfer from available funds, a sum of money to be expended by the Superintendent of Schools, with the approval of the School Committee, to purchase and install new hot water tanks at The Bromfield School, said funds to be available in Fiscal Year 2019, with any unexpended funds as of June 30, 2020 being returned to their funding source, or pass any vote or votes in relation thereto.

(Inserted by School Committee and Capital Planning and Investment Committee)

On a motion by SusanMary Redinger, 121 Ayer Road, Capital Planning and Investment Committee and seconded,

TOWN MEETING AND ELECTION RESULTS

I move that the Town transfer \$28,000, from the Capital Stabilization and Investment Fund, to be expended by the Superintendent of Schools, with the approval of the School Committee, to purchase and install new hot water tanks at The Bromfield School, which funds shall be available in Fiscal Year 2019, with any unexpended funds as of June 30, 2020 being returned to their funding source.

Voted greater than 2/3 yes that the Town transfer \$28,000, from the Capital Stabilization and Investment Fund, to be expended by the Superintendent of Schools, with the approval of the School Committee, to purchase and install new hot water tanks at The Bromfield School, which funds shall be available in Fiscal Year 2019, with any unexpended funds as of June 30, 2020 being returned to their funding source.

ARTICLE 20: EMERGENCY GENERATOR – WATER DEPARTMENT

To see if the Town will vote to raise and appropriate, borrow or transfer from available funds, a sum of money to be expended by the Department of Public Works Director, with the approval of the Board of Selectmen, to purchase and install an emergency generator at the Town well site, with any unexpended funds as of June 30, 2020 being returned to their funding source, or pass any vote or votes in relation thereto. (Inserted by Board of Selectmen and Capital Planning and Investment Committee)

On a motion by SusanMary Redinger, 121 Ayer Road, Capital Planning and Investment Committee and seconded,

I move that the Town transfer \$20,000 from the Capital Stabilization and Investment Fund, to be expended by the Department of Public Works Director, with the approval of the Board of Selectmen, to purchase and install an emergency generator at the Town well site, with any unexpended funds as of June 30, 2020 being returned to their funding source.

A motion was made by Jonathan Mead, 163 Littleton Road and seconded to amend the article by replacing the words “emergency generator” with “transfer switch”.

The Board of Selectmen and Capital Planning and Investment Committee did not accept the amendment.

Voted 376 yes, 350 no to accept the amendment to the article to replace the words “emergency generator” with “transfer switch”.

Voted greater than 2/3 yes to transfer \$20,000 from the Capital Stabilization and Investment Fund, to be expended by the Department of Public Works Director, with the approval of the Board of Selectmen, to purchase and install a transfer switch at the Town well site, with any unexpended funds as of June 30, 2020 being returned to their funding source.

ARTICLE 21: THE BROMFIELD SCHOOL BATHROOMS RENOVATION

To see if the Town will vote to raise and appropriate, borrow or transfer from available funds, a sum of money to be expended by the Superintendent of Schools, with the approval of the School Committee, for the replacement of toilets, stalls, and sinks in each of the remaining bathrooms at The Bromfield School, said funds to be available in Fiscal Year 2019, with any unexpended funds as of June 30, 2020 being returned to their funding source, or pass any vote or votes in relation thereto.

(Inserted by School Committee and Capital Planning and Investment Committee)

TOWN MEETING AND ELECTION RESULTS

On a motion by SusanMary Redinger, 121 Ayer Road, Capital Planning and Investment Committee and seconded,

I move that the Town transfer \$25,000 from the Capital Stabilization and Investment Fund, to be expended by the Superintendent of Schools, with the approval of the School Committee, for the replacement of toilets, stalls, and sinks in each of the remaining bathrooms at The Bromfield School, which funds shall be available in Fiscal Year 2019, with any unexpended funds as of June 30, 2020 being returned to their funding source.

Voted greater than 2/3 yes that the Town transfer \$25,000 from the Capital Stabilization and Investment Fund, to be expended by the Superintendent of Schools, with the approval of the School Committee, for the replacement of toilets, stalls, and sinks in each of the remaining bathrooms at The Bromfield School, which funds shall be available in Fiscal Year 2019, with any unexpended funds as of June 30, 2020 being returned to their funding source.

ARTICLE 22: UPGRADE CRONIN AUDITORIUM

To see if the Town will vote to raise and appropriate, borrow or transfer from available funds, a sum of money to be expended by the Superintendent of Schools, with the approval of the School Committee, to upgrade the stage and the lighting within the Cronin Auditorium, said funds to be available in Fiscal Year 2018, with any unexpended funds as of June 30, 2020 being returned to their funding source, or pass any vote or votes in relation thereto.

(Inserted by School Committee and Capital Planning and Investment Committee)

On a motion by Mary Frances Traphagen, 146 Still River Road, School Committee and seconded,

I move that the Town transfer \$100,000 from the Capital Stabilization and Investment Fund, to be expended by the Superintendent of Schools, with the approval of the School Committee, to upgrade the stage and the lighting within the Cronin Auditorium, which funds shall be available in Fiscal Year 2018, with any unexpended funds as of June 30, 2020 being returned to their funding source.

Voted greater than 2/3 yes that the Town transfer \$100,000 from the Capital Stabilization and Investment Fund, to be expended by the Superintendent of Schools, with the approval of the School Committee, to upgrade the stage and the lighting within the Cronin Auditorium, which funds shall be available in Fiscal Year 2018, with any unexpended funds as of June 30, 2020 being returned to their funding source.

ARTICLE 23: HILDRETH HOUSE STUDY UPDATE

To see if the Town will vote to raise and appropriate, borrow or transfer from available funds, a sum of money to be expended by the Town Administrator, with the approval of the Board of Selectmen, to update the Hildreth House Study, said funds to be available in Fiscal Year 2019, with any unexpended funds as of June 30, 2020 being returned to their funding source, or pass any vote or votes in relation thereto.

(Inserted by Board of Selectmen and Capital Planning and Investment Committee)

On a motion by SusanMary Redinger, 121 Ayer Road, Capital Planning and Investment Committee and seconded,

TOWN MEETING AND ELECTION RESULTS

I move that the Town transfer \$40,000 from the Capital Stabilization and Investment Fund, to be expended by the Town Administrator, with the approval of the Board of Selectmen, to update the Hildreth House Study, which funds shall be available in Fiscal Year 2019, with any unexpended funds as of June 30, 2020 being returned to their funding source.

Voted greater than 2/3 yes that the Town transfer \$40,000 from the Capital Stabilization and Investment Fund, to be expended by the Town Administrator, with the approval of the Board of Selectmen, to update the Hildreth House Study, which funds shall be available in Fiscal Year 2019, with any unexpended funds as of June 30, 2020 being returned to their funding source.

ARTICLE 24: AMEND CODE OF HARVARD CHAPTER 62 – LICENSES AND PERMITS

To see if the Town will vote to amend the Code of Harvard, Chapter 62. Licenses and Permits, sub section 62-1., List of persons failing to pay taxes or other charges, by deleting the section which currently reads:

“The Tax Collector or other municipal official responsible for records of all municipal taxes, assessments, betterments, and other municipal charges, hereinafter referred to as the "Tax Collector," shall annually furnish to each department, board, commission or division, hereinafter referred to as the "licensing authority," that issues licenses or permits, including renewals and transfers, a list of any person, corporation, or business enterprise, hereinafter referred to as the "party," that has neglected or refused to pay any local taxes, fees, assessments, betterments or other municipal charges for not less than a twelve-month period, and that such party has not filed in good faith a pending application for an abatement of such tax or a pending petition before the Appellate Tax Board.”

and replacing it with the following:

[underlining denotes changed language]

“The Tax Collector or other municipal official responsible for records of all municipal taxes, assessments, betterments, and other municipal charges, hereinafter referred to as the "Tax Collector," shall furnish, on a quarterly basis, to each department, board, commission or division, hereinafter referred to as the "licensing authority," that issues licenses or permits, including renewals and transfers, a list of any person, corporation, or business enterprise, hereinafter referred to as the "party," that has neglected or refused to pay any local taxes, fees, assessments, betterments or other municipal charges and that such party has not filed in good faith a pending application for an abatement of such tax or a pending petition before the Appellate Tax Board.”

Or pass any vote or votes in relation thereto.

(Inserted by Board of Selectmen)

On a motion by Lucy Wallace, 18 Orchard Hill, Board of Selectmen, and seconded,

I move that the Town amend the Code of the Town of Harvard, Chapter 62. Licenses and Permits, sub section 62-1., List of persons failing to pay taxes or other charges, by making the following revision thereto:

[underlining denotes added language]

TOWN MEETING AND ELECTION RESULTS

“The Tax Collector or other municipal official responsible for records of all municipal taxes, assessments, betterments, and other municipal charges, hereinafter referred to as the "Tax Collector," shall furnish, on a quarterly basis, to each department, board, commission or division, hereinafter referred to as the "licensing authority," that issues licenses or permits, including renewals and transfers, a list of any person, corporation, or business enterprise, hereinafter referred to as the "party," that has neglected or refused to pay any local taxes, fees, assessments, betterments or other municipal charges and that such party has not filed in good faith a pending application for an abatement of such tax or a pending petition before the Appellate Tax Board.”

Voted majority yes that the Town amend the Code of the Town of Harvard, Chapter 62. Licenses and Permits, sub section 62-1., List of persons failing to pay taxes or other charges, by making the following revision thereto:

[underlining denotes added language]

“The Tax Collector or other municipal official responsible for records of all municipal taxes, assessments, betterments, and other municipal charges, hereinafter referred to as the "Tax Collector," shall furnish, on a quarterly basis, to each department, board, commission or division, hereinafter referred to as the "licensing authority," that issues licenses or permits, including renewals and transfers, a list of any person, corporation, or business enterprise, hereinafter referred to as the "party," that has neglected or refused to pay any local taxes, fees, assessments, betterments or other municipal charges and that such party has not filed in good faith a pending application for an abatement of such tax or a pending petition before the Appellate Tax Board.”

Approved by the Attorney General on June 22, 2018.

ARTICLE 25: HILDRETH ELEMENTARY SCHOOL BUILDING PROJECT

To see if the Town will vote to appropriate, borrow or transfer from available funds, an amount of money to be expended under the direction of the School Building Committee to construct, originally equip and furnish a new Hildreth Elementary School on the existing site for students in grades PK-5, including the cost of architectural design, project management and other incidental and related costs, as well as demolition of the existing building and other necessary site improvements, which school facility shall have an anticipated useful life as an educational facility for the instruction of school children of at least 50 years and for which the Town may be eligible for a school construction grant from the Massachusetts School Building Authority (“MSBA”), contingent upon the passage of a Proposition Two and One-Half debt exclusion ballot question at the Annual Town Election to be held on May 8, 2018. The Town acknowledges that the MSBA’s grant program is a non-entitlement, discretionary program based on need, as determined by the MSBA, and any project costs the Town incurs in excess of any grant approved by and received from the MSBA shall be the sole responsibility of the Town. Any grant that the Town may receive from the MSBA for the Project shall not exceed the lesser of (1) forty-nine point twenty-one percent (49.21%) of eligible, approved project costs, as determined by the MSBA, or (2) the total maximum grant amount determined by the MSBA.

(Submitted by the School Committee)

TOWN MEETING AND ELECTION RESULTS

On a motion by Mary Frances Traphagen, 146 Still River Road, School Committee and seconded,

I move that the Town: a.) appropriate Fifty-Three Million Five Hundred Ninety-Seven Thousand Eight Hundred and Seven (\$53,597,807) Dollars for the purpose of paying costs to construct, originally equip and furnish a new Hildreth Elementary School on the existing site, located at 27 Massachusetts Avenue in Harvard (also known as Map 22B, Lot 42 on the Harvard Assessor's Maps), for students in grades PK-5, including the cost of architectural design, project management and other incidental and related costs, as well as demolition of the existing building and other necessary site improvements, including the payment of all costs incidental or related thereto (the "Project"), which school facility shall have an anticipated useful life as an educational facility for the instruction of school children for at least 50 years, and for which the Town may be eligible for a grant from the Massachusetts School Building Authority ("MSBA"), said amount to be expended under the direction of the School Building Committee, and to meet this appropriation, the Town Treasurer, is authorized to borrow said amount under M.G.L. Chapter 44, or pursuant to any other enabling authority; and b.) acknowledge that the MSBA's grant program is a non-entitlement, discretionary program based on need, as determined by the MSBA, and any project costs the Town incurs in excess of any grant approved by and received from the MSBA shall be the sole responsibility of the Town; provided that: (i) any grant that Town may receive from the MSBA for the Project shall not exceed the lesser of (1) Fifty point Sixty-Eight percent (50.68%) of eligible, approved project costs, as determined by the MSBA, or (2) the total maximum grant amount determined by the MSBA; (ii) any appropriation hereunder shall be subject to and contingent upon an affirmative vote of the Town to exempt the amounts required for the payment of interest and principal on said borrowing from the limitations on taxes imposed by M.G.L. Chapter 59, Section 21C (Proposition 2½); (iii) the amount of borrowing authorized pursuant to this vote shall be reduced by any grant amount set forth in the Project Funding Agreement that may be executed between the Town of Harvard and the MSBA; and (iv) any premium received upon the sale of any bonds or notes approved by this vote, less any such premium applied to the payment of the costs of issuance of such bonds or notes, may be applied to the payment of costs approved by this vote in accordance with Chapter 44, Section 20 of the General Laws, thereby reducing the amount authorized to be borrowed to pay such costs by a like amount.

A motion to move the question by Jim Breslauer, 130 Poor Farm Road, was seconded and voted greater than 2/3rds yes.

Voted 727 yes, 282 no that the Town: a.) appropriate Fifty-Three Million Five Hundred Ninety-Seven Thousand Eight Hundred and Seven (\$53,597,807) Dollars for the purpose of paying costs to construct, originally equip and furnish a new Hildreth Elementary School on the existing site, located at 27 Massachusetts Avenue in Harvard (also known as Map 22B, Lot 42 on the Harvard Assessor's Maps), for students in grades PK-5, including the cost of architectural design, project management and other incidental and related costs, as well as demolition of the existing building and other necessary site improvements, including the payment of all costs incidental or related thereto (the "Project"), which school facility shall have an anticipated useful life as an educational facility for the instruction of school children for at least 50 years, and for which the Town may be eligible for a grant from the Massachusetts School Building Authority ("MSBA"), said amount to be expended under the direction of the School Building Committee, and to meet this appropriation, the Town Treasurer, is authorized to borrow said amount under M.G.L. Chapter 44, or pursuant to any other enabling authority; and b.) acknowledge that the MSBA's grant program is a non-entitlement, discretionary program based on need, as determined by the MSBA, and any project costs the

TOWN MEETING AND ELECTION RESULTS

Town incurs in excess of any grant approved by and received from the MSBA shall be the sole responsibility of the Town; provided that: (i) any grant that Town may receive from the MSBA for the Project shall not exceed the lesser of (1) Fifty point Sixty-Eight percent (50.68%) of eligible, approved project costs, as determined by the MSBA, or (2) the total maximum grant amount determined by the MSBA; (ii) any appropriation hereunder shall be subject to and contingent upon an affirmative vote of the Town to exempt the amounts required for the payment of interest and principal on said borrowing from the limitations on taxes imposed by M.G.L. Chapter 59, Section 21C (Proposition 2½); (iii) the amount of borrowing authorized pursuant to this vote shall be reduced by any grant amount set forth in the Project Funding Agreement that may be executed between the Town of Harvard and the MSBA; and (iv) any premium received upon the sale of any bonds or notes approved by this vote, less any such premium applied to the payment of the costs of issuance of such bonds or notes, may be applied to the payment of costs approved by this vote in accordance with Chapter 44, Section 20 of the General Laws, thereby reducing the amount authorized to be borrowed to pay such costs by a like amount.

ARTICLE 26: COMMUNITY PRESERVATION COMMITTEE REPORT

To see if the Town will vote to accept the report and recommendations of the Community Preservation Committee on the Fiscal Year 2019 Community Preservation Budget as printed in the 2018 Finance Committee Book, or pass any vote or votes in relation thereto.

(Inserted by the Community Preservation Committee)

On a motion by Didi Chadran, 206 Stow Road, Community Preservation Committee and seconded,

I move that the Town hear the report and recommendations of the Community Preservation Committee on the Fiscal Year 2019 Community Preservation Budget.

Voted unanimously yes that the Town hear the report and recommendations of the Community Preservation Committee on the Fiscal Year 2019 Community Preservation Budget.

ARTICLE 27: TOWN CLERK – PRESERVATION OF HISTORIC TOWN DOCUMENTS

To see if the Town will vote to appropriate and transfer from Fiscal 2019 Community Preservation Unspecified Reserves the sum of \$26,000, to be expended by the Town Clerk for the purpose of preserving and restoring historic town documents with unexpended funds as of June 30, 2019 being returned to their funding source, or pass any vote or votes in relation thereto.

(Inserted by the Town Clerk and the Community Preservation Committee)

On a motion by Didi Chadran, 206 Stow Road, Community Preservation Committee and seconded,

I move that the Town appropriate and transfer from Fiscal 2019 Community Preservation Fund Unspecified Reserves \$26,000 to be expended by the Town Clerk for the purpose of preserving and restoring historic town documents with unexpended funds as of June 30, 2019 being returned to their funding source.

Voted unanimously yes that the Town appropriate and transfer from Fiscal 2019 Community Preservation Fund Unspecified Reserves \$26,000 to be expended by the Town Clerk for the purpose of preserving and restoring historic town documents with unexpended funds as of June 30, 2019 being returned to their funding source.

TOWN MEETING AND ELECTION RESULTS

ARTICLE 28: CONSERVATION COMMISSION – INVASIVE PLANT MANAGEMENT

To see if the Town will vote to appropriate and transfer from Fiscal 2019 Community Preservation Fund unspecified reserves the sum of \$26,000, to be placed in the Conservation Fund, to be expended by the Conservation Commission for the purpose of controlling invasive plants on lands acquired with Community Preservation funds with unexpended funds as of June 30, 2020 being returned to their funding source, or pass any vote or votes in relation thereto.

(Inserted by the Conservation Commission and the Community Preservation Committee)

On a motion by Didi Chadran, 206 Stow Road, Community Preservation Committee and seconded,

I move that the Town appropriate and transfer \$26,000 from Fiscal 2019 Community Preservation Fund Unspecified Reserves, to be placed in the Conservation Fund, to be expended by the Conservation Commission for the purpose of controlling invasive plants on lands acquired with Community Preservation funds with unexpended funds as of June 30, 2020 being returned to their funding source.

Voted majority yes that the Town appropriate and transfer \$26,000 from Fiscal 2019 Community Preservation Fund Unspecified Reserves, to be placed in the Conservation Fund, to be expended by the Conservation Commission for the purpose of controlling invasive plants on lands acquired with Community Preservation funds with unexpended funds as of June 30, 2020 being returned to their funding source.

ARTICLE 29: COMMUNITY PRESERVATION COMMITTEE AFFORDABLE HOUSING RESERVES

To see if the Town will vote to appropriate and transfer \$26,000 from Fiscal 2019 Community Preservation Fund unspecified reserves to the Community Preservation Committee Affordable Housing Reserves, or pass any vote or votes in relation thereto.

(Inserted by the Community Preservation Committee)

On a motion by John Lee, 27 Ayer Road, Community Preservation Committee and seconded,

I move that the Town appropriate and transfer \$26,000 from Fiscal 2019 Community Preservation Fund unspecified reserves to the Community Preservation Fund Affordable Housing Reserves.

Voted majority yes that the Town appropriate and transfer \$26,000 from Fiscal 2019 Community Preservation Fund unspecified reserves to the Community Preservation Fund Affordable Housing Reserves.

ARTICLE 30: PAYMENT OF DEBT ON TOWN HALL RENOVATION

To see if the Town will vote to appropriate and transfer \$51,000 from Fiscal 2019 Community Preservation Fund unspecified reserves, to be expended by the Town Treasurer for payment of debt for the renovation of Town Hall, or pass any vote or votes in relation thereto.

(Inserted by the Community Preservation Committee)

On a motion by John Lee, 27 Ayer Road, Community Preservation Committee and seconded,

I move that the Town appropriate and transfer \$51,000 from Fiscal 2019 Community Preservation Fund unspecified reserves for the payment of the debt service costs for the renovation of Town Hall.

TOWN MEETING AND ELECTION RESULTS

Voted unanimously yes that the Town appropriate and transfer \$51,000 from Fiscal 2019 Community Preservation Fund unspecified reserves for the payment of the debt service costs for the renovation of Town Hall.

ARTICLE 31: COMMUNITY PRESERVATION FUNDS – ADMINISTRATIVE EXPENSES

To see if the Town will vote to appropriate and transfer from Fiscal 2019 Community Preservation Fund unspecified reserves, the sum of \$2,500 to be expended by the Harvard Community Preservation Committee for administrative expenses, including Community Preservation Coalition dues and necessary legal fees, with unexpended funds as of June 30, 2019 being returned to their funding source, or pass any vote or votes in relation thereto.

(Inserted by the Community Preservation Committee)

On a motion by John Lee, 27 Ayer Road, Community Preservation Committee and seconded, I move that the Town appropriate and transfer from Fiscal 2019 Community Preservation Fund unspecified reserves \$2,500 to be expended by the Harvard Community Preservation Committee for administrative expenses, including Community Preservation Coalition dues and necessary legal fees, with unexpended funds as of June 30, 2019 being returned to their funding source.

Voted majority yes that the Town appropriate and transfer from Fiscal 2019 Community Preservation Fund unspecified reserves \$2,500 to be expended by the Harvard Community Preservation Committee for administrative expenses, including Community Preservation Coalition dues and necessary legal fees, with unexpended funds as of June 30, 2019 being returned to their funding source.

ARTICLE 32: LOCAL OPTION RECREATIONAL MARIJUANA EXCISE TAX

To see if the Town will vote to accept the provisions of Massachusetts General Laws. Chapter. 64N, Section 3, as amended, and impose a local sales tax upon the sale of recreational marijuana by a marijuana retailer operating within the Town at a rate of 3% of the gross receipts of the vendor from the sale of recreational marijuana, marijuana products, and marijuana edibles, said excise to take effect on the first day of the calendar quarter commencing at least thirty days after such vote of Town Meeting, or pass any vote or votes in relation thereto.

(Inserted by Board of Selectmen).

On a motion by Kara Minar, 204 Still River Road, Board of Selectmen and seconded,

I move that the Town accept the provisions of Massachusetts General Laws Chapter 64N, Section 3, as amended, and impose a local sales tax upon the sale of recreational marijuana by a marijuana retailer operating within the Town at a rate of 3% of the gross receipts of the vendor from the sale of recreational marijuana, marijuana products, and marijuana edibles, said excise tax shall take effect on the first day of the calendar quarter commencing at least thirty days after today.

TOWN MEETING AND ELECTION RESULTS

Voted majority yes that the Town accept the provisions of Massachusetts General Laws Chapter 64N, Section 3, as amended, and impose a local sales tax upon the sale of recreational marijuana by a marijuana retailer operating within the Town at a rate of 3% of the gross receipts of the vendor from the sale of recreational marijuana, marijuana products, and marijuana edibles, said excise tax shall take effect on the first day of the calendar quarter commencing at least thirty days after today.

ARTICLE 33: AMEND THE PROTECTIVE BYLAW 125-2 DEFINITIONS, 125-14G, MEDICAL MARIJUANA TREATMENT CENTER AND 125-21 PERMITTED USES IN THE AR DISTRICT

To see if the Town will vote to amend Chapter 125, the Protective Bylaw, of the Code of the Town of Harvard, by making the following revisions in regards to Marijuana Establishments and Cultivation, or take any vote or votes in relation thereto.

1.) Amend §125-2, Definitions, by adding the following definition:

Marijuana Establishment - a marijuana cultivator, independent testing laboratory, marijuana product manufacturer, marijuana retailer, medical marijuana treatment center and/or any combination thereof, but excluding a marijuana social consumption establishment; and

2.) Replace §125-14.G, Medical Marijuana Treatment Center with Marijuana Establishment as follows:

G. Marijuana Establishment: In the C district, a Marijuana Establishment may be allowed by special permit (see §125-46, Special Permits) authorized by the Planning Board if in compliance with site plan standards and design review in §125-38 provided that:

- (1) A Marijuana Establishment shall not be sited within a radius of 500 feet of a public or private school, daycare center, or any facility in which children commonly congregate. The 500-foot distance shall be measured in a straight line from the nearest point of the facility in question to the nearest point of the proposed Marijuana Establishment.
- (2) The Planning Board shall not approve a special permit for more than one (1) marijuana establishment.
- (3) The total square footage of a Marijuana Establishment shall not exceed six thousand (6,000) square feet, of which not more than three thousand (3,000) square feet shall be retail space; all activity shall be contained within a permanent building;
- (4) The site plan shall show all exterior proposed security measures for the premises, including, but not limited to lighting, fencing, gates and alarms, ensuring the safety of employees and patrons and to protect the premises from theft or other criminal activity;
- (5) Hours of operation shall be between 10:00 AM and 8:00 PM seven days per week;
- (6) Prior to obtaining a certificate of occupancy or operation, an applicant shall possess a license from the Cannabis Control Commission to operate a Marijuana Establishment and comply with the Commission's regulations at all times; and have negotiated and entered into a host community agreement with the Board of Selectmen;

TOWN MEETING AND ELECTION RESULTS

- (7) No building or parking area of a Marijuana Establishment shall be located within two hundred feet (200') of an Agricultural Residential district;
- (8) Signs advertising brands of marijuana products shall not be visible from a public way and shall comply with § 125-41 Signs;
- (9) The applicant shall negotiate a host community agreement and impact fee with the Board of Selectmen prior to opening; and
- (10) A special permit is granted exclusively to the applicant and may not be transferred.

Amend §125-21, Permitted Uses in AR Districts, by adding a new clause 5 to subsection D, Uses by Special Permit Authorized by the Planning Board, as follows:

- (5) Marijuana cultivation, which shall comply with the following requirements:
 - (a) Cultivation areas shall be set back from property lines a minimum distance of two hundred feet (200');
 - (b) The cultivated area shall not be visible from a public place without the use of binoculars, aircraft or other optical aids; the Planning Board may require landscaping, a solid fence, or other measures to achieve adequate screening;
 - (c) Cultivation areas shall comply with the security and alarm requirements of 935 CMR 500 and other stipulations that the Planning Board may require;
 - (d) Marijuana cultivation is limited to 10,000 square feet of canopy as defined in 935 CMR 500;
 - (e) No overhead lights shall be used with the exception of reasonable lighting for security purposes and in compliance with lighting bylaw § 125-40;
 - (f) The applicant shall negotiate a host community agreement and impact fee with the Board of Selectmen prior to opening; and
 - (g) On site sales are prohibited.

(Inserted by the Planning Board)

On a motion by Rich Maiore, 50 Slough Road, Planning Board and seconded,

The Harvard Planning Board after voting 4-0 at its meeting of April 23, 2018 recommends to Annual Town Meeting that it supports, in total, Article 33 "Amend 125, Sections 2, 14G and 21 for Marijuana Establishments" as presented on the green handout for the 2018 Town of Harvard Annual Town Meeting.

On a motion by Rich Maiore, 50 Slough Road, Planning Board and seconded, to divide the motion into two separate motions; Motion 1 as follows:

I move that the Town amend Chapter 125 of the Code of the Town of Harvard, the Protective Bylaw, by making the revisions to Section 125-2, Definitions and Section 125-14, Paragraph G, Medical Marijuana Treatment Center thereof as printed on the green colored handout made available at the 2018 Annual Town Meeting, except that limit on the floor area of retail space in a Marijuana Establishment shall be 1,500 square feet rather than 3,000 square feet Section 125-14, Paragraph G (3).

TOWN MEETING AND ELECTION RESULTS

An amendment was proposed by Robert Mayerson, 139 Stow Road to add to the end of Section 2G (9) the wording “as part of the site plan review, applicant must get approval of the security plan from the Chief of Police”

The Planning Board accepted the amendment.

An amendment was proposed by Suzanne Daines, 82 Warren Avenue, “that the facility only allow medical marijuana sale not retail”.

The amendment was withdrawn.

An amendment was proposed by Alice von Loesecke, 84 Warren Avenue, Board of Selectmen, to amend the wording in Section 2G (3) from “...retail space;” to “...retail floor sales space;”

The Planning Board accepted the amendment.

A motion to move the question by Greg Stoddard, 15 Old Littleton Road, was seconded and voted greater than 2/3 yes.

Voted greater than 2/3 yes, on Motion 1, that the Town amend Chapter 125 of the Code of the Town of Harvard, the Protective Bylaw, by making the following revisions to Section 125-2, Definitions and Section 125-14, Paragraph G, Medical Marijuana Treatment Center:

1.) Amend §125-2, Definitions, by adding the following definition:

Marijuana Establishment - a marijuana cultivator, independent testing laboratory, marijuana product manufacturer, marijuana retailer, medical marijuana treatment center and/or any combination thereof, but excluding a marijuana social consumption establishment; and

2.) Replace §125-14.G, Medical Marijuana Treatment Center with Marijuana Establishment as follows:

G. Marijuana Establishment: In the C district, a Marijuana Establishment may be allowed by special permit (see §125-46, Special Permits) authorized by the Planning Board if in compliance with site plan standards and design review in §125-38 provided that:

- (1) A Marijuana Establishment shall not be sited within a radius of 500 feet of a public or private school, daycare center, or any facility in which children commonly congregate. The 500-foot distance shall be measured in a straight line from the nearest point of the facility in question to the nearest point of the proposed Marijuana Establishment.
- (2) The Planning Board shall not approve a special permit for more than one (1) marijuana establishment.
- (3) The total square footage of a Marijuana Establishment shall not exceed six thousand (6,000) square feet, of which not more than one thousand five hundred (1,500) square feet shall be retail floor sales space; all activity shall be contained within a permanent building;

TOWN MEETING AND ELECTION RESULTS

- (4) The site plan shall show all exterior proposed security measures for the premises, including, but not limited to lighting, fencing, gates and alarms, ensuring the safety of employees and patrons and to protect the premises from theft or other criminal activity;
- (5) Hours of operation shall be between 10:00 AM and 8:00 PM seven days per week;
- (6) Prior to obtaining a certificate of occupancy or operation, an applicant shall possess a license from the Cannabis Control Commission to operate a Marijuana Establishment and comply with the Commission's regulations at all times; and have negotiated and entered into a host community agreement with the Board of Selectmen;
- (7) No building or parking area of a Marijuana Establishment shall be located within two hundred feet (200') of an Agricultural Residential district;
- (8) Signs advertising brands of marijuana products shall not be visible from a public way and shall comply with § 125-41 Signs;
- (9) The applicant shall negotiate a host community agreement and impact fee with the Board of Selectmen prior to opening; and as part of the site plan review, applicant must get approval of the security plan from the Chief of Police;
- (10) A special permit is granted exclusively to the applicant and may not be transferred.

On a motion by Erin McBee, 221 Littleton Road, Planning Board and seconded, Motion 2 as follows:

I move that the Town amend Chapter 125 of the Code of the Town of Harvard, the Protective Bylaw, by making the revisions to Section 125-21, Permitted Uses in the AR Districts, by adding a new Clause 5 to Subsection D, Uses by Special Permit Authorized by the Planning Board, as printed on the green colored handout made available at the 2018 Annual Town Meeting.

An amendment was proposed by Kara Minar, 204 Still River Road, Board of Selectmen to add to the end of new Clause 5 to Subsection D (f) the wording "as part of the site plan review, applicant must get approval of the security plan from the Chief of Police."

The Planning Board accepted the amendment.

An amendment was proposed by Bill Marinelli, 50 Stow Road, to adopt the following definition of Marijuana Cultivator as Subsection D (h) to the new Clause 5, as found in the Commonwealth of Massachusetts Session Law, Chapter 334 of the Acts of 2016, "Marijuana cultivator, an entity licensed to cultivate, process and package marijuana, to deliver marijuana to marijuana establishments and to transfer marijuana to other marijuana establishments, but not to consumers."

The Planning Board accepted the amendment.

Voted greater than 2/3 yes, on Motion 2, that the Town amend Chapter 125 of the Code of the Town of Harvard, the Protective Bylaw, by making the revisions to Section 125-21, Permitted Uses in the AR Districts, by adding a new Clause 5 to Subsection D, Uses by Special Permit Authorized by the Planning Board.

TOWN MEETING AND ELECTION RESULTS

Amend §125-21, Permitted Uses in AR Districts, by adding a new clause 5 to subsection D, Uses by Special Permit Authorized by the Planning Board, as follows:

- (5) Marijuana cultivation, which shall comply with the following requirements:
 - (a) Cultivation areas shall be set back from property lines a minimum distance of two hundred feet (200’);
 - (b) The cultivated area shall not be visible from a public place without the use of binoculars, aircraft or other optical aids; the Planning Board may require landscaping, a solid fence, or other measures to achieve adequate screening;
 - (c) Cultivation areas shall comply with the security and alarm requirements of 935 CMR 500 and other stipulations that the Planning Board may require;
 - (d) Marijuana cultivation is limited to 10,000 square feet of canopy as defined in 935 CMR 500;
 - (e) No overhead lights shall be used with the exception of reasonable lighting for security purposes and in compliance with lighting bylaw § 125-40;
 - (f) The applicant shall negotiate a host community agreement and impact fee with the Board of Selectmen prior to opening; and as part of site plan review, applicant must get approval of the security plan from the Chief of Police;
 - (g) On site sales are prohibited.
 - (h) Marijuana cultivator, an entity licensed to cultivate, process and package marijuana, to deliver marijuana to marijuana establishments and to transfer marijuana to other marijuana establishments, but not to consumers.

The Planning Board voted 4-0 to recommend this article.

Approved by the Attorney General on June 22, 2018.

ARTICLE 34: PLANNING BOARD – Amend the Protective Bylaw Chapter 125-56

To see if the Town will vote to amend Chapter 125, the Protective Bylaw, of the Code of the Town of Harvard, by adding thereto a new section 125-56 Groundwater Protection Overlay District:

§ 125-56 GROUNDWATER PROTECTION OVERLAY DISTRICT.

A. Purpose of District.

The purpose of this Groundwater Protection Overlay District is to:

- (1) promote the health, safety, and general welfare of the community by ensuring an adequate quality and quantity of drinking water for the Town of Harvard;
- (2) preserve and protect existing and potential sources of drinking water for the Town of Harvard and the portion of Littleton’s and Ayer’s Zone II within Harvard’s boundaries.
- (3) conserve natural resources in the Town of Harvard; and
- (4) prevent temporary and permanent contamination of the environment.

TOWN MEETING AND ELECTION RESULTS

B. Applicability.

The Groundwater Protection Overlay District is superimposed on the zoning AR, C, and W districts. This overlay district shall apply to all new construction, reconstruction, or expansion of existing buildings and new or expanded uses. Applicable activities and uses in a portion of one of the underlying zoning districts that fall within the Groundwater Protection Overlay District must additionally comply with the requirements of this bylaw. Uses prohibited in the underlying zoning districts shall not be permitted in the Groundwater Protection Overlay District.

C. Definitions.

AUTOMOBILE GRAVEYARD

An establishment that is maintained, used, or operated for storing, keeping, buying, or selling wrecked, scrapped, ruined, or motor vehicle parts as defined in M.G.L. c.140B, §1.

AQUIFER

A geologic formation composed of rock, sand or gravel that contains significant amounts of potentially recoverable water.

CMR

Code of Massachusetts Regulations.

COMMERCIAL FERTILIZER

Any substance containing one or more recognized plant nutrients which is used for its plant nutrient content and which is designed for use, or claimed to have value in promoting plant growth, except un-manipulated animal and vegetable manures, marl, lime, limestone, wood ashes, gypsum, and other products exempted by state regulations.

DISCHARGE

The accidental or intentional disposal, deposit, injection, dumping, spilling, leaking, pouring, or placing of toxic or hazardous material or hazardous waste upon or into any land or water such that it may enter the surface or ground waters.

DRY WELL

A subsurface pit with open-jointed lining or holes through which stormwater drainage from roofs, basement floors, foundations or other areas seep into the surrounding soil.

GROUNDWATER PROTECTION OVERLAY DISTRICT

The land area consisting of aquifers, Interim Wellhead Protection Areas (IWPA) and Zone II recharge areas as identified on a map and adopted pursuant to this bylaw.

HAZARDOUS MATERIAL

Any substance in any form which because of its quantity, concentration, or its chemical, corrosive, flammable, reactive, toxic, infectious or radioactive characteristics, either separately or in combination with one or more substances, constitutes a present or potential threat to human health, safety, welfare, or to the environment, when improperly stored, treated, transported, disposed of, used, or otherwise managed. Hazardous material includes, without limitation, synthetic organic chemicals, petroleum products, heavy metals, radioactive or infectious materials, and all substances defined as toxic or hazardous under MGL c. 21E. This term shall not include hazardous waste or oil.

TOWN MEETING AND ELECTION RESULTS

HISTORICAL HIGH GROUNDWATER TABLE ELEVATION

A groundwater elevation determined from monitoring wells and historical water table fluctuation data compiled by the United States Geological Survey.

HAZARDOUS WASTE

A substance or combination of substances, which because of quantity, concentration, or physical, chemical or infectious characteristics may cause, or significantly contribute to an increase in mortality or an increase in serious irreversible, or incapacitating reversible illness or pose a substantial present or potential hazard to human health, safety, or welfare or to the environment when improperly treated, stored, transported, used or disposed of, or otherwise managed. This term shall include all substances identified as hazardous pursuant to the Hazardous Waste Regulations, 310 CMR 30.000.

IMPERVIOUS SURFACE

Material or structure on, above, or below the ground that does not allow precipitation or surface water runoff to penetrate into the soil.

INTERIM WELLHEAD PROTECTION AREA (IWPA)

The MassDEP designated protection radius around a public water well that lacks a Zone II.

JUNKYARD

An establishment that is maintained, operated, or used for storing, keeping, buying, or selling junk, or for the maintenance or operation of an automobile graveyard, as defined in MGL c.140B, §1.

LANDFILL

A facility established in accordance with a valid site assignment for the purposes of disposing solid waste into or on the land, pursuant to the Solid Waste Regulations, 310 CMR 19.006.

MASSDEP

Massachusetts Department of Environmental Protection.

MGL

Massachusetts General Laws.

PETROLEUM PRODUCT

Includes, but not limited to, fuel oil; gasoline; diesel; kerosene; aviation jet fuel; aviation gasoline; lubricating oils; oily sludge; oil refuse; oil mixed with other wastes; crude oils; or other liquid hydrocarbons regardless of specific gravity. Petroleum product shall not include liquefied petroleum gas including, but not limited to, liquefied natural gas, propane or butane.

NON-SANITARY WASTEWATER

Wastewater discharges from industrial and commercial facilities containing wastes from any activity other than collection of sanitary sewage including, but not limited to, activities specified in 310 CMR 15.004(6).

OPEN DUMP

A facility operated or maintained in violation of the Resource Conservation and Recovery Act 42 U.S.C. 4004(a)(b), or state regulations and criteria for solid waste disposal.

TOWN MEETING AND ELECTION RESULTS

RECHARGE AREAS

Land areas, such as a Zone II or Interim Wellhead Protection Area, where precipitation and surface water infiltrates into the ground to replenish groundwater and aquifers used for public drinking water supplies.

SEPTAGE

The liquid, solid, and semi-solid contents of privies, chemical toilets, cesspools, holding tanks, or other sewage waste receptacles. This term shall not include any material that is a hazardous waste, as defined by 310 CMR 30.000.

SLUDGE

The solid, semi-solid, and liquid residue that results from a process of wastewater treatment or drinking water treatment including wastewater residuals. This term shall not include grit, screening, or grease and oil which are removed at the head-works of a facility.

TREATMENT WORKS:

Any and all devices, processes and properties, real or personal, used in the collection, pumping, transmission, storage, treatment, disposal, recycling, reclamation, or reuse of waterborne pollutants, but not including any works receiving hazardous waste from off the site of the works for the purpose of treatment, storage, or disposal.

UTILITY WORKS

Regulated activities providing for public services, including roads, water, sewer, electricity, gas, telephone, transportation and their associated maintenance activities. This term shall include the installation of detention and retention basins for the purpose of controlling stormwater.

VERY SMALL QUANTITY GENERATOR

Any public or private entity, other than residential, which produces less than 27 gallons (100 kilograms) a month of hazardous waste or waste oil, but not including any acutely hazardous waste as defined in 310 CMR 30.136.

WASTE OIL RETENTION FACILITY

A waste oil collection facility for automobile service stations, retail outlets, and marinas which is sheltered and has adequate protection to contain a spill, seepage, or discharge of petroleum waste products in accordance with MGL c.21, §52A.

ZONE II

The delineated recharge area to a public drinking water well as approved by MassDEP and defined under the Massachusetts Drinking Water Regulations 310 CMR 22.00.7.

D. Establishment and Delineation of Groundwater Protection Overlay District.

For the purposes of this bylaw, there are hereby established within the Town of Harvard certain groundwater protection areas consisting of aquifers and/or recharge areas. These areas are delineated on a map entitled Harvard Groundwater Protection Overlay District, dated February 8, 2018, which is hereby made part of the Groundwater Protection Overlay District Bylaw and is on file in the office of the Town Clerk.

TOWN MEETING AND ELECTION RESULTS

E. District Boundary Disputes.

- (1) If the location of the Groundwater Protection Overlay District in relation to a particular parcel is in doubt, resolution of the boundary dispute shall be through a Special Permit application to the Special Permit Granting Authority (SPGA). Any application for a special permit for this purpose shall be accompanied by adequate documentation.
- (2) The burden of proof shall be upon the land owner to demonstrate that the location of the Groundwater Protection Overlay District with respect to a particular parcel(s) of land is uncertain. At the request of the land owner, the Town may engage a professional engineer, hydrologist, geologist, or soil scientist to determine more accurately the boundaries of the Groundwater Protection Overlay District with respect to a particular parcel(s) of land, and may charge the owner for the cost of the investigation. Changes to the Groundwater Protection Overlay District require town meeting approval.
- (3) Where the boundary line of the Groundwater Protection Overlay District divides a lot or parcel, the requirements established by this bylaw shall apply to the entire lot or parcel.

F. Permitted Uses.

- (1) The following uses are permitted within the Groundwater Protection Overlay District, provided that all necessary permits, orders, or approvals required by local, state, or federal law are also obtained:
 - (a) conservation of soil, water, plants, and wildlife;
 - (b) outdoor recreation, nature study, boating, fishing, hunting where otherwise legally permitted, and operations associated with the Town Beach under the auspices of the Park and Recreation Commission, Department of Public Works, or other authorized Town department;
 - (c) foot, bicycle and/or horse paths, and bridges;
 - (d) normal operation and maintenance of existing water bodies and dams, splash boards, and other water control, supply and conservation devices;
 - (e) maintenance, repair, and enlargement of any existing structure, subject to §§G and H of this bylaw;
 - (f) residential development, subject to §§G and H of this bylaw;
 - (g) farming, gardening, nursery, conservation, forestry, harvesting, and grazing, subject to §§G and H of this bylaw;
 - (h) construction, maintenance, repair, and enlargement of drinking water supply related facilities such as, but not limited to, wells, pipelines, aqueducts, and tunnels;
 - (i) any use permitted in the underlying zoning except for those uses specifically prohibited in §§G & H of this bylaw;
 - (j) temporary or seasonal portable toilets; and
 - (k) storage or composting of animal manure, subject to approval by the Board of Health (BOH) of a manure management plan, as required by the BOH Stable Permit.

G. Prohibited Uses

- (1) The following land uses and activities are prohibited unless designed in accordance with the specified performance standards:
 - (a) landfills and open dumps;
 - (b) automobile graveyards and junkyards;
 - (c) landfills receiving only wastewater residuals and/or septage, including those approved by MassDEP pursuant to MGL c. 21 s.26 through s.53, MGL c.111 s.17, and MGL c.83 s.6 and s.7;

TOWN MEETING AND ELECTION RESULTS

- (d) facilities that generate, treat, store, or dispose of hazardous waste that are subject to MGL c.21C and 310 CMR 30.000, except for:
 - [1] very small quantity generators as defined under 310 CMR 30.000;
 - [2] household hazardous waste centers and events under 310 CMR 30.390;
 - [3] waste oil retention facilities required by MGL c. 21, §.52A;
 - [4] water remediation treatment works approved by MassDEP for the treatment of contaminated waters.
- (e) petroleum, fuel oil, and heating oil bulk stations and terminals including, but not limited to, those listed under North American Industry Classification System (NAICS) Codes 424710 and 454311, except for liquefied petroleum gas.
- (f) storage of liquid hazardous materials and/or liquid petroleum products unless such storage is above ground level and on an impervious surface and either:
 - [1] in container(s) or above ground tank(s) within a building; or
 - [2] outdoors in covered container(s) or above ground tank(s) in an area that has a containment system designed and operated to hold either; 10% of the total possible storage capacity of all containers or 110% of the largest container's storage capacity, whichever is greater.
 - [3] however, these storage requirements shall not apply to the replacement of existing tanks or systems for the keeping, dispensing or storing of gasoline provided the replacement is performed in a manner consistent with state and local requirements;
- (g) storage of sludge and septage, unless such storage is in compliance with 310 CMR 32.30 and 310 CMR 32.31;
- (h) storage of deicing chemicals unless such storage, including loading areas, is within a structure designed to prevent the generation and escape of contaminated runoff or leachate;
- (i) storage of commercial fertilizers, pesticides, and herbicides unless such storage is within a structure designed to prevent the generation and escape of contaminated runoff or leachate;
- (j) stockpiling and disposal of snow and ice containing deicing chemicals brought in from outside the Groundwater Protection Overlay District;
- (k) earth removal, consisting of the removal of soil, loam, sand, gravel, or any other earth material to within 4 feet of historical high groundwater as determined from monitoring wells and historical water table fluctuation data compiled by the United States Geological Survey, except for excavations for building foundations, roads, utility works or wetland restoration work conducted in accordance with a valid Order of Condition issued pursuant to MGL c. 131, §40 and 15; and
- (l) treatment or disposal works subject to 314 CMR 5.00, for non-sanitary wastewater, including those activities listed under 310 CMR 15.004(6):
 - [1] treatment works approved by MassDEP designed for the treatment of contaminated ground or surface water and operating in compliance with 314 CMR 5.05(3) or 5.05(13); and
 - [2] publicly owned treatment works.

H. Uses and Activities Requiring a Special Permit.

- [1] The following uses and activities are permitted only upon the issuance of a Special Permit by the Planning Board, who is the SPGA, under such conditions as they may require:
 - (a) enlargement or alteration of existing uses that do not conform to the Groundwater Protection Overlay District;

TOWN MEETING AND ELECTION RESULTS

(b) except as prohibited under §G of this bylaw, activities that involve the handling of toxic or hazardous materials in quantities greater than those associated with normal household use and which are permitted in the underlying zoning district;

I. Artificial Recharge for Impervious Surfaces.

If new construction would render impervious any lot or parcel more than 15% or 2,500 sq. ft., whichever is greater, the Building Commissioner shall refer the matter to the Planning Board for site plan review. The Board may require applicants to provide a system of artificial recharge that will not degrade water quality, or to provide an alternate means of preventing contaminants from entering the Groundwater Protection Overlay District.

J. Procedures for Issuance of a Special Permit.

(1) The Planning Board shall grant a special permit if they determine, in conjunction with the Building Commissioner, Board of Selectmen, Fire Department, Board of Health, Police Department, Engineering Consultant, Department of Public Works Director, Conservation Commission and Historical Commission (if applicable), that the intent of this bylaw, as well as its specific criteria, are met. The SPGA shall not grant a special permit under this section unless the petitioner's application materials include, in the SPGA's opinion, sufficiently detailed, definite, and credible information to support positive findings in relation to the standards given in this section. The SPGA shall document the basis for any departures from the recommendations of the other municipal boards, departments or commissions in its decision.

(2) The SPGA may grant the required special permit only upon finding that the proposed use meets the following standards, those specified in Section 125-56G, above and any regulations or guidelines adopted by the SPGA. The proposed use must:

(a) in no way, during construction or thereafter, adversely affect the quality or quantity of the water supplies protected by the Groundwater Protection Overlay District; and

(b) be designed to avoid substantial disturbance of the soils, topography, drainage, vegetation, and other water-related natural characteristics of the site to be developed.

(3) The SPGA may adopt controls to govern design features of projects within the Groundwater Protection Overlay District. Such design controls shall be consistent with Chapter 130, Article IV: Design and Construction Standards of the Town of Harvard Planning Board Subdivision Regulations.

(4) The applicant shall follow Section 133-21 of the Planning Board Procedural Rules & Regulations for application submission in addition to the following:

(a) a complete list of chemicals, pesticides, herbicides, fertilizers, fuels, and other potentially hazardous materials to be used or stored on the premises in quantities greater than those associated with normal household use; and

(b) for activities using or storing hazardous materials or wastes, a management plan shall be prepared and filed with the Fire Chief and Board of Health. The plan will be consistent with the requirements of Section 125-56G, above and shall include:

[1] provisions to protect against the discharge of hazardous materials or wastes to the environment due to spillage, accidental damage, corrosion, leakage, or vandalism, including spill containment and clean-up procedures;

[2] provisions for indoor, secured storage of hazardous materials or wastes with impervious floor surfaces; and

TOWN MEETING AND ELECTION RESULTS

[3] evidence of compliance with the Massachusetts Hazardous Waste Regulations 310 CMR 30.000.

K. Enforcement.

- (1) Written notice of any violations of this bylaw shall be given by the Zoning Enforcement Officer to the responsible person as soon as possible after detection of a violation or a continuing violation. Notice to the assessed owner of the property shall be deemed notice to the responsible person. Such notice shall specify the requirement or restriction violated and the nature of the violation, and may also identify the actions necessary to remove or remedy the violations and preventive measures required for avoiding future violations and a schedule of compliance.
- (2) A copy of such notice shall be submitted to the Board of Selectmen, Planning Board, Board of Health, Conservation Commission, and Water and Sewer Commission. The cost of containment, clean-up, or other action of compliance shall be borne by the owner/operator of the premises.

L. Severability.

If any provision of this bylaw 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 bylaw shall not affect the validity of the remainder of this bylaw.

(Inserted by Planning Board)

On a motion by Erin McBee, 221 Littleton Road, Planning Board and seconded,

I move that the Town amend Chapter 125 of the Code of the Town of Harvard, the Protective Bylaw, by adding thereto a new section 125-56 entitled “Groundwater Protection Overlay District” as printed on pages 48 through 54 of the Warrant for the 2018 Annual Town Meeting.

An amendment to the article was offered by Tony Shaw, 195 Prospect Hill Road to add the words “all-terrain vehicles” to Section F (c) after the words, “foot, bicycle,...”.

The Planning Board accepted the amendment.

An amendment to the article was proposed by Corey DuFresne, 3 Sholan Circle to add the word “commercial” to Section G (k) before the words “earth removal...”.

The Planning Board accepted the amendment.

Voted 2/3 yes, that the Town amend Chapter 125, the Protective Bylaw, of the Code of the Town of Harvard, by adding thereto a new section 125-56 Groundwater Protection Overlay District:

TOWN MEETING AND ELECTION RESULTS

§ 125-56 GROUNDWATER PROTECTION OVERLAY DISTRICT.

A. Purpose of District.

The purpose of this Groundwater Protection Overlay District is to:

- (1) promote the health, safety, and general welfare of the community by ensuring an adequate quality and quantity of drinking water for the Town of Harvard;
- (2) preserve and protect existing and potential sources of drinking water for the Town of Harvard and the portion of Littleton's and Ayer's Zone II within Harvard's boundaries.
- (3) conserve natural resources in the Town of Harvard; and
- (4) prevent temporary and permanent contamination of the environment.

B. Applicability.

The Groundwater Protection Overlay District is superimposed on the zoning AR, C, and W districts. This overlay district shall apply to all new construction, reconstruction, or expansion of existing buildings and new or expanded uses. Applicable activities and uses in a portion of one of the underlying zoning districts that fall within the Groundwater Protection Overlay District must additionally comply with the requirements of this bylaw. Uses prohibited in the underlying zoning districts shall not be permitted in the Groundwater Protection Overlay District.

C. Definitions.

AUTOMOBILE GRAVEYARD

An establishment that is maintained, used, or operated for storing, keeping, buying, or selling wrecked, scrapped, ruined, or motor vehicle parts as defined in M.G.L. c.140B, §1.

AQUIFER

A geologic formation composed of rock, sand or gravel that contains significant amounts of potentially recoverable water.

CMR

Code of Massachusetts Regulations.

COMMERCIAL FERTILIZER

Any substance containing one or more recognized plant nutrients which is used for its plant nutrient content and which is designed for use, or claimed to have value in promoting plant growth, except un-manipulated animal and vegetable manures, marl, lime, limestone, wood ashes, gypsum, and other products exempted by state regulations.

DISCHARGE

The accidental or intentional disposal, deposit, injection, dumping, spilling, leaking, pouring, or placing of toxic or hazardous material or hazardous waste upon or into any land or water such that it may enter the surface or ground waters.

DRY WELL

A subsurface pit with open-jointed lining or holes through which stormwater drainage from roofs, basement floors, foundations or other areas seep into the surrounding soil.

TOWN MEETING AND ELECTION RESULTS

GROUNDWATER PROTECTION OVERLAY DISTRICT

The land area consisting of aquifers, Interim Wellhead Protection Areas (IWPA) and Zone II recharge areas as identified on a map and adopted pursuant to this bylaw.

HAZARDOUS MATERIAL

Any substance in any form which because of its quantity, concentration, or its chemical, corrosive, flammable, reactive, toxic, infectious or radioactive characteristics, either separately or in combination with one or more substances, constitutes a present or potential threat to human health, safety, welfare, or to the environment, when improperly stored, treated, transported, disposed of, used, or otherwise managed. Hazardous material includes, without limitation, synthetic organic chemicals, petroleum products, heavy metals, radioactive or infectious materials, and all substances defined as toxic or hazardous under MGL c. 21E. This term shall not include hazardous waste or oil.

HISTORICAL HIGH GROUNDWATER TABLE ELEVATION

A groundwater elevation determined from monitoring wells and historical water table fluctuation data compiled by the United States Geological Survey.

HAZARDOUS WASTE

A substance or combination of substances, which because of quantity, concentration, or physical, chemical or infectious characteristics may cause, or significantly contribute to an increase in mortality or an increase in serious irreversible, or incapacitating reversible illness or pose a substantial present or potential hazard to human health, safety, or welfare or to the environment when improperly treated, stored, transported, used or disposed of, or otherwise managed. This term shall include all substances identified as hazardous pursuant to the Hazardous Waste Regulations, 310 CMR 30.000.

IMPERVIOUS SURFACE

Material or structure on, above, or below the ground that does not allow precipitation or surface water runoff to penetrate into the soil.

INTERIM WELLHEAD PROTECTION AREA (IWPA)

The MassDEP designated protection radius around a public water well that lacks a Zone II.

JUNKYARD

An establishment that is maintained, operated, or used for storing, keeping, buying, or selling junk, or for the maintenance or operation of an automobile graveyard, as defined in MGL c.140B, §1.

LANDFILL

A facility established in accordance with a valid site assignment for the purposes of disposing solid waste into or on the land, pursuant to the Solid Waste Regulations, 310 CMR 19.006.

MASSDEP

Massachusetts Department of Environmental Protection.

MGL

Massachusetts General Laws.

TOWN MEETING AND ELECTION RESULTS

PETROLEUM PRODUCT

Includes, but not limited to, fuel oil; gasoline; diesel; kerosene; aviation jet fuel; aviation gasoline; lubricating oils; oily sludge; oil refuse; oil mixed with other wastes; crude oils; or other liquid hydrocarbons regardless of specific gravity. Petroleum product shall not include liquefied petroleum gas including, but not limited to, liquefied natural gas, propane or butane.

NON-SANITARY WASTEWATER

Wastewater discharges from industrial and commercial facilities containing wastes from any activity other than collection of sanitary sewage including, but not limited to, activities specified in 310 CMR 15.004(6).

OPEN DUMP

A facility operated or maintained in violation of the Resource Conservation and Recovery Act 42 U.S.C. 4004(a)(b), or state regulations and criteria for solid waste disposal.

RECHARGE AREAS

Land areas, such as a Zone II or Interim Wellhead Protection Area, where precipitation and surface water infiltrates into the ground to replenish groundwater and aquifers used for public drinking water supplies.

SEPTAGE

The liquid, solid, and semi-solid contents of privies, chemical toilets, cesspools, holding tanks, or other sewage waste receptacles. This term shall not include any material that is a hazardous waste, as defined by 310 CMR 30.000.

SLUDGE

The solid, semi-solid, and liquid residue that results from a process of wastewater treatment or drinking water treatment including wastewater residuals. This term shall not include grit, screening, or grease and oil which are removed at the head-works of a facility.

TREATMENT WORKS:

Any and all devices, processes and properties, real or personal, used in the collection, pumping, transmission, storage, treatment, disposal, recycling, reclamation, or reuse of waterborne pollutants, but not including any works receiving hazardous waste from off the site of the works for the purpose of treatment, storage, or disposal.

UTILITY WORKS

Regulated activities providing for public services, including roads, water, sewer, electricity, gas, telephone, transportation and their associated maintenance activities. This term shall include the installation of detention and retention basins for the purpose of controlling stormwater.

VERY SMALL QUANTITY GENERATOR

Any public or private entity, other than residential, which produces less than 27 gallons (100 kilograms) a month of hazardous waste or waste oil, but not including any acutely hazardous waste as defined in 310 CMR 30.136.

WASTE OIL RETENTION FACILITY

TOWN MEETING AND ELECTION RESULTS

A waste oil collection facility for automobile service stations, retail outlets, and marinas which is sheltered and has adequate protection to contain a spill, seepage, or discharge of petroleum waste products in accordance with MGL c.21, §52A.

ZONE II

The delineated recharge area to a public drinking water well as approved by MassDEP and defined under the Massachusetts Drinking Water Regulations 310 CMR 22.00.7.

D. Establishment and Delineation of Groundwater Protection Overlay District.

For the purposes of this bylaw, there are hereby established within the Town of Harvard certain groundwater protection areas consisting of aquifers and/or recharge areas. These areas are delineated on a map entitled Harvard Groundwater Protection Overlay District, dated February 8, 2018, which is hereby made part of the Groundwater Protection Overlay District Bylaw and is on file in the office of the Town Clerk.

E. District Boundary Disputes.

- (1) If the location of the Groundwater Protection Overlay District in relation to a particular parcel is in doubt, resolution of the boundary dispute shall be through a Special Permit application to the Special Permit Granting Authority (SPGA). Any application for a special permit for this purpose shall be accompanied by adequate documentation.
- (2) The burden of proof shall be upon the land owner to demonstrate that the location of the Groundwater Protection Overlay District with respect to a particular parcel(s) of land is uncertain. At the request of the land owner, the Town may engage a professional engineer, hydrologist, geologist, or soil scientist to determine more accurately the boundaries of the Groundwater Protection Overlay District with respect to a particular parcel(s) of land, and may charge the owner for the cost of the investigation. Changes to the Groundwater Protection Overlay District require town meeting approval.
- (3) Where the boundary line of the Groundwater Protection Overlay District divides a lot or parcel, the requirements established by this bylaw shall apply to the entire lot or parcel.

F. Permitted Uses.

- (1) The following uses are permitted within the Groundwater Protection Overlay District, provided that all necessary permits, orders, or approvals required by local, state, or federal law are also obtained:
 - (a) conservation of soil, water, plants, and wildlife;
 - (b) outdoor recreation, nature study, boating, fishing, hunting where otherwise legally permitted, and operations associated with the Town Beach under the auspices of the Park and Recreation Commission, Department of Public Works, or other authorized Town department;
 - (c) foot, bicycle, all-terrain vehicles and/or horse paths, and bridges;
 - (d) normal operation and maintenance of existing water bodies and dams, splash boards, and other water control, supply and conservation devices;
 - (e) maintenance, repair, and enlargement of any existing structure, subject to §§G and H of this bylaw;
 - (f) residential development, subject to §§G and H of this bylaw;
 - (g) farming, gardening, nursery, conservation, forestry, harvesting, and grazing, subject to §§G and H of this bylaw;
 - (h) construction, maintenance, repair, and enlargement of drinking water supply related facilities such as, but not limited to, wells, pipelines, aqueducts, and tunnels;

TOWN MEETING AND ELECTION RESULTS

- (i) any use permitted in the underlying zoning except for those uses specifically prohibited in §§G & H of this bylaw;
- (j) temporary or seasonal portable toilets; and
- (k) storage or composting of animal manure, subject to approval by the Board of Health (BOH) of a manure management plan, as required by the BOH Stable Permit.

G. Prohibited Uses

- (1) The following land uses and activities are prohibited unless designed in accordance with the specified performance standards:
 - (a) landfills and open dumps;
 - (b) automobile graveyards and junkyards;
 - (c) landfills receiving only wastewater residuals and/or septage, including those approved by MassDEP pursuant to MGL c. 21 s.26 through s.53, MGL c.111 s.17, and MGL c.83 s.6 and s.7;
 - (d) facilities that generate, treat, store, or dispose of hazardous waste that are subject to MGL c.21C and 310 CMR 30.000, except for:
 - [1] very small quantity generators as defined under 310 CMR 30.000;
 - [2] household hazardous waste centers and events under 310 CMR 30.390;
 - [3] waste oil retention facilities required by MGL c. 21, §.52A;
 - [4] water remediation treatment works approved by MassDEP for the treatment of contaminated waters.
 - (e) petroleum, fuel oil, and heating oil bulk stations and terminals including, but not limited to, those listed under North American Industry Classification System (NAICS) Codes 424710 and 454311, except for liquefied petroleum gas.
 - (f) storage of liquid hazardous materials and/or liquid petroleum products unless such storage is above ground level and on an impervious surface and either:
 - [1] in container(s) or above ground tank(s) within a building; or
 - [2] outdoors in covered container(s) or above ground tank(s) in an area that has a containment system designed and operated to hold either; 10% of the total possible storage capacity of all containers or 110% of the largest container's storage capacity, whichever is greater.
 - [3] however, these storage requirements shall not apply to the replacement of existing tanks or systems for the keeping, dispensing or storing of gasoline provided the replacement is performed in a manner consistent with state and local requirements;
 - (g) storage of sludge and septage, unless such storage is in compliance with 310 CMR 32.30 and 310 CMR 32.31;
 - (h) storage of deicing chemicals unless such storage, including loading areas, is within a structure designed to prevent the generation and escape of contaminated runoff or leachate;
 - (i) storage of commercial fertilizers, pesticides, and herbicides unless such storage is within a structure designed to prevent the generation and escape of contaminated runoff or leachate;
 - (j) stockpiling and disposal of snow and ice containing deicing chemicals brought in from outside the Groundwater Protection Overlay District;

TOWN MEETING AND ELECTION RESULTS

- (k) commercial earth removal, consisting of the removal of soil, loam, sand, gravel, or any other earth material to within 4 feet of historical high groundwater as determined from monitoring wells and historical water table fluctuation data compiled by the United States Geological Survey, except for excavations for building foundations, roads, utility works or wetland restoration work conducted in accordance with a valid Order of Condition issued pursuant to MGL c. 131, §40 and 15; and
- (l) treatment or disposal works subject to 314 CMR 5.00, for non-sanitary wastewater, including those activities listed under 310 CMR 15.004(6):
 - [1] treatment works approved by MassDEP designed for the treatment of contaminated ground or surface water and operating in compliance with 314 CMR 5.05(3) or 5.05(13); and
 - [2] publicly owned treatment works.

H. Uses and Activities Requiring a Special Permit.

- [1] The following uses and activities are permitted only upon the issuance of a Special Permit by the Planning Board, who is the SPGA, under such conditions as they may require:
 - (a) enlargement or alteration of existing uses that do not conform to the Groundwater Protection Overlay District;
 - (b) except as prohibited under §G of this bylaw, activities that involve the handling of toxic or hazardous materials in quantities greater than those associated with normal household use and which are permitted in the underlying zoning district;

I. Artificial Recharge for Impervious Surfaces.

If new construction would render impervious any lot or parcel more than 15% or 2,500 sq. ft., whichever is greater, the Building Commissioner shall refer the matter to the Planning Board for site plan review. The Board may require applicants to provide a system of artificial recharge that will not degrade water quality, or to provide an alternate means of preventing contaminants from entering the Groundwater Protection Overlay District.

J. Procedures for Issuance of a Special Permit.

- (1) The Planning Board shall grant a special permit if they determine, in conjunction with the Building Commissioner, Board of Selectmen, Fire Department, Board of Health, Police Department, Engineering Consultant, Department of Public Works Director, Conservation Commission and Historical Commission (if applicable), that the intent of this bylaw, as well as its specific criteria, are met. The SPGA shall not grant a special permit under this section unless the petitioner's application materials include, in the SPGA's opinion, sufficiently detailed, definite, and credible information to support positive findings in relation to the standards given in this section. The SPGA shall document the basis for any departures from the recommendations of the other municipal boards, departments or commissions in its decision.
- (2) The SPGA may grant the required special permit only upon finding that the proposed use meets the following standards, those specified in Section 125-56G, above and any regulations or guidelines adopted by the SPGA. The proposed use must:
 - (a) in no way, during construction or thereafter, adversely affect the quality or quantity of the water supplies protected by the Groundwater Protection Overlay District; and
 - (b) be designed to avoid substantial disturbance of the soils, topography, drainage, vegetation, and other water-related natural characteristics of the site to be developed.

TOWN MEETING AND ELECTION RESULTS

- (3) The SPGA may adopt controls to govern design features of projects within the Groundwater Protection Overlay District. Such design controls shall be consistent with Chapter 130, Article IV: Design and Construction Standards of the Town of Harvard Planning Board Subdivision Regulations.
- (4) The applicant shall follow Section 133-21 of the Planning Board Procedural Rules & Regulations for application submission in addition to the following:
 - (a) a complete list of chemicals, pesticides, herbicides, fertilizers, fuels, and other potentially hazardous materials to be used or stored on the premises in quantities greater than those associated with normal household use; and
 - (b) for activities using or storing hazardous materials or wastes, a management plan shall be prepared and filed with the Fire Chief and Board of Health. The plan will be consistent with the requirements of Section 125-56G, above and shall include:
 - [1] provisions to protect against the discharge of hazardous materials or wastes to the environment due to spillage, accidental damage, corrosion, leakage, or vandalism, including spill containment and clean-up procedures;
 - [2] provisions for indoor, secured storage of hazardous materials or wastes with impervious floor surfaces; and
 - [3] evidence of compliance with the Massachusetts Hazardous Waste Regulations 310 CMR 30.000.

K. Enforcement.

- (1) Written notice of any violations of this bylaw shall be given by the Zoning Enforcement Officer to the responsible person as soon as possible after detection of a violation or a continuing violation. Notice to the assessed owner of the property shall be deemed notice to the responsible person. Such notice shall specify the requirement or restriction violated and the nature of the violation, and may also identify the actions necessary to remove or remedy the violations and preventive measures required for avoiding future violations and a schedule of compliance.
- (2) A copy of such notice shall be submitted to the Board of Selectmen, Planning Board, Board of Health, Conservation Commission, and Water and Sewer Commission. The cost of containment, clean-up, or other action of compliance shall be borne by the owner/operator of the premises.

L. Severability.

If any provision of this bylaw 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 bylaw shall not affect the validity of the remainder of this bylaw.

The Planning Board voted 4-0 to recommend this article.

Approved by the Attorney General on June 22, 2018.

TOWN MEETING AND ELECTION RESULTS

ARTICLE 35: AMEND THE PROTECTIVE BYLAW CHAPTER 125-57

To see if the Town will vote to amend Chapter 125, the Protective Bylaw, of the Code of the Town of Harvard, by adding thereto a new section 125-57 Agritourism Overlay District:

§125-57 AGRITOURISM OVERLAY DISTRICT.

A. Purposes and Objectives

- (1) The purpose of the Agritourism Overlay District (AOD) is to preserve farms and scenic landscapes of at least 30 acres by allowing agriculturally related tourism in rural areas as a means of providing a source of non-farm income.
- (2) Provide site standards for income producing activities so they occur at an intensity or scale that will not adversely impact adjoining property and will be compatible with Harvard's agricultural heritage.

B. Adoption of Overlay District Map

The AOD is established as an overlay district. The AOD consists of properties in the Agricultural Residential district as shown on the Agritourism Overlay District Map, prepared by the Harvard Planning Department and dated February 2018 is on file with the Town Clerk. Within the AOD, all regulations of the underlying district remain in effect, except to the extent the regulations are inconsistent with the provisions of the AOD.

C. Permitted Uses in the Overlay District. The following uses are allowed in the overlay district upon grant of a special permit by the Planning Board:

- (1) Restaurants, which may include entertainment
- (2) Micro winery, brewery, cidery, meadery, including tours, tastings and retail sales
- (3) Ice cream stand, bakery, and other food products made on the premises or sourced from New England.
- (4) On-site social function facility, provide the applicant obtains the required permits and licenses from the Board of Selectmen and Board of Health and complies with all provisions and conditions of such permits and licenses.

D. Permitted Accessory Uses in the Overlay District. The following uses are allowed in the overlay district in conjunction with Permitted Use in the Overlay District, §125-57C(1) – (4), upon grant of a special permit by the Planning Board:

- (1) Farm guest house.
- (2) Gift shop, up to a maximum sales floor area of 5,000 square feet.
- (3) Farm stands and farmers' markets.
- (4) Accessory agricultural uses, including pick-your own fruits and vegetables, petting zoo, corn mazes, hay rides and similar uses.

TOWN MEETING AND ELECTION RESULTS

E. Submittal requirements

An application for a Special Permit together with an application for site plan approval shall be filed with the Town Clerk and submitted to the Planning Board in accordance with Sections 125-38 and 125-46. The site plan shall show all proposed buildings, uses, parking areas, signs, lighting, and storm water management facilities. The project shall conform to all site standards specified elsewhere in the Protective Bylaw unless otherwise waived by the Planning Board in the AOD.

F. Development Standards

- (1) The conversion of historic structures and barns to commercial use is encouraged and set-backs and height restrictions do not apply to buildings in existence before 2017.
- (2) Set-backs for creation of new buildings for the permitted uses in the AOD are 200 feet from residences in existence at the time of application for the special permit.
- (3) Alternative building siting is allowed without regard to lot width circle.
- (4) More than one structure or main building may be permitted per lot.
- (5) The maximum size of new construction for a single building is 5,000 square feet with a combined total maximum allowance of 30,000 square feet for Agritourism Overlay Uses.
- (6) Signs are to be in accordance with 125-41. Signs are allowed as if this is a business use within the C-district in 125-41 C, including those pertaining to a site which contains two or more businesses located on the same lot.
- (7) A traffic study shall be submitted with the special permit application per Section 125-39.B (5) (a) [2] regardless of trip generation. Traffic shall not have an adverse impact on the Town's road network or imperil public safety.
- (8) The development shall have a public water supply permit from the Mass. Department of Environmental Protection, if applicable, and a septic system approved by the Board of Health. Privately owned and maintained on-site sewage disposal or treatment systems may be approved to serve multiple buildings in a Agritourism District Overlay development, if maintained and operated by an owner, notwithstanding the provisions of Section 125-32D of this Bylaw, if such disposal or treatment facility or system is approved by the Town's Board of Health and in compliance with the requirements of Title 5, 310 CMR 15.00, or is approved in accordance with the requirements of 314 CMR 5.00 (the Ground Water Discharge Permit Program). Such an approved system may be located on land owned in common by the owners of the building(s) or lots within the development. The minimum setbacks of such system and any absorption area can be different from the minimum setback distance set forth in Section 125-32C(2)(b), provided that such setback complies with Title 5, 310 CMR 15.00, the Town Board of Health's regulations, or is approved in accordance with the requirements of 314 CMR 5.00 (the Ground Water Discharge Permit Program).
- (9) During the months of May – September, 25% of the food served in the restaurant shall be sourced from farms in New England. Applicants shall present a narrative that describes an approach for complying with this standard.

TOWN MEETING AND ELECTION RESULTS

- (10) At least 50% of the property at the time of the adoption of the overlay, excluding wetlands, shall remain open and undeveloped in order to retain a productive farmland, scenic viewshed, and/or natural, historic, and cultural resources on the property. The 50% including the preservation of the above mentioned farmland, viewshed, natural or historic feature should be detailed on the site plan. If the commercial uses fail, the property shall revert to residential use and this restriction will no longer apply.
- (11) The development shall not adversely affect surrounding residential properties in terms of noise, odors, nuisances, light pollution, and other disturbances
- (12) In mixed-use projects, new development should be located, grouped and sited in a manner to respect the context of any adjoining existing residential uses. All uses in the new development should be clustered appropriately.
- (13) Where appropriate, historical significance shall be considered with special consideration for preservation of historic buildings on the site or on adjacent or neighboring properties.
- (14) Parking areas shall be designed to preserve views of the landscape and historic resources, to provide screening from near-by residences, and to protect environmental resources through the use of natural systems to manage stormwater runoff.
- (15) Loading docks shall be located and designed to minimize negative off-site impacts (visual and operational) on neighbors and neighboring properties.
- (16) Proposed structures shall be designed and sited to minimize scale-related impacts on neighboring lots and any adjacent open space.

(Inserted by the Planning Board)

On a motion by Rich Maiore, 50 Slough Road, Planning Board, and seconded,

The Harvard Planning Board, after voting 4-0 at its meeting of April 23, 2018 recommends to Annual Town Meeting that it withdraw, in total, Article 35 “Agritourism Overlay District” as presented in the warrant for the 2018 Town of Harvard Annual Town Meeting.

Voted majority yes to pass over the article.

The Planning Board voted 4-0 to withdraw this article.

Jennifer Finch, 165 Codman Hill Road, made a motion that the Town take Article 39 and Article 40 before the remaining articles. The motion was seconded and approved. [See Article 39 and Article 40 in numerical order.]

TOWN MEETING AND ELECTION RESULTS

ARTICLE 36: CITIZEN PETITION – AMEND CHAPTER 125

To see if the Town will vote to amend Chapter 125, the Protective Bylaw, of the Code of the Town of Harvard, by making the following revisions to Section 125-55 thereof regarding compliance with the Town's Housing Production Plan, or take any vote or votes in relation thereto.

[key to revisions: underlining = additions, ~~striketrough~~ = deletions]

§125-55, Hildreth Housing Overlay District (HHOD)

A. Purpose: The purposes of the Hildreth Housing Overlay District are to:

- (1) Provide an opportunity for development of dwellings containing two to six units;
- (2) Create multi-family housing consistent with Harvard's New England-style architecture and character of the Town Common/Town Center by following historic design principles;
- (3) Benefit the community by providing alternatives to conventional single-family homes for senior citizens wanting to down-size or live in a close-knit community;
- (4) Allow flexibility of structure placement to encourage New England-style development in harmony with the Town Common/Town Center;
- (5) Allow flexible land division in order to encourage private development of housing; ~~and~~
- (6) Create designs that provide master bedrooms and active living areas on the first floor-; and
- (7) Expand the supply of affordable housing opportunities in a manner consistent with the Town's Housing Production Plan.

G. Review Criteria and Considerations

- (1) No building permit shall be issued for construction in the HHOD without prior approval by the Planning Board of a site plan in accordance with the provisions of 125-38 of this Protective Bylaw.
- (2) The application shall include a statement from the Water and Sewer Commissions specifying the number of units that may connect to the Town Center water and sewer systems. The number of units proposed may not exceed that which can be served by such systems.
- (3) The materials and architectural design of the dwellings shall be compatible with the historic character of the Town Center. The applicant shall submit architectural elevations denoting exterior features and preliminary floor plans.
- (4) At least 10% of the site shall be set aside as common open space for outdoor activities, such as hiking trails, picnic areas, or gardens.
- (5) All units shall be built in conformance with Universal Design Standards. Master bedrooms shall generally be located on the first floor.
- (6) Sidewalks shall connect units in the development to common facilities and to the Hildreth House/Senior Center.
- (7) The application shall comply with the provisions of §136-5 of the Zoning Board of Appeals Regulations, Comprehensive Permits.

TOWN MEETING AND ELECTION RESULTS

For reference purposes, here is the text of Chapter 136, Section 5 of the Zoning Board of Appeals Regulations, Comprehensive Permits.

§136-5. Affordability

- A. Number of affordable units. Comprehensive permit developments shall include at least 25% affordable units, as defined by the Act and Regulations. Affordable units shall be identical to the market rate units in floor area, interior and exterior finishing and bedroom mix, unless the Board approves otherwise.
- B. Restrictions on affordability. Restrictions shall be imposed on record title to the project, specifying that said units shall remain affordable in perpetuity. For affordable homeownership units, the restrictions shall include provisions granting the Town of Harvard a right of first refusal in the event that an income-qualified buyer is not found. Such restrictions shall also include a provision that if the Town does not exercise its right of first refusal, the difference between the price which an income-qualified buyer would have paid and the market price actually paid shall be deposited with the Town into an account to be used for affordable housing programs. Units shall be owner-occupied.

Local preference. The development plan shall reflect all legally permissible efforts to provide 70% of the affordable units to eligible residents of the Town of Harvard, their children or parents, eligible Town employees and eligible employees of Town businesses (the local preference). The local preference shall not have a disparate impact on protected classes, as defined by the Guidelines. The applicant shall obtain approval from its subsidizing agency and/or Department of Housing and Community Development (DHCD) (if required), prior to issuance of a comprehensive permit by the Board, of the local preference for a project.

(Inserted by Petition)

On a motion by Paul Green, 288 Old Littleton Road and seconded,

I move that the Town amend Chapter 125, the Protective Bylaw, of the Code of the Town of Harvard, by making revisions to Chapter 125, Section 55 by adding a new paragraph (7) under part A, Purpose: “Expand the supply of affordable housing opportunities in a manner consistent with the Town’s Housing Production Plan”, and by adding a new paragraph (7) under part G, Review Criteria and Considerations: “The application shall comply with the provisions of Chapter 136, Section 5 of the Zoning Board of Appeals Regulations, Comprehensive Permits.”

A motion was made and seconded by Bruce Nickerson, 212 Stow Road, to refer the article to the Planning Board with a recommendation for consideration of whether affordable housing will be compatible with the needs of the town in this location.

Voted majority yes to refer the article to the Planning Board with a recommendation for consideration.

The Planning Board voted 4-0 that it does not support this article.

TOWN MEETING AND ELECTION RESULTS

ARTICLE 37: WILD AND SCENIC RIVER DESIGNATION

To see if the Town of Harvard will accept the Nashua, Squannacook, and Nissitissit Rivers Stewardship Plan developed by the Nashua River Wild and Scenic River Study Committee, together with its recommendation to seek Wild and Scenic River designation.

(Inserted by the Board of Selectmen)

On a motion by Lucy Wallace, 18 Orchard Hill, Board of Selectmen, and seconded

I move that the Town accept the Nashua, Squannacook, and Nissitissit Rivers Stewardship Plan developed by the Nashua River Wild and Scenic River Study Committee, together with its recommendation to seek Wild and Scenic River designation.

Voted unanimously yes that the Town accept the Nashua, Squannacook, and Nissitissit Rivers Stewardship Plan developed by the Nashua River Wild and Scenic River Study Committee, together with its recommendation to seek Wild and Scenic River designation.

ARTICLE 38: REVOLVING FUNDS

To see if the Town will vote to set the following limits on the amounts to be expended from the following revolving funds during Fiscal Year 2019:

Revolving Fund	Expenditure Limit
Council on Aging	\$35,000.
Fourth of July Committee	\$35,000.
Harvard Ambulance Service	\$208,500.
Fire Department S.A.F.E. Program	\$15,000.
Application Review Advertising and Professional Service Cost	\$1,000.
Harvard Community Cable Access Committee	\$25,000.

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

On a motion by Jennifer Finch, 165 Codman Hill Road, Finance Committee, and seconded,

Voted majority yes that the Town set the following limits on the amounts to be expended from the following revolving funds during Fiscal Year 2019:

Revolving Fund	Expenditure Limit
Council on Aging	\$35,000.
Fourth of July Committee	\$35,000.
Harvard Ambulance Service	\$208,500.
Fire Department S.A.F.E. Program	\$15,000.
Application Review Advertising and Professional Service Cost	\$1,000.
Harvard Community Cable Access Committee	\$25,000.

TOWN MEETING AND ELECTION RESULTS

ARTICLE 39: HOME RULE PETITION - MEANS TESTED SENIOR CITIZENS PROPERTY TAX EXEMPTION

To see if the Town will vote to authorize the Board of Selectmen to petition the General Court of the Commonwealth of Massachusetts to enact special legislation, substantially the same, as follows:

Be it enacted by the Senate and House of Representatives in General court assembled, and by the authority of the same as follows;

Section 1. With respect to each qualifying parcel of real property classified residential in the town of Harvard there shall be a cap on property taxes equal to 10 percent of the total annual household income, except that if the cap described in Section 3 is exceeded by a higher percentage and except that in no event shall property taxes be reduced by more than 50 percent of the tax due, including all tax abatements and exemptions, but excluding state circuit breakers. The exception shall be applied only to the principal residence of a taxpayer as used by the taxpayer for income tax purposes.

Section 2. The Elderly and Disabled Tax Committee may deny an application if they find the applicant has excessive assets that place them outside of the intended recipients of the senior exemption created by this act. Real property shall qualify for the exemption set forth in section 1 if all the following criteria are met, the intent of this act is to follow Massachusetts Senior Circuit Breaker Income Tax Credit in order to qualify along with some town specific criteria:

(a) the qualifying real estate is owned and occupied by a person or family where the total annual household income shall not exceed the following: single applicant \$57,000, single head of household applicant \$71,000, married filing jointly \$86,000; Qualifying incomes will be adjusted annually to reflect cost of living adjustments (COLA) published by the Department of Revenue. No credit is allowed for a married taxpayer unless a joint return is filed.

(b) the qualifying real estate is owned by a single applicant having reached age 65 at the close of the previous tax year or if a joint application the real estate is owned by the joint applicants at least one of said joint applicants must have reached age 65 and the other reached age 60 at the close of the previous tax year.

(c) the qualifying real estate is owned and occupied by the applicant or joint applicants at least 6 months plus 1 day each year.

(d) the applicant or at least one of the joint applicants has resided in the town of Harvard for at least the last 10 consecutive years before filing an application for the exemption; and

(e) the maximum assessed value of the applicant's or joint applicant's primary residence is no greater than \$720,000.

(f) the Harvard Elderly and Disabled Tax Committee has approved the application.

Section 3. The exemption provided for this act shall be in addition to any other exemptions allowable under the General Laws, except that there shall be a dollar cap on all the exemptions granted by this act equal to .5 percent of the previous fiscal years' total tax levy for Harvard. After the first year of enactment, the total cap on the exemptions granted by this act shall be set annually by the Board of Selectmen within a range of .5 percent and 1 percent of the previous fiscal year's total tax levy for Harvard. Exemptions under this statute will be funded and dispersed through the assessors' overlay account in the same manner as exemptions granted under M.G.L. 59, Section 5, Clauses 17 and 41.

TOWN MEETING AND ELECTION RESULTS

Section 4. A person who seeks to qualify for this exemption shall file with the Harvard Elderly and Disabled Tax Committee an application for abatement on a form to be adopted by the Committee. This form will be made available in Town Hall with the supporting documentation as described in the application. The application shall be filed by January 31 of each year for which the application seeks the exemption for the fiscal year commencing the following July 1, except for the first year following the adoption. The application must be accompanied by the previous year Massachusetts tax return with Schedule CB attached, the Circuit Breaker Credit form.

The Harvard Elderly and Disable Taxation Aid Committee shall set the deadline in a manner that provides at least 60 days in which to apply for the fiscal year that begins following the act becoming effective.

Section 5. For the purposes of this act, “parcel” shall be a dwelling unit as defined by the Harvard Board of Assessors in accordance with the deed for the property, and shall include a condominium unit.

Section 6. For the purpose of the exemption, “total annual household income” shall be the sum of the applicant’s or joint applicant’s “total taxable 5.15 percent income” or current percentage on Massachusetts Form 1 and those same incomes for other income-producing members of the household.

The income shall be increased by amounts that may have been excluded or subtracted from calculations, such as income from Social Security benefits, cash public assistance, tax-exempted interest and dividends, capital gains, income from a partnership or trust, returns on capital reported on Schedule C, and excluded from any other source.

Section 7. An exemption shall not be granted under this act until the Massachusetts Department of Revenue certifies a residential tax rate for the applicable tax year where the total exemption amount is raise by a burden shift within the residential tax levy.

Section 8. Acceptance of this act by the town of Harvard shall be by an affirmative vote of a Special or Annual Town Meeting upon a 2/3 majority vote. Acceptance of this act by the town of Harvard shall be after Home Rule passage by the Massachusetts State Government and then by an affirmative vote of a majority of the voters at any regular or special election at which the question of acceptance was placed on the ballot. This act shall become effective 30 days after the affirmative vote.

Section 9. Acceptance of this act by the town of Harvard shall automatically expire after three years unless reaffirmed by the affirmative vote of a majority of the voters at a Town election. Once reaffirmed, it shall take an affirmed vote by two-thirds of the voters at a regular or special election at which the question of revocation has been placed on the ballot by a majority vote of then sitting members of the Board of Selectmen for this act to be revoked.

Section 10. The selectmen and/or the Harvard Elderly and Disabled Tax Committee may make technical and procedural changes, if they decide such changes will: (1) make the administration of the act more efficient, or (2) make it easier to comply with the regulations of the Massachusetts Department of Revenue. Such changes shall not require further approval by the Legislature;
or pass any vote or votes in relation thereto.
(Inserted by the Board of Selectmen)

TOWN MEETING AND ELECTION RESULTS

On a motion by Stuart Sklar, 39 Scott Road, Board of Selectmen and seconded,

I move that the Town authorize the Board of Selectmen to petition the General Court of the Commonwealth of Massachusetts to enact a special act relative to a means tested senior citizens property tax exemption substantially the same as the special act printed on Page 58 of the Warrant and Finance Committee Report for the 2018 Annual Town Meeting.

An amendment to the article was proposed by Kara Minar, 204 Still River Road, Board of Selectmen to change the wording of Section 2(d) from "...at least the last 10 consecutive years..." to "...at least the last 15 consecutive years...".

The Board of Selectmen did not accept the amendment.

The amendment was withdrawn.

An amendment to the article was proposed by Alice von Loesecke, 84 Warren Avenue, Board of Selectmen to change the wording in Section 2(e) from "...is no greater than \$720,000" to "...is no greater than the median house value in Harvard in the year of application."

The Board of Selectmen accepted the amendment.

An amendment was offered by Ken Swanton, 14 Fairbank Street, Board of Selectmen to insert the wording, ", after reviewing the applicant's statement of assets," to Section 2 after the words, "...if they find the applicant has excessive assets...".

The Board of Selectmen accepted the amendment.

An amendment was proposed by Nate Finch, 165 Codman Hill Road and seconded to change the amended language in Section 2(e) from "...is no greater than the median house value in Harvard in the year of application." to "...matches the state's Circuit Breaker value."

The Board of Selectmen did not accept the amendment.

A motion was made by Bruce Nickerson, 212 Stow Road, Finance Committee, and seconded that the article be referred back to the Board of Selectmen for further consideration.

Voted majority no that the article be referred back to the Board of Selectmen for further consideration.

Voted majority yes that the language in Section 2(e) be changed from "...is no greater than the median house value in Harvard in the year of application." to "...matches the state's Circuit Breaker value."

Voted majority yes to authorize the Board of Selectmen to petition the General Court of the Commonwealth of Massachusetts to enact special legislation, as follows:

TOWN MEETING AND ELECTION RESULTS

Be it enacted by the Senate and House of Representatives in General court assembled, and by the authority of the same as follows;

Section 1. With respect to each qualifying parcel of real property classified residential in the town of Harvard there shall be a cap on property taxes equal to 10 percent of the total annual household income, except that if the cap described in Section 3 is exceeded by a higher percentage and except that in no event shall property taxes be reduced by more than 50 percent of the tax due, including all tax abatements and exemptions, but excluding state circuit breakers. The exception shall be applied only to the principal residence of a taxpayer as used by the taxpayer for income tax purposes.

Section 2. The Elderly and Disabled Tax Committee may deny an application if they find the applicant has excessive assets, after reviewing the applicant's statement of assets, that place them outside of the intended recipients of the senior exemption created by this act. Real property shall qualify for the exemption set forth in section 1 if all the following criteria are met, the intent of this act is to follow Massachusetts Senior Circuit Breaker Income Tax Credit in order to qualify along with some town specific criteria:

(a) the qualifying real estate is owned and occupied by a person or family where the total annual household income shall not exceed the following: single applicant \$57,000, single head of household applicant \$71,000, married filing jointly \$86,000; Qualifying incomes will be adjusted annually to reflect cost of living adjustments (COLA) published by the Department of Revenue. No credit is allowed for a married taxpayer unless a joint return is filed.

(b) the qualifying real estate is owned by a single applicant having reached age 65 at the close of the previous tax year or if a joint application the real estate is owned by the joint applicants at least one of said joint applicants must have reached age 65 and the other reached age 60 at the close of the previous tax year.

(c) the qualifying real estate is owned and occupied by the applicant or joint applicants at least 6 months plus 1 day each year.

(d) the applicant or at least one of the joint applicants has resided in the town of Harvard for at least the last 10 consecutive years before filing an application for the exemption; and

(e) the maximum assessed value of the applicant's or joint applicant's primary residence matches the state's Circuit Breaker value.

(f) the Harvard Elderly and Disabled Tax Committee has approved the application.

Section 3. The exemption provided for this act shall be in addition to any other exemptions allowable under the General Laws, except that there shall be a dollar cap on all the exemptions granted by this act equal to .5 percent of the previous fiscal years' total tax levy for Harvard. After the first year of enactment, the total cap on the exemptions granted by this act shall be set annually by the Board of Selectmen within a range of .5 percent and 1 percent of the previous fiscal year's total tax levy for Harvard. Exemptions under this statute will be funded and dispersed through the assessors' overlay account in the same manner as exemptions granted under M.G.L. 59, Section 5, Clauses 17 and 41.

Section 4. A person who seeks to qualify for this exemption shall file with the Harvard Elderly and Disabled Tax Committee an application for abatement on a form to be adopted by the Committee. This form will be made available in Town Hall with the supporting documentation as described in the application. The application shall be filed by January 31 of each year for which the application seeks the exemption for the fiscal year commencing the following July 1, except for the first year following the adoption. The application must be accompanied by the previous year Massachusetts tax return with Schedule CB attached, the Circuit Breaker Credit form.

TOWN MEETING AND ELECTION RESULTS

The Harvard Elderly and Disable Taxation Aid Committee shall set the deadline in a manner that provides at least 60 days in which to apply for the fiscal year that begins following the act becoming effective.

Section 5. For the purposes of this act, “parcel” shall be a dwelling unit as defined by the Harvard Board of Assessors in accordance with the deed for the property, and shall include a condominium unit.

Section 6. For the purpose of the exemption, “total annual household income” shall be the sum of the applicant’s or joint applicant’s “total taxable 5.15 percent income” or current percentage on Massachusetts Form 1 and those same incomes for other income-producing members of the household.

The income shall be increased by amounts that may have been excluded or subtracted from calculations, such as income from Social Security benefits, cash public assistance, tax-exempted interest and dividends, capital gains, income from a partnership or trust, returns on capital reported on Schedule C, and excluded from any other source.

Section 7. An exemption shall not be granted under this act until the Massachusetts Department of Revenue certifies a residential tax rate for the applicable tax year where the total exemption amount is raised by a burden shift within the residential tax levy.

Section 8. Acceptance of this act by the town of Harvard shall be by an affirmative vote of a Special or Annual Town Meeting upon a 2/3 majority vote. Acceptance of this act by the town of Harvard shall be after Home Rule passage by the Massachusetts State Government and then by an affirmative vote of a majority of the voters at any regular or special election at which the question of acceptance was placed on the ballot. This act shall become effective 30 days after the affirmative vote.

Section 9. Acceptance of this act by the town of Harvard shall automatically expire after three years unless reaffirmed by the affirmative vote of a majority of the voters at a Town election. Once reaffirmed, it shall take an affirmed vote by two-thirds of the voters at a regular or special election at which the question of revocation has been placed on the ballot by a majority vote of then sitting members of the Board of Selectmen for this act to be revoked.

Section 10. The selectmen and/or the Harvard Elderly and Disabled Tax Committee may make technical and procedural changes, if they decide such changes will: (1) make the administration of the act more efficient, or (2) make it easier to comply with the regulations of the Massachusetts Department of Revenue. Such changes shall not require further approval by the Legislature;

ARTICLE 40: AMEND SENIOR TAX DEFERRAL AMOUNTS

To see if the Town will vote to a.) adopt the highest maximum qualifying gross receipts amount, \$57,000, for senior citizens who qualify for a property tax exemption under Massachusetts General Laws Chapter 59, Section 5, Clause Forty-first A; and b.) adopt an interest rate of 2% for interest accrued on deferred property taxes payable by qualifying senior citizens who have entered into a property tax deferral agreement pursuant to said Clause Forty-first, or pass any vote or votes in relation thereto.

(Inserted by the Board of Selectmen)

On a motion by Stuart Sklar, 39 Scott Road, Board of Selectmen and seconded,

I move that the Town adopt a.) the highest maximum qualifying gross receipts amount of \$57,000 for senior citizens who qualify for a property tax exemption under Massachusetts General Laws Chapter 59, Section 5, Clause Forty-first A; and b.) an interest rate of 2% for interest accrued on deferred property taxes payable by qualifying senior citizens who have entered into a written property tax deferral agreement pursuant to said Clause Forty-first.

TOWN MEETING AND ELECTION RESULTS

Voted unanimously yes that the Town adopt a.) the highest maximum qualifying gross receipts amount of \$57,000 for senior citizens who qualify for a property tax exemption under Massachusetts General Laws Chapter 59, Section 5, Clause Forty-first A; and b.) an interest rate of 2% for interest accrued on deferred property taxes payable by qualifying senior citizens who have entered into a written property tax deferral agreement pursuant to said Clause Forty-first.

ARTICLE 41: AMEND HOME RULE SPECIAL ACT APPOINTMENT OF ASSESSOR NON-RESIDENT

To see if the Town will vote to authorize the Board of Selectmen to petition the General Court to amend Chapter 85 of the Acts of 1993 entitled "AN ACT ESTABLISHING A FINANCE DEPARTMENT IN THE TOWN OF HARVARD" striking therefrom Section 2, which authorizes the Board of Selectmen to appoint a multi-member Board of Assessors, and replacing said Section 2 with the following new Section 2:

SECTION 2. Notwithstanding the provisions of General Laws chapter 41, section 25, or any other provisions of general or special laws to the contrary, the Selectmen of the Town of Harvard may appoint as the single and sole assessor of said town any suitable individual or company, and said assessor shall not be required, as a condition of employment or contract, to be an inhabitant, citizen or resident of said town. The appointment of the present Board of Assessors, and all official acts under-taken or performed by said board, are hereby terminated, or pass any vote or votes in relation thereto.

(Inserted by the Board of Selectmen)

On a motion by Ken Swanton, 14 Fairbank Street, Board of Selectmen and seconded,

I move that the Town authorize the Board of Selectmen to petition the General Court of the Commonwealth of Massachusetts to amend Chapter 85 of the Acts of 1993 entitled "AN ACT ESTABLISHING A FINANCE DEPARTMENT IN THE TOWN OF HARVARD" by striking therefrom Section 2, which authorizes the Board of Selectmen to appoint a multi-member board of assessors, and replacing said Section 2 with the following new Section 2:

"SECTION 2. Notwithstanding the provisions of General Laws chapter 41, section 25, or any other provisions of general or special laws to the contrary, the Selectmen of the Town of Harvard may appoint three members of the Board of Assessors for three year terms, such terms so arranged that the term of office of one member shall expire each year, which members shall be subject to removal for cause by the Board of Selectmen or, alternatively, the Board of Selectmen may appoint as the single and sole assessor of said town any suitable individual or company, and said assessor shall not be required, as a condition of employment or contract, to be an inhabitant, citizen or resident of said town. The Town Administrator shall designate an employee or employees to supervise all employees assisting in the performance of assessing functions."

TOWN MEETING AND ELECTION RESULTS

Voted majority yes that the Town authorize the Board of Selectmen to petition the General Court of the Commonwealth of Massachusetts to amend Chapter 85 of the Acts of 1993 entitled "AN ACT ESTABLISHING A FINANCE DEPARTMENT IN THE TOWN OF HARVARD" by striking therefrom Section 2, which authorizes the Board of Selectmen to appoint a multi-member board of assessors, and replacing said Section 2 with the following new Section 2:

"SECTION 2. Notwithstanding the provisions of General Laws chapter 41, section 25, or any other provisions of general or special laws to the contrary, the Selectmen of the Town of Harvard may appoint three members of the Board of Assessors for three year terms, such terms so arranged that the term of office of one member shall expire each year, which members shall be subject to removal for cause by the Board of Selectmen or, alternatively, the Board of Selectmen may appoint as the single and sole assessor of said town any suitable individual or company, and said assessor shall not be required, as a condition of employment or contract, to be an inhabitant, citizen or resident of said town. The Town Administrator shall designate an employee or employees to supervise all employees assisting in the performance of assessing functions."

ARTICLE 42: FISCAL YEAR 2019 SALARY AND WAGE ADJUSTMENTS

To see if the Town will vote to raise and appropriate, borrow or transfer from available funds, a sum of money to supplement the amounts appropriated under Article 6 of the Warrant for the 2018 Annual Town Meeting for salaries and wages of non-school officials and employees in order to implement the findings and recommendations set forth in the final report entitled "TOWN OF HARVARD, MASSACHUSETTS COMPENSATION AND CLASSIFICATION STUDY Non-Union Positions", dated February, 2018, prepared by Human Resources Services, Inc., a copy of which report is filed in the Office of the Town Clerk, or pass any vote or votes in relation thereto.

(Inserted by Board of Selectmen)

On a motion by Stuart Sklar, 39 Scott Road, Board of Selectmen and seconded,

I move that the Town appropriate \$62,000 to supplement the amounts appropriated under Article 6 of the Warrant for the 2018 Annual Town Meeting for salaries and wages of non-school officials and employees in order to implement the findings and recommendations set forth in the final report entitled "TOWN OF HARVARD, MASSACHUSETTS COMPENSATION AND CLASSIFICATION STUDY Non-Union Positions", dated February, 2018, prepared by Human Resources Services, Inc., a copy of which report is filed in the Office of the Town Clerk, and that said appropriation be provided by raising \$62,000 by taxation.

Voted majority yes that the Town appropriate \$62,000 to supplement the amounts appropriated under Article 6 of the Warrant for the 2018 Annual Town Meeting for salaries and wages of non-school officials and employees in order to implement the findings and recommendations set forth in the final report entitled "TOWN OF HARVARD, MASSACHUSETTS COMPENSATION AND CLASSIFICATION STUDY Non-Union Positions", dated February, 2018, prepared by Human Resources Services, Inc., a copy of which report is filed in the Office of the Town Clerk, and that said appropriation be provided by raising \$62,000 by taxation.

TOWN MEETING AND ELECTION RESULTS

ARTICLE 43: ACCEPTANCE OF GIFTS OF PROPERTY

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

(Inserted by Board of Selectmen)

On a motion by Kara Minar, 204 Still River Road, Board of Selectmen and seconded,

I move that the Town take no action on this article.

Voted majority yes that the Town take no action on this article.

ARTICLE 44: ACCEPTANCE OF HIGHWAY FUNDS

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

(Inserted by Board of Selectmen)

On a motion by Ken Swanton, 14 Fairbank Street, Board of Selectmen and seconded,

I move that the Town accept the Fiscal Year 2019 State funds to be used for reconstruction and improvements of public ways.

Voted majority yes that the Town accept the Fiscal Year 2019 State funds to be used for reconstruction and improvements of public ways.

The meeting was dissolved at 5:06 PM

Checkers for the meeting were Meg Bagdonas, Nancy Cronin, Steve Cronin, Mary Jarvis, Barbara Kemp, Steve Nigzus, Sue Reedich, Janet Wilhelm, Sydney Blackwell, and Debbie Ricci.

They checked in 1,071 voters out of a total of 4,412 registered voters (4,041 active voters).

Moderator Robert Eubank was honored for his many years of service to the Town.

The Boston Post Cane was presented to the Town's oldest citizen, Rita Lombardi.

The Citizen of Note was Pat Jennings.

Tellers for the meeting were: Libby Levison, Sharlene Cronin, Barbara Romero, Paul Green, Brian Kenney, Jeff Boudreau, Pat Jennings, Della Jennings, Kevin Callaghan, Eric Ward, Katherine Weeks, Brian Talbot, Rebecca Rehm, and Mary Helan Turner.

Respectfully submitted, Marlene Kenney Town Clerk

TOWN MEETING AND ELECTION RESULTS

TOWN ELECTION

May 8, 2018

The Annual Town Election was held on May 8, 2018 in the Bromfield School Cafeteria. The polls were opened at 7:00 a.m. by Dennis Bradley. There were 4,412 registered voters (4,046 active voters) and a total of 2,033 persons (46% of the total voters) cast their votes with the following results:

MODERATOR

for one year		Vote for ONE
William K. Barton	1,604	
Blanks	423	
Scatterings	6	

SELECTMAN

for three years		Vote for ONE
Lucy B. Wallace	1,400	
Blanks	560	
Scatterings	73	

CEMETERY COMMISSIONER

for three years		Vote for ONE
Theodore W. Maxant (write-in)	128	
Blanks	1,835	
Scatterings	70	

COMMUNITY PRESERVATION COMMITTEE

for three years		Vote for ONE
John M. Walker	1,447	
Blanks	582	
Scatterings	4	

HARVARD BOARD OF HEALTH

for three years		Vote for ONE
Sharon M. McCarthy	1,507	
Blanks	519	
Scatterings	7	

TOWN MEETING AND ELECTION RESULTS

LIBRARY TRUSTEE

for three years		Vote for not more than TWO
Davida J. Bagatelle	1,140	
Jennifer A. Manell	1,048	
William J. Salter	685	
Blanks	1,182	
Scatterings	11	

PARK AND RECREATION COMMISSIONER

for three years		Vote for not more than TWO
Joseph F. Reynolds	1,312	
Douglas T. Thornton	1,401	
Blanks	1,348	
Scatterings	5	

PLANNING BOARD

for three years		Vote for not more than TWO
Frances H. Nickerson	1,249	
Stacia H. Donahue	1,307	
Blanks	1,500	
Scatterings	10	

PLANNING BOARD

for one year		Vote for ONE
Justin Brown (write-in)	3	
Blanks	1,993	
Scatterings	33	
Michele Girard	2	
Joseph Reynolds	2	

SCHOOL COMMITTEE MEMBER

for three years		Vote for not more than TWO
Mary Frances Traphagen	1,318	
Shannon C. Molloy	1,279	
Blanks	1,462	
Scatterings	7	

TOWN MEETING AND ELECTION RESULTS

TREE WARDEN

for one year		Vote for ONE
JC Ferguson	1,499	
Blanks	529	
Scatterings	5	

WARNER FREE LECTURE SOCIETY TRUSTEE

for three years		Vote for not more than TWO
Jeffrey K. Boudreau	1, 408	
Patricia White (write-in)	27	
Lynda Herbolsheimer	17	
Blanks	2,596	
Scatterings	18	

QUESTION #1 – APPROVE THE ADOPTION OF THE HARVARD CHARTER

Shall the Town of Harvard approve the Charter recommended by the Charter Commission as summarized below?

Summary

The proposed Charter clarifies and better defines the existing Executive function, tasking the Select Board with:

- Preparing an annual Strategic Plan defining its vision and annual goals. The plan will incorporate the Ten-year Master Plan, Capital Investment Plan, and Finance Committee five-year plan.
- Proposing annual operating and capital budgets that further the Strategic Plan's proposed initiatives and policies.
- Reporting to Town Meetings on the progress on the prior year's Strategic Plan and the emerging challenges and opportunities in the coming years.
- Appointing the members of most boards and committees, including the Planning Board. The Select Board, the Moderator, the School Committee, the Library Trustees, and the Trustees of the Warner Free Lecture will continue to be elected. All terms will remain as they are currently, generally three years.

Other changes to Harvard's current government include clarifying the role of the Town Administrator in supporting the Select Board and establishing a quorum for Town Meeting as a minimum of 50 voters.

Yes	1,091
No	796
Blanks	146

TOWN MEETING AND ELECTION RESULTS

QUESTION #2 – HAPGOOD LIBRARY - CONSTRUCT ADA ACCESSIBLE FRONT DOOR AND ADDRESS ADA COMPLIANCE ISSUES

Shall the Town of Harvard be allowed to exempt from the provisions of Proposition two-and-one-half, so called, the amounts required to pay for the bonds issued in order to construct an Americans with Disabilities Act (ADA) accessible front entrance at the Hapgood Library building and for code compliance renovations, repairs, and improvements throughout the building?

Yes	1,392
No	553
Blanks	88

QUESTION #3 – HILDRETH ELEMENTARY SCHOOL

Shall the Town of Harvard be allowed to exempt from the provisions of Proposition two-and-one-half, so called, the amounts required to pay for the bonds issued in order to construct, originally equip and furnish a new Hildreth Elementary School on the existing site for students in grades PK-5, including the cost of architectural design, project management and other incidental and related costs, as well as demolition of the existing building and other necessary site improvements?

Yes	1,170
No	855
Blanks	8

The polls were closed at 8:00 p.m. by Warden Dennis Bradley and the results were announced at 10:30 p.m.

One hundred and thirty-one (131) absentee ballots were cast.

Election Officials were:

Dennis Bradley	Joe Hutchinson
Debbie Kaegebein	Audrey Ball
Steve Nigzus	Barbara Kemp
Sydney Blackwell	Becky Gordon
Janet Wilhelm	Mary Jarvis
Peter Warren	Nancy Cronin
Steven Cronin	Robert Hughes
Sue Reedich	Fran Maiore
Debbie Ricci	Lisa Dagdigian

Respectfully submitted,

Marlene Kenney
Town Clerk

TOWN MEETING AND ELECTION RESULTS

STATE PRIMARY September 4, 2018

The State Primary was held on September 4, 2018, in the Bromfield School cafeteria. The polls were opened at 7:00 a.m. by Warden Dennis Bradley. There were 4,479 registered voters (4,064 active voters) and a total of 1,482 persons (33.09 % of all voters) cast their votes with the following results:

DEMOCRATIC PARTY VOTES – 1,134

SENATOR IN CONGRESS

Elizabeth A. Warren	1,053
Scatterings	4
Blanks	77

GOVERNOR

Jay M. Gonzalez	563
Bob Massie	335
Scatterings	5
Blanks	231

LIEUTENANT GOVERNOR

Quentin Palfrey	568
Jimmy Tingle	306
Scatterings	5
Blanks	255

ATTORNEY GENERAL

Maura Healey	1,038
Scatterings	2
Blanks	94

SECRETARY OF STATE

William Francis Galvin	732
Josh Zakim	324
Scatterings	2
Blank	76

TREASURER

Deborah B. Goldberg	902
Scatterings	3
Blanks	229

TOWN MEETING AND ELECTION RESULTS

AUDITOR

Suzanne M. Bump	879
Scatterings	3
Blanks	229

REPRESENTATIVE IN CONGRESS – Third District

Jeffrey D. Ballinger	12
Alexandra E. Chandler	131
Beej Das	12
Rufus Gifford	198
Leonard H. Golder	8
Daniel Arrigg Koh	246
Barbara A. L'Italien	205
Bopha Malone	15
Juana B. Matias	103
Lori Loureiro Trahan	*189
Scatterings	1
Blanks	*14

COUNCILLOR – Third District

Marilyn M. Pettito Devaney	562
Nick Carter	296
Scatterings	2
Blanks	274

SENATOR IN GENERAL COURT – Middlesex & Worcester district

James B. Eldridge	979
Scatterings	2
Blanks	153

REPRESENTATIVE IN GENERAL COURT – Thirty-Seventh Middlesex District

Jennifer E. Benson	968
Scatterings	2
Blanks	164

DISTRICT ATTORNEY - Middle District

Joseph D. Early, Jr.	881
Scatterings	2
Blanks	251

CLERK OF COURTS – Worcester County

Dennis P. McManus	853
Scatterings	2
Blanks	279

TOWN MEETING AND ELECTION RESULTS

REGISTER OF DEEDS – Worcester District

Kathryn A. Toomey	873
Scatterings	2
Blanks	259

***Amended totals after Third Congressional District Recount**

REPUBLICAN PARTY VOTES – 342

SENATOR IN CONGRESS

Geoff Diehl	139
John Kingston	56
Beth Joyce Lindstrom	136
Scatterings	0
Blanks	11

GOVERNOR

Charles D. Baker	244
Scott D. Lively	93
Scatterings	0
Blanks	5

LIEUTENANT GOVERNOR

Karyn E. Polito	250
Scatterings	0
Blanks	5

ATTORNEY GENERAL

James R. McMahon, III	154
Daniel L. Shores	117
Scatterings	1
Blanks	70

SECRETARY OF STATE

Anthony M. Amore	223
Scatterings	0
Blanks	119

TREASURER

Keiko M. Orrall	223
Scatterings	0
Blanks	119

TOWN MEETING AND ELECTION RESULTS

AUDITOR

Helen Brady	220
Scatterings	0
Blanks	122

REPRESENTATIVE IN CONGRESS – Third District

Rick Green	245
Scatterings	1
Blanks	96

COUNCILLOR – Third District

Scatterings	0
Blanks	339
Aaron H. Hutchins (write-in)	3

SENATOR IN GENERAL COURT – Middlesex & Worcester District

Margaret W. Busse	244
Scatterings	0
Blanks	98

REPRESENTATIVE IN GENERAL COURT – Thirty-Seventh Middlesex District

Scatterings	2
Blanks	340

DISTRICT ATTORNEY - Middle District

Scatterings	1
Blanks	341

CLERK OF COURTS – Worcester County

Joanne E. Powell	214
Scatterings	0
Blanks	128

REGISTER OF DEEDS – Worcester District

Kate D. Campanale	164
Kevin J. Kuros	106
Scatterings	0
Blanks	72

TOWN MEETING AND ELECTION RESULTS

LIBERTARIAN PARTY VOTES – 6

SENATOR IN CONGRESS

Scatterings	2
Blanks	4

GOVERNOR

Scatterings	1
Blanks	5

LIEUTENANT GOVERNOR

Scatterings	0
Blanks	6

ATTORNEY GENERAL

Scatterings	2
Blanks	4

SECRETARY OF STATE

Scatterings	1
Blanks	5

TREASURER

Scatterings	1
Blanks	5

AUDITOR

Daniel Fishman	6
Scatterings	0
Blanks	0

REPRESENTATIVE IN CONGRESS – Third District

Rick Green	245
Scatterings	1
Blanks	96

COUNCILLOR – Third District

Scatterings	1
Blanks	5

TOWN MEETING AND ELECTION RESULTS

SENATOR IN GENERAL COURT – Middlesex & Worcester District

Scatterings	1
Blanks	5

REPRESENTATIVE IN GENERAL COURT – Thirty-Seventh Middlesex District

Scatterings	1
Blanks	5

DISTRICT ATTORNEY - Middle District

Scatterings	1
Blanks	5

CLERK OF COURTS – Worcester County

Scatterings	1
Blanks	5

REGISTER OF DEEDS – Worcester District

Scatterings	2
Blanks	4

The polls were closed at 8:00 p.m. by Warden Dennis Bradley and the results were announced at 10:13 p.m.

One hundred and three (103) absentee ballots were cast.

Respectfully submitted,

Marlene Kenney
Town Clerk

TOWN MEETING AND ELECTION RESULTS

SPECIAL CITIZENS CAUCUS September 17, 2018

The meeting was called to order in the Town Hall Meeting Room on Monday, September 17, 2018 at 7:11 p.m., by Town Clerk, Marlene Kenney.

On motions made, seconded, and voted unanimously,

Steven Cronin was elected Chair of the Caucus and Nancy Cronin was elected Secretary of the Caucus.

The following persons were nominated from the floor for the office and term as identified below.

<u>Position</u>	<u>Nominees</u>	<u>Vote</u>
SELECT BOARD	Noyan Kinayman	unanimous
<u>One position until 2020 Town Election</u>	Rich D. Maiore	unanimous

The meeting dissolved at 7:18 p.m.

Steve Nigzus and Sue Reedich checked in 28 voters out of 4,498 registered voters (4,096 active voters).

Respectfully submitted,
Nancy Cronin, Caucus Secretary



Candidates Rich Maiore and Noyan Kinayman participate in a debate sponsored by the League of Women Voters.

TOWN MEETING AND ELECTION RESULTS

SPECIAL TOWN MEETING October 22, 2018

The meeting was called to order in the Harvard Town Hall at 7:00 p.m. by Moderator, William Barton. The call of the meeting and the return of service were found to be in order by Town Clerk Marlene Kenney.

Moderator William Barton requested that the town allow the following non-voters to speak to the meeting if necessary:

Timothy Bragan	Town Administrator
Mark Lanza	Town Counsel
David Nalchajian	Finance Director
Tim Kilhart	DPW Director
Richard Sicard	Fire Chief
Josh Myler	HES Principal
Christopher Ryan	
Economic Development Director/ Planner	



Moderator Bill Barton

ARTICLE 1: AMENDMENTS TO TOWN BYLAWS

To see if the Town will vote to amend the Code of the Town of Harvard by making the following revisions to the Town's General Bylaws in order to bring them into conformity with the Harvard Charter approved at the May 8, 2018 Annual Town Election, or to take any vote or votes in relation thereto:

1. By substituting: (A) the term "Select Board" (a) for "Board of Selectmen" (and any variants such as "Board of Selectman" and abbreviations thereof), and (b) for "Selectmen" in contexts in which that term refers to the Select Board as a whole, acting as a board wherever the words "Board of Selectmen" and "Selectmen" so appear therein; provided, however, that Chapter 13 (Bare Hill Pond), Section 13.8 (Enforcement and penalties) shall be amended to substitute the words "Select Board is" for "Selectmen are";
(B) the term "Chair" for "Chairman" wherever the term "Chairman" appears therein;
(C) the term "Building Commissioner" for "Building Inspector" wherever the term "Building Inspector" appears therein; and
(D) substitute the term "Director of Public Works" for "Highway Superintendent" wherever the term "Highway Superintendent" appears therein.
2. By further amending Chapter 4 (Agricultural Advisory Commission) thereof by adding to the end of the first sentence, of Section 4-2(B) thereof "each to serve for a term of one year" so that the first sentence of said Section 4-2(B) shall read:

"There may be up to three alternates appointed to the Commission by the Select Board, each to serve for a term of one year."

TOWN MEETING AND ELECTION RESULTS

3. By further amending Chapter 10 (Appointed Board Members Meeting Attendance) thereof by:

(A) deleting “Meeting Attendance” from the title of the Chapter, so that the title of Chapter 10 is “Appointed Board Members”;

(B) substituting “50%” for “30%” and “six” for “twelve” in the second sentence of Section 10-1 (Meeting Attendance) thereof, so that the second sentence of said Section 10-1 (Meeting Attendance) shall read:

“If a member of an appointed body is absent from 50% or more of the regularly scheduled meetings of the public body over a six-month period, the Chair or a majority of a quorum of the public body shall send a written notice of such member’s absences to the public body’s appointing authority with a recommendation.”

(C) adding thereto a new Section 10-3 as follows:

“§ 10-3. Term of Service; Continuation of Office. The term of service for appointed members of volunteer Town public bodies shall be as specified in the Harvard Charter and the Town bylaws. Upon the expiration of such term, each incumbent members of the appointed Town public body shall continue to hold office until the earliest of (i) the appointment of his or her successor, (ii) his or her resignation and (iii) June 30 following such expiration.”

4. By further amending Chapter 11 (Associate Member of Planning Board) thereof by making- the following revisions to Section 11-1 (Powers and duties) thereof:

[key to revisions: underlining = additions, ~~striketrough~~ = deletions]

§ 11-1. Powers and duties.

The associate member of the Planning Board appointed pursuant to Subsection E of § 125-46 of the Code of the Town of Harvard may attend all Planning Board meetings, participate in discussions, and, at the designation of the Chair, may act as a regular member of the Board on administrative matters, including but not limited to providing a quorum ~~in~~ for discussion of agenda items, approving minutes, making motions and voting on other administrative tasks. The associate member may not act in lieu of a regular ~~elected or appointed~~ Board member on any nonadministrative issues, such as site plans and land division plans, which require a simple majority of the Board.

5. By further amending Chapter 17 (Capital Planning and Investment Committee; Capital Stabilization and Investment Fund) by:

(A) making the following revisions to Sections 17-1 (Establishment; membership) and 17-2 (Duties) thereof:

[key to revisions: underlining = additions, ~~striketrough~~ = deletions]

§ 17-1. Establishment; membership.

. Section 6-5(a) of the Harvard Charter sets forth the membership of the Capital Planning and Investment Committee. Said Committee shall choose its own officers, set its own rules and shall serve without pay.

TOWN MEETING AND ELECTION RESULTS

§ 17-2. Duties.

~~The Committee shall consider matters relating to appropriations from the Capital Stabilization and Investment Fund, and shall make recommendations to the Town or any board, committee or official thereof, and establish policies relative to the funding of capital projects of the Town and set priorities and schedules for such capital projects. Section 6-5(b) of the Harvard Charter sets forth the duties of the Capital Planning and Investment Committee. For purposes of Section 6-5(b) of the Harvard Charter, capital expenditures shall be~~ The Committee shall study proposed capital outlays involving the acquisition of land or an expenditure of \$20,000 or greater and having a useful life of at least five years. All officers, boards, and committees, including the Board of Selectmen and the School Committee, shall by September 30 each year give to such Board, on forms prepared by it, information concerning all anticipated capital projects needing Town Meeting action during the ensuing five years. The Committee shall consider the relative need, timing, and cost of these expenditures and the effect each will have on the financial position of the Town.

B. ~~The Committee shall transmit its recommendations to the Town Administrator, as well as the appropriate officer, board, agency or department involved in the proposed capital improvement. Such recommendations shall constitute a Capital Improvement Program. The report of this program shall, as to items planned for the ensuing fiscal year, be given to the Town Administrator and Finance Committee for their review and possible inclusion in the budget. The text and tables of the Capital Improvement Program for the following five years shall be published in the Town's Annual Report. Expenditures for surveys, architectural or engineering advice, options or appraisals and similar expenses relating to future capital projects shall be a part of the Capital Improvement Program, and no such expenditure shall be made without study and written report from the Committee.~~

(B) by substituting "meeting" for "meetings" in the fifth sentence of Section 17-3 (Capital Stabilization and Investment Fund) thereof , so that the fifth sentence of said Section 17-3 (Capital Stabilization and Investment Fund) shall read:

"Monies in the Capital Stabilization and Investment Fund may be appropriated at any annual or special town meeting by a two-thirds vote."

6. By further amending Chapter 18 (Community Preservation Committee) thereof by deleting from Section 18-1(F) thereof everything after "Select Board", so that Section 18-1(F) shall read:

"F. Four members to be appointed by the Select Board."

7. By further amending Chapter 19 (Council on Aging) and Chapter 78 (Personnel Board) thereof, in the third sentence of Section 19-1 and the first sentence of Section 78-3(A)(1) by substitute the term "residents" for "registered voters", so that:

(A) the third sentence of Section 19-1 shall read:

"All members shall be residents of the Town of Harvard."; and

(B) the first sentence of Section 78-3(A)(1) shall read:

TOWN MEETING AND ELECTION RESULTS

“The Select Board shall appoint a Personnel Board consisting of any five residents of the Town, to be appointed for three-year overlapping terms.”

8. By further amending Chapter 36 (Finance Committee) thereof by making the following revisions thereto:

[key to revisions: underlining = additions, = deletions]

§ 36-1. Membership; appointment.

Section 3-4(c) of the Harvard Charter sets forth the membership and appointment of the Finance Committee.

§ 36-2. Duties.

The Finance Committee shall perform the duties specified in Article 6 of the Harvard Charter

§ 36-3. Budget Process.

The budget process for the Town shall be as specified in Sections 6-2, 6-3 and 6-4 of the Harvard Charter.

§ 36-4. Associate members.

The Moderator shall appoint two associate members to the Finance Committee who shall participate in the Finance Committee’s duties and functions but without authority to vote. The associate members shall serve one-year terms. Candidates for associate membership shall adhere to the same appointment process as set forth in Section 3-4(c) of the Harvard Charter, and may apply for reappointment to subsequent one-year term(s).

§ 36-5. Quorum.

Associate members may be impaneled by the Chair of the Finance Committee, or any member of the Finance Committee acting as Chair, for the purposes of establishing a quorum of the Finance Committee. Such associate members shall have the authority to vote during meetings of the Finance Committee, unless or until a member joins the meeting so as to constitute a quorum of the Committee, in which case any such associate member so impaneled shall be replaced by member without action by the Chair. The associate members will be impaneled by seniority, with the most senior associate member being impaneled first.

9. By further amending Chapter 48 (Historic Districts) thereof by making the following revisions to Section 48-4 (Establishment and membership of Commission) thereto:

[key to revisions: underlining = additions, ~~striketrough~~ = deletions]

§ 48-4. Establishment and membership of Commission.

An Historic District Commission is hereby established, to consist of seven members and two alternate members, appointed by the Select Board, under the provisions of Chapter 40C of the General Laws, as amended by Chapter 359 of the Acts of 1971:

TOWN MEETING AND ELECTION RESULTS

A. Three residents of the Town

B. One member from nominees submitted by the chapter of the American Institute of Architects covering the area.

C. One member from nominees submitted by the Board of Realtors covering the area.

D. One member from nominees submitted by the Harvard Planning Board.

E. One member from nominees submitted by the Harvard Conservation Commission.

F. Two alternate members to serve for one-year terms.

G. Their successors shall be appointed in the same manner as the original appointment for terms, other than the alternate members, of three years. If practical, the Commission should include at least one resident of an historic district.

H. If no nominees have been submitted to Select Board within 60 days of a request for nominees by the Select Board to the appropriate Board, Commission or Organization, the Select Board may proceed to appoint a resident to the Commission to fill the position for which nominees were requested.

(Inserted by the Select Board)

The following motion was made by Lucy Wallace, 18 Orchard Hill, Select Board, and seconded,

I move that the Town amend the Code of the Town of Harvard by making the revisions to the Town's General Bylaws in order to bring them into conformity with the Harvard Charter approved at the May 8, 2018 Annual Town Election as printed on pages 1 through 4 of the Warrant for the October 22, 2018 Special Town Meeting.

Voted greater than 2/3rds yes to amend the Code of the Town of Harvard by making the following revisions to the Town's General Bylaws in order to bring them into conformity with the Harvard Charter approved at the May 8, 2018 Annual Town Election:

1. By substituting: (A) the term "Select Board" (a) for "Board of Selectmen" (and any variants such as "Board of Selectman" and abbreviations thereof), and (b) for "Selectmen" in contexts in which that term refers to the Select Board as a whole, acting as a board wherever the words "Board of Selectmen" and "Selectmen" so appear therein; provided, however, that Chapter 13 (Bare Hill Pond), Section 13.8 (Enforcement and penalties) shall be amended to substitute the words "Select Board is" for "Selectmen are";

(B) the term "Chair" for "Chairman" wherever the term "Chairman" appears therein;

(C) the term "Building Commissioner" for "Building Inspector" wherever the term "Building Inspector" appears therein; and

(D) substitute the term "Director of Public Works" for "Highway Superintendent" wherever the term "Highway Superintendent" appears therein.

TOWN MEETING AND ELECTION RESULTS

2. By further amending Chapter 4 (Agricultural Advisory Commission) thereof by adding to the end of the first sentence, of Section 4-2(B) thereof “each to serve for a term of one year” so that the first sentence of said Section 4-2(B) shall read:

“There may be up to three alternates appointed to the Commission by the Select Board, each to serve for a term of one year.”

3. By further amending Chapter 10 (Appointed Board Members Meeting Attendance) thereof by::

(A) deleting “Meeting Attendance” from the title of the Chapter, so that the title of Chapter 10 is “Appointed Board Members”;

(B) substituting “50%” for “30%” and “six” for “twelve” in the second sentence of Section 10-1 (Meeting Attendance) thereof, so that the second sentence of said Section 10-1 (Meeting Attendance) shall read:

“If a member of an appointed body is absent from 50% or more of the regularly scheduled meetings of the public body over a six-month period, the Chair or a majority of a quorum of the public body shall send a written notice of such member’s absences to the public body’s appointing authority with a recommendation.”

(C) adding thereto a new Section 10-3 as follows:

“§ 10-3. Term of Service; Continuation of Office. The term of service for appointed members of volunteer Town public bodies shall be as specified in the Harvard Charter and the Town bylaws. Upon the expiration of such term, each incumbent members of the appointed Town public body shall continue to hold office until the earliest of (i) the appointment of his or her successor, (ii) his or her resignation and (iii) June 30 following such expiration.”

4. By further amending Chapter 11 (Associate Member of Planning Board) thereof by making- the following revisions to Section 11-1 (Powers and duties) thereof:

[key to revisions: underlining = additions, ~~striketrough~~ = deletions]

§ 11-1. Powers and duties.

The associate member of the Planning Board appointed pursuant to Subsection E of § 125-46 of the Code of the Town of Harvard may attend all Planning Board meetings, participate in discussions, and, at the designation of the Chair, may act as a regular member of the Board on administrative matters, including but not limited to providing a quorum ~~in~~ for discussion of agenda items, approving minutes, making motions and voting on other administrative tasks. The associate member may not act in lieu of a regular ~~elected or appointed~~ Board member on any no administrative issues, such as site plans and land division plans, which require a simple majority of the Board.

5. By further amending Chapter 17 (Capital Planning and Investment Committee; Capital Stabilization and Investment Fund) by:

(A) making the following revisions to Sections 17-1 (Establishment; membership) and 17-2 (Duties) thereof:

TOWN MEETING AND ELECTION RESULTS

[key to revisions: underlining = additions, ~~strikethrough~~ = deletions]

§ 17-1. Establishment; membership.

. Section 6-5(a) of the Harvard Charter sets forth the membership of the Capital Planning and Investment Committee. Said Committee shall choose its own officers, set its own rules and shall serve without pay.

§ 17-2. Duties.

~~The Committee shall consider matters relating to appropriations from the Capital Stabilization and Investment Fund, and shall make recommendations to the Town or any board, committee or official thereof, and establish policies relative to the funding of capital projects of the Town and set priorities and schedules for such capital projects.~~ Section 6-5(b) of the Harvard Charter sets forth the duties of the Capital Planning and Investment Committee. For purposes of Section 6-5(b) of the Harvard Charter, capital expenditures shall be ~~The Committee shall study proposed capital outlays involving the acquisition of land or an expenditure of \$20,000 or greater and having a useful life of at least five years. All officers, boards, and committees, including the Board of Selectmen and the School Committee, shall by September 30 each year give to such Board, on forms prepared by it, information concerning all anticipated capital projects needing Town Meeting action during the ensuing five years. The Committee shall consider the relative need, timing, and cost of these expenditures and the effect each will have on the financial position of the Town.~~

~~B. The Committee shall transmit its recommendations to the Town Administrator, as well as the appropriate officer, board, agency or department involved in the proposed capital improvement. Such recommendations shall constitute a Capital Improvement Program. The report of this program shall, as to items planned for the ensuing fiscal year, be given to the Town Administrator and Finance Committee for their review and possible inclusion in the budget. The text and tables of the Capital Improvement Program for the following five years shall be published in the Town's Annual Report. Expenditures for surveys, architectural or engineering advice, options or appraisals and similar expenses relating to future capital projects shall be a part of the Capital Improvement Program, and no such expenditure shall be made without study and written report from the Committee.~~

(B) by substituting “meeting” for “meetings” in the fifth sentence of Section 17-3 (Capital Stabilization and Investment Fund) thereof , so that the fifth sentence of said Section 17-3 (Capital Stabilization and Investment Fund) shall read:

“Monies in the Capital Stabilization and Investment Fund may be appropriated at any annual or special town meeting by a two-thirds vote.”

6. By further amending Chapter 18 (Community Preservation Committee) thereof by deleting from Section 18-1(F) thereof everything after “Select Board”, so that Section 18-1(F) shall read:

“F. Four members to be appointed by the Select Board.”

7. By further amending Chapter 19 (Council on Aging) and Chapter 78 (Personnel Board) thereof, in the third sentence of Section 19-1 and the first sentence of Section 78-3(A)(1) by substitute the term “residents” for “registered voters”, so that:

TOWN MEETING AND ELECTION RESULTS

(A) the third sentence of Section 19-1 shall read:

“All members shall be residents of the Town of Harvard.”; and

(B) the first sentence of Section 78-3(A)(1) shall read:

“The Select Board shall appoint a Personnel Board consisting of any five residents of the Town, to be appointed for three-year overlapping terms.”

8. By further amending Chapter 36 (Finance Committee) thereof by making the following revisions thereto:

[key to revisions: underlining = additions, = deletions]

§ 36-1. Membership; appointment.

Section 3-4(c) of the Harvard Charter sets forth the membership and appointment of the Finance Committee.
§ 36-2. Duties.

The Finance Committee shall perform the duties specified in Article 6 of the Harvard Charter

§ 36-3. Budget Process.

The budget process for the Town shall be as specified in Sections 6-2, 6-3 and 6-4 of the Harvard Charter.

.
§ 36-4. Associate members.

The Moderator shall appoint two associate members to the Finance Committee who shall participate in the Finance Committee’s duties and functions but without authority to vote. The associate members shall serve one-year terms. Candidates for associate membership shall adhere to the same appointment process as set forth in Section 3-4(c) of the Harvard Charter, and may apply for reappointment to subsequent one-year term(s).

§ 36-5. Quorum.

Associate members may be impaneled by the Chair of the Finance Committee, or any member of the Finance Committee acting as Chair, for the purposes of establishing a quorum of the Finance Committee. Such associate members shall have the authority to vote during meetings of the Finance Committee, unless or until a member joins the meeting so as to constitute a quorum of the Committee, in which case any such associate member so impaneled shall be replaced by member without action by the Chair. The associate members will be impaneled by seniority, with the most senior associate member being impaneled first.

TOWN MEETING AND ELECTION RESULTS

9. By further amending Chapter 48 (Historic Districts) thereof by making the following revisions to Section 48-4 (Establishment and membership of Commission) thereto:

[key to revisions: underlining = additions, ~~strike through~~ = deletions]

§ 48-4. Establishment and membership of Commission.

An Historic District Commission is hereby established, to consist of seven members and two alternate members, appointed by the Select Board, under the provisions of Chapter 40C of the General Laws, as amended by Chapter 359 of the Acts of 1971:

A. Three residents of the Town

B. One member from nominees submitted by the chapter of the American Institute of Architects covering the area.

C. One member from nominees submitted by the Board of Realtors covering the area.

D. One member from nominees submitted by the Harvard Planning Board.

E. One member from nominees submitted by the Harvard Conservation Commission.

F. Two alternate members to serve for one-year terms.

G. Their successors shall be appointed in the same manner as the original appointment for terms, other than the alternate members, of three years. If practical, the Commission should include at least one resident of an historic district.

H. If no nominees have been submitted to Select Board within 60 days of a request for nominees by the Select Board to the appropriate Board, Commission or Organization, the Select Board may proceed to appoint a resident to the Commission to fill the position for which nominees were requested.

Approved by the Attorney General on January 31, 2019.

TOWN MEETING AND ELECTION RESULTS

ARTICLE 2: AMEND THE PROTECTIVE BYLAW

To see if the Town will vote to amend Chapter 125 of the Code of the Town of Harvard, the Protective Bylaw, by making the following revisions thereto to bring the following sections thereof into conformity with the Harvard Charter approved at the May 8, 2018 Annual Town Election, or to take any vote or votes in relation thereto:

(1) By substituting the term “Select Board” (a) for “Board of Selectmen” (and any variants such as “Board of Selectman” and abbreviations thereof), and (b) for “Selectmen” in contexts in which that term refers to the Select Board as a whole, acting as a board wherever the terms “Board of Selectmen” (and any variants such as “Board of Selectman” and abbreviations thereof), and “Selectmen” appear in said Chapter 125;

(2) By further amending Section 125-45 (Board of Appeals) thereof by making the following revisions thereto:

[key to revisions: underlining = additions, ~~striketrough~~ = deletions]

§ 125-45 Board of Appeals.

There shall be a Board of Appeals of three members, plus three associate members, appointed by the Select Board as provided in Section 12 of the Zoning Act, with such associate members serving for one-year terms. The Board of Appeals shall act on matters under this Bylaw as provided in the Zoning Act (see Sections 9, 11, 12, and 15 thereof), and this Bylaw. The Board of Appeals shall also have jurisdiction under Section 81Z, Chapter 41, G.L.; and

(3) By further amending Section 125-46 (Special Permits) of said Chapter 125 by making the following revisions to subsections (B)(2) and (E) thereof:

[key to revisions: underlining = additions, ~~striketrough~~ = deletions]

§ 125-46 Special permits.



Residents cast their votes at the Special Town Meeting.

TOWN MEETING AND ELECTION RESULTS

B. **Advice from Planning Board or other Town boards.** (See Zoning Act, Section 11, and G.L. Chapter 41, Section 81I.)

(2) The authorizing board may refer an application also to the Conservation Commission, the Historical Commission, the Director of Public Works~~Highway Superintendent~~, the Building Commissioner~~Inspector~~, or to any ~~elected~~ Town board for formal comment or advice; if such formal advice is sought in writing, the authorizing board shall not take final action on the application until such advice or comment is received or until 35 days have elapsed after the transmittal of the request.

E. **Associate member.** An associate member of the Planning Board may be appointed by a majority vote of the Select Board to serve for a term of one year~~and the Planning Board combined at a meeting of both Boards~~. The ~~Chairman~~ of the Planning Board may designate the associate member to sit on the Board for the purposes of acting on the special permit application, in the case of absence, inability to act, or conflict of interest on the part of any member of the Planning Board or in the event of a vacancy on the Board.

(Inserted by the Planning Board)

On a motion by Rich Maiore, 50 Slough Road, and seconded,

I move that the Town amend Chapter 125 of the Code of the Town of Harvard, the Protective Bylaw, by making the revisions thereto to bring the following sections thereof into conformity with the Harvard Charter approved at the May 8, 2018 Annual Town Election as printed on page 5 of the Warrant for the October 22, 2018 Special Town Meeting.

Voted greater than 2/3rds yes that the Town amend Chapter 125 of the Code of the Town of Harvard, the Protective Bylaw, by making the following revisions thereto to bring the following sections thereof into conformity with the Harvard Charter approved at the May 8, 2018 Annual Town Election:

(1) By substituting the term “Select Board” (a) for “Board of Selectmen” (and any variants such as “Board of Selectman” and abbreviations thereof), and (b) for “Selectmen” in contexts in which that term refers to the Select Board as a whole, acting as a board wherever the terms “Board of Selectmen” (and any variants such as “Board of Selectman” and abbreviations thereof), and “Selectmen” appear in said Chapter 125;

(2) By further amending Section 125-45 (Board of Appeals) thereof by making the following revisions thereto:

[key to revisions: underlining = additions, ~~striketrough~~ = deletions]

§ 125-45 Board of Appeals.

There shall be a Board of Appeals of three members, plus three associate members, appointed by the Select Board as provided in Section 12 of the Zoning Act, with such associate members serving for one-year terms. The Board of Appeals shall act on matters under this Bylaw as provided in the Zoning Act (see Sections 9, 11, 12, and 15 thereof), and this Bylaw. The Board of Appeals shall also have jurisdiction under Section 81Z, Chapter 41, G.L.; and

TOWN MEETING AND ELECTION RESULTS

(3) By further amending Section 125-46 (Special Permits) of said Chapter 125 by making the following revisions to subsections (B)(2) and (E) thereof:

[key to revisions: underlining = additions, ~~striketrough~~ = deletions]

§ 125-46 Special permits.

B. Advice from Planning Board or other Town boards. (See Zoning Act, Section 11, and G.L. Chapter 41, Section 81I.)

(2) The authorizing board may refer an application also to the Conservation Commission, the Historical Commission, the Director of Public Works~~Highway Superintendent~~, the Building Commissioner~~Inspector~~, or to any ~~elected~~ Town board for formal comment or advice; if such formal advice is sought in writing, the authorizing board shall not take final action on the application until such advice or comment is received or until 35 days have elapsed after the transmittal of the request.

E. Associate member. An associate member of the Planning Board may be appointed by a majority vote of the Select Board to serve for a term of one year~~and the Planning Board combined at a meeting of both Boards~~. The ~~Chairman~~ of the Planning Board may designate the associate member to sit on the Board for the purposes of acting on the special permit application, in the case of absence, inability to act, or conflict of interest on the part of any member of the Planning Board or in the event of a vacancy on the Board.

The Planning Board voted 4-0 to recommend this article.

Approved by the Attorney General on January 31, 2019.

ARTICLE 3: HAPGOOD LIBRARY - CONSTRUCT ADA ACCESSIBLE FRONT DOOR AND ADDRESS ADA COMPLIANCE ISSUES – SUPPLEMENTAL APPROPRIATION

To see if the Town will vote to appropriate \$200,000 to be expended by the Old Library Accessibility Committee, with the approval of the Select Board, to construct an American with Disabilities Act (ADA) compliant accessible front entrance to the Hapgood Library Building and to make renovations, repairs and improvements thereto for code compliance, said appropriation to be provided by supplementing the amounts appropriated pursuant to Articles 6 and 7 of the November 6, 2017 Special Town Meeting amended by which a) \$191,000 was transferred from the Capital Fund; b) \$192,000 was provided through a Massachusetts Cultural Facilities Fund grant; c) \$50,000 was transferred from the Community Preservation Fund as authorized under Article 6 of said Special Town Meeting; and d) \$39,000 was transferred from Article 24 of the 2017 Annual Town Meeting as appropriated under Article 7 of said Special Town Meeting; which supplemental appropriation shall be provided by authorizing the Town Treasurer, with the approval of the Select Board, to borrow \$200,000 under the provisions of Massachusetts General Laws Chapter 44 or any other enabling authority, with any unexpended funds as of June 30, 2020 being returned to their funding source.

(Inserted by Select Board and Capital Planning and Investment Committee)

TOWN MEETING AND ELECTION RESULTS

The following motion was made by Alice von Loesecke, 84 Warren Ave, Select Board, and seconded,

I move that the Town appropriate \$200,000 to be expended by the Old Library Accessibility Committee, with the approval of the Select Board, to construct an American with Disabilities Act (ADA) compliant accessible front entrance to the Hapgood Library Building and to make renovations, repairs and improvements thereto for code compliance, said appropriation to be provided by supplementing the amounts appropriated pursuant to Articles 6 and 7 of the November 6, 2017 Special Town Meeting amended by which a) \$191,000 was transferred from the Capital Fund; b) \$192,000 was provided through a Massachusetts Cultural Facilities Fund grant; c) \$50,000 was transferred from the Community Preservation Fund as authorized under Article 6 of said Special Town Meeting; and d) \$39,000 was transferred from Article 24 of the 2017 Annual Town Meeting as appropriated under Article 7 of said Special Town Meeting; which supplemental appropriation shall be provided by authorizing the Town Treasurer, with the approval of the Select Board, to borrow \$200,000 under the provisions of Massachusetts General Laws Chapter 44 or any other enabling authority, with any unexpended funds as of June 30, 2020 being returned to their funding source.

Bruce Nickerson, 212 Stow Road, proposed an amendment to the motion to add “ADA” before the term “...code compliance...”. It was accepted as a friendly amendment by the Select Board.

A motion to move the question by Paul Green, 288 Old Littleton Road, was seconded and voted greater than 2/3rds yes.

Voted greater than 2/3rds yes that the Town appropriate \$200,000 to be expended by the Old Library Accessibility Committee, with the approval of the Select Board, to construct an American with Disabilities Act (ADA) compliant accessible front entrance to the Hapgood Library Building and to make renovations, repairs and improvements thereto for code compliance, said appropriation to be provided by supplementing the amounts appropriated pursuant to Articles 6 and 7 of the November 6, 2017 Special Town Meeting amended by which a) \$191,000 was transferred from the Capital Fund; b) \$192,000 was provided through a Massachusetts Cultural Facilities Fund grant; c) \$50,000 was transferred from the Community Preservation Fund as authorized under Article 6 of said Special Town Meeting; and d) \$39,000 was transferred from Article 24 of the 2017 Annual Town Meeting as appropriated under Article 7 of said Special Town Meeting; which supplemental appropriation shall be provided by authorizing the Town Treasurer, with the approval of the Select Board, to borrow \$200,000 under the provisions of Massachusetts General Laws Chapter 44 or any other enabling authority, with any unexpended funds as of June 30, 2020 being returned to their funding source.

ARTICLE 4: AMEND ARTICLE #6 LINE #23 FIRE DEPARTMENT PERSONNEL

To see if the Town will vote to amend its vote under Article #6 of the May, 2018 Annual Town Meeting, by adding a sum of money to Line #23 Fire Department Personnel, to cover the salary increase due to the Fire Chief in accordance with the recent personnel study, or pass any vote or votes in relation thereto.
(Inserted by Select Board)

On a motion by Stuart Sklar, 39 Scott Road, Select Board and seconded,

TOWN MEETING AND ELECTION RESULTS

I move that the Town vote to amend its vote under Article #6 of the Warrant for the May 5, 2018 Annual Town Meeting, by adding \$16,100 to Line #23 Fire Department Personnel, said funds to be raised by taxation and appropriated, to cover the salary increase due to the Fire Chief in accordance with the recent personnel study.

Voted majority yes that the Town amend its vote under Article #6 of the Warrant for the May 5, 2018 Annual Town Meeting, by adding \$16,100 to Line #23 Fire Department Personnel, said funds to be raised by taxation and appropriated, to cover the salary increase due to the Fire Chief in accordance with the recent personnel study.

ARTICLE 5: PURCHASE PAPER COMPACTOR

To see if the Town will vote to transfer from available funds a sum up to \$37,500 to be expended by the Department of Public Works Director, with the approval of the Town Administrator, to purchase an additional paper compactor for the Harvard Transfer Station, or pass any vote or votes in relation thereto. (Inserted by Select Board and Capital Planning and Investment Committee)

On a motion by Stuart Sklar, 39 Scott Road, Select Board and seconded,

I move that the Town transfer \$37,500 from the Capital Planning and Investment Fund, to be expended by the Department of Public Works Director, with the approval of the Town Administrator, to purchase an additional paper compactor for the Harvard Transfer Station.

Voted greater than 2/3 yes that the Town transfer \$37,500 from the Capital Planning and Investment Fund, to be expended by the Department of Public Works Director, with the approval of the Town Administrator, to purchase an additional paper compactor for the Harvard Transfer Station.

ARTICLE 6: CONVERT PLAYING FIELD INTO SOFTBALL FIELD

To see if the Town will vote to raise, appropriate or transfer from available funds a sum of money, to be spent by the Director of the Department of Public Works, with the approval of Park and Recreation Commission, to convert the current Ann Lee ball field into a softball field, or pass any vote or votes in relation thereto.

(Inserted by Select Board and Park and Recreation)

The following motion was made by Kara Minar, 204 Still River Road, Select Board, and seconded,

I move that the Town transfer \$40,000 from the Capital Planning and Investment Fund, to be spent by the Director of the Department of Public Works, with the approval of Park and Recreation Commission, to convert the current Ann Lee ball field into a softball field.

Voted greater than 2/3 yes that the Town transfer \$40,000 from the Capital Planning and Investment Fund, to be spent by the Director of the Department of Public Works, with the approval of Park and Recreation Commission, to convert the current Ann Lee ball field into a softball field.

TOWN MEETING AND ELECTION RESULTS

ARTICLE 7: HILDRETH ELEMENTARY SCHOOL UPDATE/REPORT

To see if the Town will vote to hear a report from the Superintendent of Schools, School Committee, and the School Building Committee for the Hildreth Elementary School Project at 27 Massachusetts Avenue, Harvard, Massachusetts, or pass any vote or votes in relation thereto.

(Inserted by School Committee)

The following motion was made by SusanMary Redinger, 121 Ayer Road, School Committee, and seconded,

I move that the Town hear a report from the Superintendent of Schools, School Committee, and the School Building Committee for the Hildreth Elementary School Project at 27 Massachusetts Avenue, Harvard, Massachusetts.

Voted majority yes that the Town hear a report from the Superintendent of Schools, School Committee, and the School Building Committee for the Hildreth Elementary School Project at 27 Massachusetts Avenue, Harvard, Massachusetts.

The meeting was dissolved at 7:56 pm.

Checkers for the meeting were Meg Bagdonas, Steve Nigzus, Joe Schmidt and Marc Sevigny. They checked in 167 voters out of a total of 4,506 registered voters (4,138 active voters).

Respectfully submitted,

Marlene Kenney, Town Clerk



TOWN MEETING AND ELECTION RESULTS

SPECIAL TOWN ELECTION

November 6, 2018

The Special Town Election was held on November 6, 2018 in the Bromfield School Gymnasium. The polls were opened at 7:00 a.m. by Warden Dennis Bradley. There were 4,530 registered voters (4,179 active voters) and a total of 3,133 voters (69.2% of all registered voters) cast their votes with the following results:

SELECT BOARD

Until 2020 Town Election	Vote for ONE
Noyan Kinayman	1,150
Rich D. Maiore	1,705
Scatterings	36
Blanks	242

The polls were closed at 8:00 p.m. by Warden Dennis Bradley.

One hundred and forty-one (141) absentee ballots were cast. Six hundred and sixty-nine early ballots were cast.

Election Officials were:

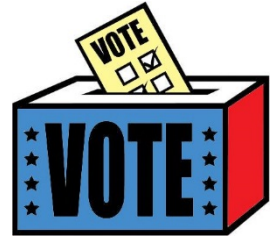
Dennis Bradley	Abbe Alpert
Meg Bagdonas	Audrey Ball
Cary Browse	Sydney Blackwell
Debbie Kaegebein	Barbara Kemp
Joe Schmidt	Becky Gordon
Marc Seigny	Jim DeZutter
Carol Lee Tonge	Mary Jarvis
Janet Wilhelm	Nancy Cronin
Peter Warren	Robert Hughes
Steven Cronin	Fran Maiore
Sue Reedich	Lisa Dagdigian
Steve Nigzus	Brianna Kenney

Respectfully submitted,

Marlene Kenney
Town Clerk

TOWN MEETING AND ELECTION RESULTS

STATE ELECTION November 6, 2018



The State Election was held on November 6, 2018, in the Bromfield School Gymnasium. The polls were opened at 7:00 a.m. by Warden Dennis Bradley. There were 4,530 registered voters (4,179 active voters) and a total of 3,372 voters (74.4% of all registered voters) cast their votes with the following results:

SENATOR IN CONGRESS

Elizabeth A. Warren	Democrat	2,242
Geoff Diehl	Republican	997
Shiva Ayyadurai	Independent	100
Scatterings		1
Blanks		32

GOVERNOR & LIEUTENANT GOVERNOR

Baker and Polito	Republican	2,019
Gonzalez and Palfrey	Democrat	1,211
Scatterings		13
Blanks		129

ATTORNEY GENERAL

Maura Healey	Democrat	2,415
James R. McMahon, III	Republican	888
Scatterings		2
Blanks		67

SECRETARY OF STATE

William Francis Galvin	Democrat	2,382
Anthony M. Amore	Republican	782
Juan G. Sanchez, Jr.	Green-Rainbow	115
Scatterings		1
Blank		92

TREASURER

Deborah B. Goldberg	Democrat	2,220
Keiko M. Orrall	Republican	880
Jamie M. Guerin	Green-Rainbow	118
Scatterings		1
Blanks		153

AUDITOR

Suzanne M. Bump	Democrat	2,037
Helen Brady	Republican	896
Daniel Fishman	Libertarian	198

TOWN MEETING AND ELECTION RESULTS

Edward J. Stamas	Green-Rainbow	77
Scatterings		1
Blanks		163

REPRESENTATIVE IN CONGRESS – Third District

Rick Green	Republican	914
Lori Loureiro Trahan	Democrat	2,263
Michael Mullen	Independent	121
Scatterings		0
Blanks		74

COUNCILLOR – Third District

Marilyn M. Petitto Devaney	Democrat	2,423
Scatterings		28
Blanks		921

SENATOR IN GENERAL COURT – Middlesex & Worcester district

James B. Eldridge	Democrat	2,225
Margaret W. Busse	Republican	996
Terra Friedrichs	Coop Green Economy	59
Scatterings		2
Blanks		90

REPRESENTATIVE IN GENERAL COURT – Thirty-Seventh Middlesex District

Jennifer E. Benson	Democrat	2,541
Scatterings		26
Blanks		805

DISTRICT ATTORNEY - Middle District

Joseph D. Early, Jr.	Democrat	2,290
Blake J. Rubin	Independent	728
Scatterings		6
Blanks		348

CLERK OF COURTS – Worcester County

Dennis P. McManus	Democrat	2,252
Joanne E. Powell	Republican	879
Scatterings		1
Blanks		240

REGISTER OF DEEDS – Worcester District

Kate D. Campanale	Republican	963
Kathryn A. Toomey	Democrat	2,014
Scatterings		4
Blanks		391

TOWN MEETING AND ELECTION RESULTS

QUESTION 1: LAW PROPOSED BY INITIATIVE PETITION

Do you approve of a law summarized below, on which no vote was taken by the Senate or the House of Representatives on or before May 2, 2018?

SUMMARY:

This proposed law would limit how many patients could be assigned to each registered nurse in Massachusetts hospitals and certain other health care facilities. The maximum number of patients per registered nurse would vary by type of unit and level of care, as follows:

- In units with step-down/intermediate care patients: 3 patients per nurse;
- In units with post-anesthesia care or operating room patients: 1 patient under anesthesia per nurse; 2 patients post-anesthesia per nurse;
- In the emergency services department: 1 critical or intensive care patient per nurse (or 2 if the nurse has assessed each patient's condition as stable); 2 urgent non-stable patients per nurse; 3 urgent stable patients per nurse; or 5 non-urgent stable patients per nurse;
- In units with maternity patients: (a) active labor patients: 1 patient per nurse; (b) during birth and for up to two hours immediately postpartum: 1 mother per nurse and 1 baby per nurse; (c) when the condition of the mother and baby are determined to be stable: 1 mother and her baby or babies per nurse; (d) postpartum: 6 patients per nurse;
- (e) intermediate care or continuing care babies: 2 babies per nurse; (f) well-babies: 6 babies per nurse;
- In units with pediatric, medical, surgical, telemetry, or observational/outpatient treatment patients, or any other unit: 4 patients per nurse; and
- In units with psychiatric or rehabilitation patients: 5 patients per nurse.

The proposed law would require a covered facility to comply with the patient assignment limits without reducing its level of nursing, service, maintenance, clerical, professional, and other staff.

The proposed law would also require every covered facility to develop a written patient acuity tool for each unit to evaluate the condition of each patient. This tool would be used by nurses in deciding whether patient limits should be lower than the limits of the proposed law at any given time.

The proposed law would not override any contract in effect on January 1, 2019 that set higher patient limits. The proposed law's limits would take effect after any such contract expired. The state Health Policy Commission would be required to promulgate regulations to implement the proposed law. The Commission could conduct inspections to ensure compliance with the law. Any facility receiving written notice from the Commission of a complaint or a violation would be required to submit a written compliance plan to the Commission. The Commission could report violations to the state Attorney General, who could file suit to obtain a civil penalty of up to \$25,000 per violation as well as up to \$25,000 for each day a violation continued after the Commission notified the covered facility of the violation. The Health Policy Commission would be required to establish a toll-free telephone number for complaints and a website where complaints, compliance plans, and violations would appear.

TOWN MEETING AND ELECTION RESULTS

The proposed law would prohibit discipline or retaliation against any employee for complying with the patient assignment limits of the law. The proposed law would require every covered facility to post within each unit, patient room, and waiting area a notice explaining the patient limits and how to report violations. Each day of a facility's non-compliance with the posting requirement would be punishable by a civil penalty between \$250 and \$2,500.

The proposed law's requirements would be suspended during a state or nationally declared public health emergency.

The proposed law states that, if any of its parts were declared invalid, the other parts would stay in effect. The proposed law would take effect on January 1, 2019.

A **YES VOTE** would limit the number of patients that could be assigned to one registered nurse in hospitals and certain other health care facilities.

A **NO VOTE** would make no change in current laws relative to patient-to-nurse limits

Yes	792
No	2,466
Blanks	114

QUESTION 2: LAW PROPOSED BY INITIATIVE PETITION

Do you approve of a law summarized below, on which no vote was taken by the Senate or the House of Representatives on or before May 2, 2018?

SUMMARY:

This proposed law would create a citizens commission to consider and recommend potential amendments to the United States Constitution to establish that corporations do not have the same Constitutional rights as human beings and that campaign contributions and expenditures may be regulated.

Any resident of Massachusetts who is a United States citizen would be able to apply for appointment to the 15-member commission, and members would serve without compensation. The Governor, the Secretary of the Commonwealth, the state Attorney General, the Speaker of the state House of Representatives, and the President of the state Senate would each appoint three members of the commission and, in making these appointments, would seek to ensure that the commission reflects a range of geographic, political, and demographic backgrounds.

The commission would be required to research and take testimony, and then issue a report regarding (1) the impact of political spending in Massachusetts; (2) any limitations on the state's ability to regulate corporations and other entities in light of Supreme Court decisions that allow corporations to assert certain constitutional rights; (3) recommendations for constitutional amendments; (4) an analysis of constitutional amendments introduced to Congress; and (5) recommendations for advancing proposed amendments to the United States Constitution.

TOWN MEETING AND ELECTION RESULTS

The commission would be subject to the state Open Meeting Law and Public Records Law. The commission's first report would be due December 31, 2019, and the Secretary of the Commonwealth would be required to deliver the commission's report to the state Legislature, the United States Congress, and the President of the United States.

The proposed law states that, if any of its parts were declared invalid, the other parts would stay in effect. The proposed law would take effect on January 1, 2019.

A **YES VOTE** would create a citizens commission to advance an amendment to the United States Constitution to limit the influence of money in elections and establish that corporations do not have the same rights as human beings.

A **NO VOTE** would not create this commission.

Yes	2,500
No	752
Blanks	120

QUESTION 3: REFERENDUM ON AN EXISTING LAW

Do you approve of a law summarized below, which was approved by the House of Representatives and the Senate on July 7, 2016?

SUMMARY:

This law adds gender identity to the list of prohibited grounds for discrimination in places of public accommodation, resort, or amusement. Such grounds also include race, color, religious creed, national origin, sex, disability, and ancestry. A "place of public accommodation, resort or amusement" is defined in existing law as any place that is open to and accepts or solicits the patronage of the general public, such as hotels, stores, restaurants, theaters, sports facilities, and hospitals. "Gender identity" is defined as a person's sincerely held gender-related identity, appearance, or behavior, whether or not it is different from that traditionally associated with the person's physiology or assigned sex at birth.

This law prohibits discrimination based on gender identity in a person's admission to or treatment in any place of public accommodation. The law requires any such place that has separate areas for males and females (such as restrooms) to allow access to and full use of those areas consistent with a person's gender identity.

The law also prohibits the owner or manager of a place of public accommodation from using advertising or signage that discriminates on the basis of gender identity.

This law directs the state Commission Against Discrimination to adopt rules or policies and make recommendations to carry out this law. The law also directs the state Attorney General to issue regulations or guidance on referring for legal action any person who asserts gender identity for an improper purpose.

TOWN MEETING AND ELECTION RESULTS

The provisions of this law governing access to places of public accommodation are effective as of October 1, 2016. The remaining provisions are effective as of July 8, 2016.

A **YES VOTE** would keep in place the current law, which prohibits discrimination on the basis of gender identity in places of public accommodation.

A **NO VOTE** would repeal this provision of the public accommodation law.

Yes	2,482
No	786
Blanks	104

The polls were closed at 8:00 p.m. by Warden Dennis Bradley.

Two hundred and six (206) absentee ballots were cast. Eight hundred and thirty two (832) early ballots were cast.

Election Officials were:

Dennis Bradley	Abbe Alpert
Meg Bagdonas	Audrey Ball
Cary Browse	Sydney Blackwell
Debbie Kaegebein	Barbara Kemp
Joe Schmidt	Becky Gordon
Marc Sevigny	Jim DeZutter
Carol Lee Tonge	Mary Jarvis
Janet Wilhelm	Nancy Cronin
Peter Warren	Robert Hughes
Steven Cronin	Fran Maiore
Sue Reedich	Lisa Dagdigian
Steve Nigzus	Brianna Kenney

Respectfully submitted,

Marlene Kenney
Town Clerk

TOWN RECORDS

OFFICE OF THE TOWN CLERK

2018 was an extremely busy year in the Town Clerk's office. The Town Clerk and Assistant Town Clerk prepared for an Annual and Special Town Caucus, an Annual Town Meeting, Special Town Meeting, four elections and even a rare election recount during 2018.



Police Chief Ed Denmark and Town Clerk Marlene Kenney at the Annual Town Meeting.

On May 5, Harvard had one of its largest Annual Town Meetings in its history with 1,071 residents in attendance. The meeting was held in the Bromfield School Gymnasium and broadcast live to an overflow crowd in the Cronin Auditorium. Among the 44 articles presented, voters approved funds to construct a new Hildreth Elementary School, accepted a Local Option Marijuana Excise Tax and approved a Home Rule petition for a means-tested senior citizen property tax exemption.

On October 22, a Special Town Meeting was held in the Town Hall Meeting Room. In contrast to the record setting attendance at the May Town Meeting, 167 Harvard residents were in attendance. They approved a supplemental appropriation for ADA compliance issues at the Hapgood Library and considered six other articles.

The Town Caucus took place on March 24 in the Town Hall Meeting Room to nominate candidates for office at the Annual Town Election. On May 7, the Annual Town Election was held to elect members to Town Boards and Committees. Voters also approved a ballot question to fund the construction of the new Hildreth Elementary School. The Town Election also accepted Harvard's first Town Charter, which will change the look of Town Elections going forward by decreasing the number of elected town boards from twelve to five. The Charter also introduced the Town's first Town Meeting quorum with a required minimum attendance of 50 registered voters.



Select Board Chair Lucy Wallace, School Committee member Mary Traphagen and resident JC Ferguson interested in serving as the towns Tree Warden.

On September 4 the State Primary Election was held in the Bromfield School Cafeteria. Students enjoyed their lunches while voters navigated a condensed voting area. Harvard voters approved partisan candidates to appear on the State Election ballot in November. A hotly contested race for Representative in Congress in the Third District was deemed too close to call state-wide, so a recount was ordered to be held. The recount took place on September 14 in the Town Hall Meeting

TOWN RECORDS

Room attended by Town Counsel, candidate's attorneys and staff members and conducted by the Board of Registrars and staffed by the Town's dedicated and diligent Election Officials.

Due to the resignation of Select Board member Ken Swanton, a Special Town Caucus was held on September 17 to nominate candidates to fill the vacant Select Board Seat.



Residents Rich Maiore and Noyan Kinayman sign nomination certificates at the Special Town Caucus.

Early Voting was offered in advance of the November 6 Special Town and State Election. It proved very popular with Town voters who cast a combined 1,500 ballots in the Town Clerk's office.

And finally on November 6, the dual State and Special Town Elections were held in the Bromfield School Gymnasium. Nearly 75% of registered voters cast ballots. Long lines greeted voters for most of the day and Election Officials worked tirelessly long into the night to tally all of the votes.

The Town Clerk wishes to express her sincerest thanks to the Town's Election Officials who volunteer their time and efforts to ensure that Town Meeting, Caucus, Recounts and Elections in Harvard are staffed by a group of steadfast and untiring workers. Their dedication is a source of inspiration.

Continuing Education

The Town Clerk attended her first of three years of study in the New England Municipal Clerk's Institute and Academy, as well as attending conferences held by the Massachusetts Town Clerks' Association, and the City and Town Clerks' Association of Worcester County to continue preparation for certification as a Certified Municipal Clerk.

The Assistant Town Clerk began a course of Mentoring Workshops held by the Massachusetts Town Clerks' Association to further her education in such topics as Elections, Census and other important duties of the office.

Board of Registrars

In 2018 the members of the Board of Registrars were Marilyn Morgan, Nancy Reifenstein, Barbara Weiss and Marlene Kenney. Temporary Registrar was Nelson M. Northern.

Three hundred and eighty-eight new voter registrations were processed during 2018. The Board certified 1,951 signatures on nomination papers, petitions, and absentee ballot applications this year.

There are currently 222 inactive voters (those who have not responded to the annual street listing) on the voters' list. The total number of active voters in Harvard on December 31, 2018 was as follows:

Democrat	1,122
Republican	460
Libertarian	16
Political Designations	42
Unenrolled	<u>2,584</u>

TOTAL active registered voters: 4,224

TOWN RECORDS

Population

The Harvard population on December 31, 2018 was 5,964. This number includes 325 Devens residents.

Vital Records in 2018

Births: 31

Marriages: 17

Deaths: 23

Dog Licenses issued for 2018

This office issued 995 dog licenses during 2018.

Report of Revenues for 2018

The following is a list of monies received by the Town Clerk for certain licenses and fees and the sale of copies of public documents during 2018:

Birth, marriage and death certificates	\$3,321.00
Marriage Intentions	435.00
Dog licenses	14,481.00
Zoning Bylaws	12.00
Business (d/b/a) certificates	2,170.00
Street Lists	360.00
Raffle Permits	40.00
Notary fees	257.00
Pole Permits	140.00
Miscellaneous	<u>210.38</u>

TOTAL COLLECTED **\$12, 426.38**

The Office of the Town Clerk wishes to recognize our many volunteers, partners, election workers, committee members, and town department staff members for their vital cooperation and assistance in 2018. Special thanks goes to our hardworking and invaluable Assistant Town Clerk, Catherine Bowen. It's been our privilege to serve the people of Harvard during 2018, and we look forward to an exciting, busy and productive 2019.

Respectfully submitted,

Marlene Kenney
Town Clerk



Election officials helping with the recount
and at the Annual Town Meeting.



INSPECTIONAL SERVICES

BUILDING INSPECTIONS

2018 was an active year for the building department with 214 permits being issued. This is about the average amount issued every year. New housing starts were down. Most new homes built in town are large, up scaled custom homes. There have been very few speculation homes built over the past few years. With the implementation of the new energy codes the homes being built today are achieving high energy ratings.

Over the last few months the department has become involved with the final design development and scheduling for the new Hildreth Elementary School building. Over the next few years this project will occupy a considerable amount of the department's time.

Zoning issues were minimal this past year and investigated as needed.

The building inspector can be reached for questions and scheduling of inspections by phone on Monday thru Thursdays between 6PM and 7PM at 978-772-4991.

If you need to schedule a plumbing/gas or electrical inspection please contact the inspector directly during their scheduled call-in times. Please do not contact the building inspector to schedule these inspections.

The building inspector's office hours are Monday mornings in the town hall from 8:30am to 11:00am. For large scale projects private appointments may be scheduled.

Respectfully submitted:
Gabriel J. Vellante, Jr.
Building Commissioner/Zoning Enforcement Officer



PLUMBING AND GAS INSPECTIONS

Gas: 91 in 2018 from 97 in 2017
Plumbing: 102 in 2018 from 113 in 2017

Respectfully submitted:
James Bakun
Gas/Plumbing Inspector

ELECTRICAL INSPECTIONS

New houses/townhouses	24	Security System	5
Addition/Remodel	71	Commercial	30
Pools	2	Repairs/Miscellaneous	96
Solar	13		

Total Electrical Permits for 2018: 241

Respectfully submitted,
David Woodsum, Wiring Inspector

DEPARTMENT OF FINANCE

Respectfully Submitted by Lori J. Bolasevich, Finance Director – hire date 1/2/2019

TOWN OF HARVARD			
FY18 GENERAL FUND REVENUE	FY18	FY18	
	Estimated	Actual	Diff
PROPERTY TAXES			
Real Estate Taxes	20,617,125.99	20,500,768.05	(116,357.94)
Personal Property Tax	252,962.65	248,999.87	(3,962.78)
TOTAL - PROPERTY TAXES	20,870,088.64	20,749,767.92	(120,320.72)
LOCAL RECEIPTS			
Motor Vehicle Excise	850,000.00	938,733.48	88,733.48
Local Option Meals Tax	15,000.00	24,980.64	9,980.64
Penalties & Interest on Taxes	110,000.00	146,971.78	36,971.78
Payments In Lieu of Taxes	-	18,317.00	18,317.00
Charges for Services - Water	41,000.00	50,935.44	9,935.44
Charges for Services - Transfer Station	250,000.00	237,240.64	(12,759.36)
Rentals	625.00	180.00	(445.00)
Departmental Revenue - Library	8,500.00	8,915.69	415.69
Departmental Revenue - Cemetery	7,500.00	18,585.00	11,085.00
Other Department Revenue	65,000.00	86,644.29	21,644.29
Licenses & Permits	140,000.00	158,749.29	18,749.29
Fines & Forfeits	40,000.00	47,794.22	7,794.22
Investment Income	20,000.00	42,377.75	22,377.75
Miscellaneous Recurring	2,500.00	38,537.00	36,037.00
Miscellaneous Non-Recurring	3,100.00	11,152.19	8,052.19
TOTAL - LOCAL RECEIPTS	1,553,225.00	1,830,114.41	276,889.41
STATE AID			
School Aid Chapter 70	1,926,361.00	1,935,301.00	8,940.00
Charter School	17,423.00	17,265.00	(158.00)
Unrestricted General Gov't Aid	1,479,443.00	1,479,443.00	-
Veterans Benefits	7,982.00	13,394.00	5,412.00
Exempt - Vet, Blind, Surv Spouse, Elder	7,469.00	1,506.00	(5,963.00)
State Owned Land	3,391.00	3,391.00	-
TOTAL - STATE AID	3,442,069.00	3,450,300.00	8,231.00
TRANSFERS			
TRANSFERS IN-AMB RCPT RESERVED	296,500.00	296,500.00	-
TRANSFER IN-LIBRARY TRUST	5,000.00	5,000.00	-
TRANSFER IN-CABLE RCPT RESERVE	71,458.00	71,458.00	-
TRANSFER IN-WETLAND PROTECTION	12,223.00	12,223.00	-
TRANSFER IN-STABILIZATION TRUST	445,435.89	445,435.89	-
TRANSFER IN-CPA DEBT SERVICE	50,838.00	50,838.00	-
TRANSFER IN- TITLE V DEBT SERV	11,529.00	11,529.00	-
TRANSFER IN-SEWER ENTERPRISE	91,657.00	91,657.00	-
TOTAL - TRANSFERS IN	984,640.89	984,640.89	-
TOTAL FY18 GENERAL FUND REVENUE	26,850,023.53	27,014,823.22	164,799.69
			164,799.69

DEPARTMENT OF FINANCE

TOWN OF HARVARD				
FY18 GENERAL FUND EXPENDITURES	FY18			
	ORIGINAL	FY18		FY18
	BUDGET	BUDGET	FY18	BUDGET
	APPROP	ADJUST	EXPENDED	UNEXPENDED
General Government	1,816,661.84	41,834.16	(1,600,742.01)	257,753.99
Public Safety	2,024,746.47	109,778.00	(1,855,245.33)	279,279.14
Education	13,931,332.43	100,000.00	(13,002,379.23)	1,028,953.20
Education - Monty Tech	112,487.00	-	(112,452.91)	34.09
Public Works	1,512,911.56	221,964.48	(1,577,500.48)	157,375.56
Human Services	221,186.10	14,210.00	(228,842.61)	6,553.49
Culture & Recreation	734,428.45	-	(718,506.17)	15,922.28
Debt Service	1,354,264.36	230,069.00	(1,495,514.62)	88,818.74
Employee Benefits & Insurance	4,236,439.21	-	(3,712,553.35)	523,885.86
State Assessment Charges	913,688.00	-	(903,516.00)	10,172.00
Transfers to Stabilization Funds	1,372,858.00		(1,372,858.00)	-
Transfer to Conservation Fund	20,000.00		(20,000.00)	-
Reserve Fund	350,000.00	(262,984.73)		87,015.27
FY18 GENERAL FUND TOTALS	28,601,003.42	454,870.91	(26,600,110.71)	2,455,763.62
Article Balances Carried Forward				(432,546.18)
FY18 Encumbered Funds				(1,126,854.93)
FY18 GENERAL FUND UNEXPENDED				896,362.51

DEPARTMENT OF FINANCE

TOWN OF HARVARD						
Statement of Revenues, Expenditures and Changes in Fund Balance						
RECEIPTS RESERVED FOR APPROP - YEAR ENDED JUNE 30, 2018						
ACCT#	ACCOUNT NAME	7/1/2017 BALANCE	FY18 TRANSFERS	FY18 REVENUE	FY18 EXPENSE	6/30/2018 BALANCE
FUND 260 - RECEIPTS RESERVED FOR APPROPRIATION						-
26008	Cemetery Sale of Lots	149,892.50		11,050.00		160,942.50
26011	Ambulance Receipts Reserved	346,711.54	(296,500.00)	47,371.97		97,583.51
26012	HCTV Receipts Reserved	93,823.13	(68,868.48)	82,246.03		107,200.68
26275	Transport Network MA (TNC) Receipts Reserved			207.10		207.10
35980	FB Reserved Debt Premium-Bond 25 yrs	54,267.58				54,267.58
35990	FB Reserved Debt Premium-BAN 6/22/17	1,751.00				1,751.00
	260 FUND TOTAL	646,445.75	(365,368.48)	140,875.10	-	421,952.37
						421,952.37

TOWN OF HARVARD						
Statement of Revenues, Expenditures and Changes in Fund Balance						
FEDERAL GRANTS - YEAR ENDED JUNE 30, 2018						
ACCT#	ACCOUNT NAME	7/1/2017 BALANCE	FY18 TRANSFERS	FY18 REVENUE	FY18 EXPENSE	6/30/2018 BALANCE
FUND 240 - SCHOOL FEDERAL GRANTS						-
24004	SPED			249,651.00	(248,716.46)	934.54
24006	Early Childhood 262			4,726.00	(4,726.00)	-
24008	Current Framework	3,404.10			(3,404.10)	-
24015	Educator Quality			20,815.00	(35,399.13)	(14,584.13)
24019	Pre-School IDEA	0.48				0.48
24101718	Title I			127,072.00	(118,072.00)	9,000.00
24309178	Title IV Part A			442.00	(4,887.33)	(4,445.33)
	240 FUND TOTAL	3,404.58	-	402,706.00	(415,205.02)	(9,094.44)
FUND 280 - TOWN FEDERAL GRANTS						
28004	Rural Fire Assistance	37.28				37.28
	280 FUND TOTAL	37.28	-	-	-	37.28

DEPARTMENT OF FINANCE

TOWN OF HARVARD						
Statement of Revenues, Expenditures and Changes in Fund Balance						
STATE GRANTS - YEAR ENDED JUNE 30, 2018						
		7/1/2017	FY18	FY18	FY18	6/30/2018
ACCT#	ACCOUNT NAME	BALANCE	TRANSFERS	REVENUE	EXPENSE	BALANCE
FUND 270 - STATE GRANTS						-
27002	Extended Polling Hours	742.76			(384.00)	358.76
27005	Library State Aid	21,768.76		8,219.31	(19,545.53)	10,442.54
27007	Cultural Council	4,849.89		4,510.29	(5,750.00)	3,610.18
27008	Historical Commision	5,000.00				5,000.00
27009	COA Formula Grant	209.12		10,596.88	(9,384.35)	1,421.65
27010	Fire Senior S.A.F.E. Grant	2,761.94		2,415.00	(3,826.29)	1,350.65
27011	Fire S.A.F.E. Student Awareness Grant	5,873.26		3,708.00	(3,829.65)	5,751.61
27012	RDP Recycling Grant	23,247.90				23,247.90
27016	Police Bullet Proof Vests	828.36				828.36
27017	Fire Safety Equipment Grant	(4,878.85)				(4,878.85)
27018	Police Law Enforcement Equip	5,018.32				5,018.32
27020	Trail Grant Park & Rec	558.65				558.65
27023	Bare Hill Pond Project Grant	52,076.62				52,076.62
27024	Local Preparedness Grant	(2,392.97)		4,920.00		2,527.03
27025	Pedestrian Bike Path Grant	3,513.75				3,513.75
27026	Region 2 Emergency Preparedness	4,083.26			(4,042.87)	40.39
27028	Green Community	8,131.99			(380.00)	7,751.99
27043018	Sustainable Mat Recovery (RDP)			2,800.00	(2,800.00)	-
27175	Streets Prioritization			30,075.23	(30,075.23)	-
27213	Grant	0.55				0.55
27282018	Green Community			62,493.00		62,493.00
27444	MA Clean Energy Center			3,000.00	(1,230.24)	1,769.76
	270 FUND TOTAL	131,393.31	-	132,737.71	(81,248.16)	182,882.86
						182,882.86

DEPARTMENT OF FINANCE

TOWN OF HARVARD							
Statement of Revenues, Expenditures and Changes in Fund Balance							
COMMUNITY PRESERVATION FUND - YEAR ENDED JUNE 30, 2018							
			FY18	FY18			
		7/1/2017	TRANSFERS	TRANSFERS	FY18	FY18	6/30/2018
ACCT#	ACCOUNT NAME	BALANCE	IN	OUT	REVENUE	EXPENSE	BALANCE
29000-35900	CPA Undesignated Fund Balance	64,922.57	25,008.79	(271,597.12)	265,106.56	(875.00)	82,565.80
29000-35910	CPA Reserve for Expenditures/Proj	83,702.64	174,752.00	(47,180.46)		(122,502.00)	88,772.18
29000-35920	CPA Reserve for Open Space & Rec	-	33,172.00	(33,172.00)			-
29000-35930	CPA Reserve for Historic Resource	41,089.21		(41,089.21)			-
29000-35950	CPA Reserve for Comm Housing	26,100.00	20,268.00				46,368.00
	"290" CPA FUND BALANCES - TOTALS	215,814.42	253,200.79	(393,038.79)	265,106.56	(123,377.00)	217,705.98
29014-52041	ATM FY17 A#41 INVASIVE PLANT M	26,100.00	-			(7,327.82)	18,772.18
29014-52042	ATM FY17 A#42 HISTORIC DOCUMEN	320.00		(320.00)		-	-
29014-53033	ATM FY18 A#33 HISTORIC DOCUMEN	-	24,752.00			(24,752.00)	-
29014-53038	ATM FY18 A#38 BRMF STONWL RENO	-	80,000.00			(80,000.00)	-
29014-56333	STM 110617 A:6 OLDLIB ACCESSIB	-	50,000.00			-	50,000.00
29014-57710	STM 110617 A:5 WAR MEMORIAL	-	20,000.00			-	20,000.00
29014-59029	FY16 ATM #29 CONCOM INV PLANT	10,422.18	-			(10,422.18)	-
29014-59030	FY16 ATM #30 HARVARD PK TRAIL	33,171.67		(33,171.67)		-	-
29014-59033	ATM FY15 A#33 HIL HOUSE WINDOW	13,688.79		(13,688.79)		-	-
	"290" CPA FUND BAL RES FOR EXPENDITURES/PROJ - TOTALS	83,702.64	174,752.00	(47,180.46)	-	(122,502.00)	88,772.18
							88,772.18

DEPARTMENT OF FINANCE

TOWN OF HARVARD						
Statement of Revenues, Expenditures and Changes in Fund Balance						
SPECIAL REVENUE FUNDS - YEAR ENDED JUNE 30, 2018						
ACCT#	ACCOUNT NAME	7/1/2017 BALANCE	FY18 TRANSFERS	FY18 REVENUE	FY18 EXPENSE	6/30/2018 BALANCE
FUND 215 - COMMUNITY EDUCATION						
21500	Community Education	110,733.29		215,318.00	(210,180.21)	115,871.08
21503	Bridges Summer	-		37,432.00	(756.92)	36,675.08
21504	Adult Education	-		859.75	(36.00)	823.75
21505	Spectrum	-		110,957.00	(75,369.34)	35,587.66
21506	Global Child	-		135.00		135.00
21507	Cross Links	-		14,948.95	(9,526.08)	5,422.87
21550	Non Certified Wages	-			(57,600.63)	(57,600.63)
	215 FUND TOTAL	110,733.29		379,650.70	(353,469.18)	136,914.81
						-
FUND 216 - OTHER SCHOOL REVOLVING - DEVENS						
21600	Other School Revolving	705,602.84				705,602.84
21605	Athletic Salary Expense				(45,024.20)	(45,024.20)
21610	Salary			1,591,897.00	(500,000.00)	1,091,897.00
21630	Revenue			21,957.00		21,957.00
21630058	SCIENCE LAB-BEGIN FY2018 \$240K				(233,209.74)	(233,209.74)
21630058	BRMF MS BATHROOM \$40K				(33,475.76)	(33,475.76)
21630058	RETAINAGE SCIENCE LAB-PRIOR YR				(24,162.18)	(24,162.18)
21640	Devens Transportation			60,841.00	(63,000.00)	(2,159.00)
21650	Devens Professional Service			256,405.00	(158,061.80)	98,343.20
21660	Salary				(400,000.00)	(400,000.00)
21695	School Tech Expense				(304,163.00)	(304,163.00)
	216 FUND TOTAL	705,602.84	-	1,931,100.00	(1,761,096.68)	875,606.16
						-
FUND 220 - SCHOOL LUNCH REVOLVING						
22000	School Lunch Revolving	44,696.73		641,465.66	(654,313.76)	31,848.63
	220 FUND TOTAL	44,696.73	-	641,465.66	(654,313.76)	31,848.63
						-
FUND 235 - SCHOOL REVOLVING FUNDS						
23501	Athletic Revolving	-		180,942.00	(165,886.08)	15,055.92
23503	School Rental Revolving	15,118.58		26,444.75	(29,276.15)	12,287.18
23505	Pre-School Revolving	24,701.64		50,620.00	(45,000.00)	30,321.64
23506	School Bus Revolving	10,999.20		53,754.50	(55,000.00)	9,753.70
23507	School Restitution/Lost Books Revolv	1,296.08		268.74	-	1,564.82
23508	HES Gift	8,384.02		26,987.07	(22,593.29)	12,777.80
23509	Bromfield Gift	8,069.58		35,982.76	(31,622.88)	12,429.46
23510	Shaw Gift	130,872.85		40,247.66	(8,391.52)	162,728.99
23511	Patterson Foundation	20.60				20.60
23513	Full Day Kindergarten Revolving	69,423.79		187,877.00	(170,092.56)	87,208.23
	235 FUND TOTAL	268,886.34	-	603,124.48	(527,862.48)	344,148.34

DEPARTMENT OF FINANCE

TOWN OF HARVARD						
Statement of Revenues, Expenditures and Changes in Fund Balance						
SPECIAL REVENUE FUNDS - YEAR ENDED JUNE 30, 2018						
		7/1/2017	FY18	FY18	FY18	6/30/2018
ACCT#	ACCOUNT NAME	BALANCE	TRANSFERS	REVENUE	EXPENSE	BALANCE
FUND 255 - SCHOOL FUNDS - STATE REIMB						
25501	School Choice	242,900.00		297,694.00	(310,000.00)	230,594.00
25502	Circuit Breaker	348,228.09		384,873.00	(385,000.00)	348,101.09
	255 FUND TOTAL	591,128.09	-	682,567.00	(695,000.00)	578,695.09
						-
FUNDS: 262, 264, 265 & 266 SPECIAL REVENUE FUNDS						
26225	Cable TV School Grant			5,000.00	(4,999.98)	0.02
26242	Old Library Access Improvement			5,511.00	(3,006.00)	2,505.00
26249	Old Library Rental			4,950.00	(5,808.58)	(858.58)
26401	Park & Recreation Revolving Fund	5,443.25		68,339.32	(68,906.51)	4,876.06
26509	Wetlands Protection	16,374.88			(99.61)	16,275.27
26510	COA Revolving Fund	8,215.99		2,947.00	(2,694.14)	8,468.85
26511	Law Enforcement Trust Fund	1,444.80				1,444.80
26514	Insurance Recovery Fund	17,102.07		8,279.47	(9,232.25)	16,149.29
26517	4th of July Revolving Fund	5,851.23		26,540.00	(15,085.33)	17,305.90
26518	Ambulance Revolving Fund	8,854.66		159,817.54	(108,784.71)	59,887.49
26520	Burning Permits	15,326.23		5,600.00	(851.44)	20,074.79
26530	Application Review Revolving Fund	170.48		75.00	(150.00)	95.48
26607	Cultural Council Gift	-		100.00		100.00
26610	DARE Gift	2,821.75		473.50		3,295.25
26611	Harvard Village Gift	153.62				153.62
26612	Bare Hill Pond Gift	225.30				225.30
26614	John Gray Transfer Station	1,104.50				1,104.50
26615	Police Gift Account	6,169.31		614.00		6,783.31
26616	Library Gift Account	5,174.66		243.00		5,417.66
26618	COA Gift Account	42,267.62		27,875.58	(7,064.45)	63,078.75
26619	Skateboard Park Gift Account	1,500.00				1,500.00
26620	Ambulance Gift Account	24,297.80		7,604.00	(1,354.72)	30,547.08
26621	Highway Athletic Gift Account	124.00				124.00
26623	Care of Commons Gift Account	1,540.35				1,540.35
26625	Cable Peg Access Gift Account	2,106.84		5,759.80	(10.65)	7,855.99
26626	Historical Commission Gift Account	1,011.00				1,011.00
26627	Fire Dept Gift Account	13,119.91		275.00	(232.22)	13,162.69
26632	Town Hall Restoration Gift Account	81.00				81.00
26633	Harvard Tree Gift Account	5,116.01		680.00	(670.50)	5,125.51
26639	Christmas Tree Gift Account	-		5,250.00	(4,600.57)	649.43
26651	War Memorial Restoration Gift Acct	270.00		3,762.00		4,032.00
26692	Cemetery Gift Account	-		170.00	(154.44)	15.56
	TOTAL FUNDS	185,867.26	-	339,866.21	(233,706.10)	292,027.37
						-
FUND 295 - BOH TITLE V SEPTIC BETTERMENT FUND						
29500	BOH - Title V Septic Betterments	77,020.81		66,990.24	(50,429.00)	93,582.05
	255 FUND TOTAL	77,020.81	-	66,990.24	(50,429.00)	93,582.05

DEPARTMENT OF FINANCE

TOWN OF HARVARD						
Statement of Revenues, Expenditures and Changes in Fund Balance						
CAPITAL PROJECTS FUND - YEAR ENDED JUNE 30, 2018						
		7/1/2017	FY18	FY18	FY18	6/30/2018
ACCT#	ACCOUNT NAME	BALANCE	TRANSFERS	REVENUE	EXPENSE	BALANCE
30200	Recreation Land	12,364.96				12,364.96
30300	Littleton County Road	518.73				518.73
30900	Elementary School	849.82				849.82
33000	Highway Chapter 90	-		133,178.75	(138,578.75)	(5,400.00)
39120	Hildreth Renovations	82,841.56			(23,469.77)	59,371.79
39140	Fire Tanker Truck	349,918.91			(60.00)	349,858.91
39150	Water System	203,882.79	(188,000.00)			15,882.79
39180	Sewer Construction	51,469.54			(5,237.18)	46,232.36
39191	Sewer Construction Engineering	27,876.94			(27,876.94)	-
39192	Pond Road Parking	1,258.85				1,258.85
39194	HES Feasibility Study	160,811.95		186,647.00	(302,272.90)	45,186.05
39196	Heavy Duty Dump Truck	-	182,000.00		(182,000.00)	-
39197	Bromfield Science Lab	-	175,000.00		(175,000.00)	-
39200	Town Hall Renovation	258,676.42			(9,498.90)	249,177.52
	CAPITAL PROJECTS FUND TOTAL	1,150,470.47	169,000.00	319,825.75	(863,994.44)	775,301.78
						775,301.78

TOWN OF HARVARD						
Statement of Revenues, Expenditures and Changes in Fund Balance						
SEWER ENTERPRISE FUND - YEAR ENDED JUNE 30, 2018						
		7/1/2017	FY18	FY18	FY18	6/30/2018
ACCT#	ACCOUNT NAME	BALANCE	TRANSFERS	REVENUE	EXPENSE	BALANCE
65100-32110	Sewer Reserve for Encumbrance	6,168.60	3,876.98		(10,045.58)	-
65100-35900	Sewer Undesignated Fund Balance	26,271.40	(3,877.38)	46,213.42	(28,532.59)	40,074.85
65100-32700	Betterments Reserve for Debt	397,590.99	(91,657.00)	103,803.97		409,737.96
	SEWER ENTERPRISE FUND BALANCES	430,030.99	(91,657.40)	150,017.39	(38,578.17)	449,812.81
						-
65100-41900	Betterments Revenue			103,803.97		103,803.97
65100-42100	Sewer User Fees Revenue			43,452.17		43,452.17
65100-48400	Interest Income			2,761.25		2,761.25
65100-52700	Sewer Utilities Expense				(306.69)	(306.69)
65100-52900	Sewer Transfer to GF for Debt Expense		(91,657.00)			(91,657.00)
65100-53800	Sewer Purchased Services Expense				(28,225.90)	(28,225.90)
65941-53888	Litigations in Progress - Encumb	2,868.60			(10,045.58)	(7,176.98)
	SEWER ENTERPRISE FUND TOTAL	2,868.60	(91,657.00)	150,017.39	(38,578.17)	22,650.82
						22,650.82

DEPARTMENT OF FINANCE

TOWN OF HARVARD						
Statement of Revenues, Expenditures and Changes in Fund Balance						
NON-EXPENDABLE TRUST FUNDS - YEAR ENDED JUNE 30, 2018						
		7/1/2017	FY18	FY18	FY18	6/30/2018
ACCT#	ACCOUNT NAME	BALANCE	TRANSFERS	REVENUE	EXPENSE	BALANCE
810-000-000-36000	CEMTERY PERPETUAL CARE	185,109.89		3,400.00	-	188,509.89
810-000-000-36001	CHARLES WHITNEY	5,000.00		-	-	5,000.00
810-000-000-36002	JOHN MAYNARD	3,568.40		-	-	3,568.40
810-000-000-36003	SIBLEY CEMETERY FUND	5,987.71		-	-	5,987.71
810-000-000-36004	BELLEVUE CEMETERY	9,356.49		-	-	9,356.49
810-000-000-36005	SHAKER & SEARS CEMETERY	892.25		-	-	892.25
810-000-000-36015	RINGBOOK FUND	4,000.00		-	-	4,000.00
810-000-000-36016	GEORGE CLARK	1,000.00		-	-	1,000.00
810-000-000-36017	WALTER WHITNEY	10,000.00		-	-	10,000.00
810-000-000-36018	HAPGOOD LIBRARY	43,467.76		-	-	43,467.76
810-000-000-36019	LAWRENCE LIBRARY	4,000.00		-	-	4,000.00
810-000-000-36020	MARY BLOOD LIBRARY	5,905.90		-	-	5,905.90
810-000-000-36021	FAIRBANK LIBRARY	3,155.50		-	-	3,155.50
810-000-000-36030	GINNY THURSTON SCHOLARSHIP	16,575.00		-	-	16,575.00
810-000-000-36031	HARVARD'S 300TH ANNIVERSA	4,877.57		-	-	4,877.57
810-000-000-36032	WARNER LECTURE	10,000.00	26,054.85	-	-	36,054.85
810-000-000-36033	MAYNARD CLOCK	500.00		-	-	500.00
810-000-000-36034	GEORGIA WHITNEY POOR	10,000.00		-	-	10,000.00
810-000-000-36035	WARREN K HARROD	1,500.00		-	-	1,500.00
810-000-000-36036	SALVAGE FUND	728.00		-	-	728.00
810-000-000-36037	HILDRETH CLOCK	500.00		-	-	500.00
810-000-000-36038	HILDRETH COMMON	1,000.00		-	-	1,000.00
810-000-000-36039	TUTTLE MEMORIAL	5,000.00		-	-	5,000.00
810-000-000-36042	THOMAS FORD DISTRICT NURSE FND	26,054.85	(26,054.85)	-		-
	TOTAL NON-EXPENDABLE TRUST FUNDS	358,179.32	-	3,400.00	-	361,579.32
						361,579.32

DEPARTMENT OF FINANCE

TOWN OF HARVARD						
Statement of Revenues, Expenditures and Changes in Fund Balance						
EXPENDABLE TRUST FUNDS - YEAR ENDED JUNE 30, 2018						
ACCT#	ACCOUNT NAME	7/1/2017 BALANCE	FY18 TRANSFERS	FY18 REVENUE	FY18 EXPENSE	6/30/2018 BALANCE
"820" EXPENDABLE TRUST FUNDS						
820 -000-000-36000	CEMETERY PERPETUAL CARE	52,364.04		4,653.55	(174.88)	56,842.71
820 -000-000-36001	CHARLES WHITNEY CEMETERY	13,691.27		364.96	-	14,056.23
820 -000-000-36002	JOHN MAYNARD CEMETERY	35,082.56		754.71	-	35,837.27
820 -000-000-36003	SIBLEY CEMETERY	17,998.86		468.38	-	18,467.24
820 -000-000-36004	BELLEVUE CEMETERY	25,169.20		668.62	(2,875.00)	22,962.82
820 -000-000-36005	SHAKER & SEARS CEMETERY	3,058.27		77.16	-	3,135.43
820 -000-000-36015	RINGBOOK FUND	2,536.11		127.61	-	2,663.72
820 -000-000-36016	GEORGE CLARK LIBRARY	253.63		24.37	-	278.00
820 -000-000-36017	WALTER WHITNEY LIBRARY	10,572.60		6,399.50	(9,000.00)	7,972.10
820 -000-000-36018	HAPGOOD LIBRARY	10,878.58		1,056.35	-	11,934.93
820 -000-000-36019	LAWRENCE LIBRARY	8,243.21		4,237.69	(6,000.00)	6,480.90
820 -000-000-36020	MARY BLOOD LIBRARY	1,483.90		143.58	-	1,627.48
820 -000-000-36021	ANDREW FAIRBANK LIBRARY	474.61		70.54	-	545.15
820 -000-000-36030	GINNY THURSTON SCHOLARSHIP	2,216.85		10,382.36	(250.00)	12,349.21
820 -000-000-36031	HARVARD 300TH ANNIVERSARY	10,939.34		308.85	-	11,248.19
820 -000-000-36032	WARNER LECTURE	17,481.04		38,792.96	(27,813.86)	28,460.14
820 -000-000-36033	MAYNARD CLOCK	109.43		11.90	-	121.33
820 -000-000-36034	GEORGIA WHITNEY POOR	14,855.75		485.34	-	15,341.09
820 -000-000-36035	WARREN K HARROD	1,144.26		51.65	-	1,195.91
820 -000-000-36036	SALVAGE FUND	1,758.34		48.55	-	1,806.89
820 -000-000-36037	HILDRETH CLOCK	59.91		10.93	-	70.84
820 -000-000-36038	HILDRETH COMMON	5,464.91		126.23	-	5,591.14
820 -000-000-36039	TUTTLE MEMORIAL	9,107.45		275.48	-	9,382.93
820 -000-000-36040	WILL POST MEMORIAL	7,842.73		152.65	(300.00)	7,695.38
820 -000-000-36041	ENTREPRENEUR'S SCHLSHP	1,148.31		22.42	-	1,170.73
820 -000-000-36042	THOMAS FORD DISTRICT NURSE FND	11,177.45		90.13	(11,267.58)	-
820 -000-000-36050	RANTOUL TRUST-ELDERLY	24,457.97		362.50	(7,124.00)	17,696.47
820 -000-000-36051	RANTOUL TRUST-GENERAL	162,235.59		3,022.56	(10,232.62)	155,025.53
820 -000-000-36052	AFFORDABLE HOUSING TRUST	172,767.64		18,736.86	-	191,504.50
820 -000-000-36060	CONSERVATION FUND BALANCE	59,287.29		65,540.89	(42,498.18)	82,330.00
820 -000-000-36070	CONSERVATION-CPA	5,083.90		300,838.17	(200,070.00)	105,852.07
820 -000-000-36071	AMBULANCE SCHOLARSHIP FUND	25,404.43		523.16	(1,029.05)	24,898.54
820 -000-000-36072	BA GOULD SCHOLARSHIP FUND	9,860.00		-	(1,000.00)	8,860.00
820 -000-000-36300	MADIGAN FAMILY SCHOLARSHIP	-		2,500.00	-	2,500.00
820 -000-000-36325	LEAGUE OF WOMEN VOTERS-SCHOLAR	-		1,000.00	(1,000.00)	-
820 -000-000-36372	TOM HILL SCHOLARSHIP-SCHOOL	-		3,270.00	(500.00)	2,770.00
TOTAL "820" EXPENDABLE TRUST FUNDS		724,209.43	-	465,600.61	(321,135.17)	868,674.87
OTHER EXPENDABLE TRUST FUNDS						
85000	Stabilization Fund	1,188,017.79	(792.89)	23,167.29		1,210,392.19
86000	Capital Stabilization Fund	2,367,131.05	944,514.63	39,774.80		3,351,420.48
89000	OPEB	1,865,468.73		587,833.86		2,453,302.59
OTHER EXPENDABLE TRUST FUND TOTALS		5,420,617.57	943,721.74	650,775.95	-	7,015,115.26

**Town of Harvard Trust Funds
Fiscal Year 2018 Balances**

	7/1/2017		6/30/2018
	Beginning Balance	Net Change	Ending Balance
Cemetery Funds			
Cemetery Perpetual Care	236,623.93	8,303.67	244,927.60
Charles Whitney Cemetery	18,691.27	364.96	19,056.23
John Maynard Cemetery	38,650.96	754.71	39,405.67
Sibley Cemetery	23,986.57	468.38	24,454.95
Bellevue Cemetery	34,525.69	(2,206.38)	32,319.31
Shaker & Sears Cemetery	3,950.52	77.16	4,027.68
Library Funds			
Ring Book Fund	6,536.11	127.61	6,663.72
George Clark Library	1,253.63	(50.63)	1,203.00
Walter Whitney Library	20,572.60	(750.50)	19,822.10
Hapgood Library	54,346.34	(1,443.65)	52,902.69
Lawrence Library	12,243.21	(487.31)	11,755.90
Mary Blood Library	7,389.80	(231.42)	7,158.38
Andrew Fairbank Library	3,630.11	(104.46)	3,525.65
Miscellaneous Funds			
Ginny Thurston Scholarship	18,340.88	10,583.33	28,924.21
Harvard 300th Anniversary	15,816.91	308.85	16,125.76
Warner Lecture Fund	27,025.78	37,489.21	64,514.99
Maynard Clock	609.43	11.90	621.33
Georgia Whitney Poor	24,855.75	485.34	25,341.09
Warren K Harrod	2,644.26	51.65	2,695.91
Salvage Fund	2,486.34	48.55	2,534.89
Hildreth Clock	559.91	10.93	570.84
Hildreth Common	6,464.91	126.23	6,591.14
Tuttle Memorial	14,107.45	275.48	14,382.93
Will Post Memorial	8,142.73	(447.35)	7,695.38
Entrepreneur's Scholarship	1,148.31	22.42	1,170.73
BA Gould Scholarship Fund	9,860.00	(1,000.00)	8,860.00
Thomas Ford District Nurse Fund	37,232.30	(37,232.30)	-
Ambulance Scholarship Fund	25,404.43	(505.89)	24,898.54
Rantoul Trust - Elderly	26,848.97	(9,152.50)	17,696.47
Rantoul Trust - General	170,962.44	(15,782.91)	155,179.53
Total Trust Fund Balances	854,911.54	(9,884.92)	845,026.62

All funds shown include both expendable and non-expendable unless noted by *,
then only expendable.

2018 SCHOOL AND TOWN ANNUAL EARNINGS

SCHOOL (TEACHERS)

LAST NAME	FIRST NAME	REGULAR & OTHER	OVERTIME	MATCH	TOTAL GROSS
ACCORSI	JOAN	74371.48		450.00	74,821.48
ADAMS	JAMIE	14529.80			14,529.80
ADAMYK	JILLAYNE	160.00			160.00
ADELSON	NATHANIEL	2780.00			2,780.00
AMBROSINO	CYNTHIA	100828.99		1365.00	102,193.99
ANTES	REBECCA	39956.76			39,956.76
ARMITAGE	REBECCA	73246.54		195.00	73,441.54
AYLES	DAWN	100434.12			100,434.12
BAGATELLE	DAVIDA	98737.48		1199.49	99,936.97
BASSAGE	AMY	95357.01		1137.50	96,494.51
BETHONEY-DRENNEN	JESSICA	61511.74			61,511.74
BOBRUFF	DAVID	3082.00			3,082.00
BOISVERT	DAVID	94812.66		987.21	95,799.87
BOURQUE	GREG	8212.00			8,212.00
BRAGG	MARGARET	101973.98			101,973.98
BROOKS	MARTHA	97994.32		2231.53	100,225.85
BROW	CATHERINE	4106.00			4,106.00
BROWN	JANET	85312.52		592.33	85,904.85
BURNS	CHRISTINA	76076.19		924.36	77,000.55
BURTON	JULIE	70438.06			70,438.06
BUTTERWORTH	OLIVIA	1830.00			1,830.00
CAHOON	ANDREW	1689.00			1,689.00
CAMPAIGNE	JACQUELINE	6330.00			6,330.00
CAMPBELL	MARYBETH	85422.28		1056.60	86,478.88
CANNING	CYNTHIA	500.00			500.00
CANTRILL	JAMES	2735.00			2,735.00
CARBON	ROBERT	1300.00			1,300.00
CARCHIDI	LAUREN	40552.92			40,552.92
CARLUCCI	KELLIE	92960.20		987.21	93,947.41
CHANDLER	TONI	472.50			472.50
CHAPMAN	PAMELA	91929.06		1115.76	93,044.82
CHARLAND	JENNIFER	1040.00			1,040.00
CHLAPOWSKI	SUSAN	97454.65		390.00	97,844.65
CLARKE	JOSHUA	98251.01			98,251.01
CORRENTY	SHARON	78742.13		550.00	79,292.13
CREAVEN	MICHELLE	87292.68		1056.60	88,349.28
CRITTENDON	LAUREN	104024.04		1199.49	105,223.53
CUDMORE	KAREN	99584.53		2398.98	101,983.51
CULLINANE	F ROBERT	100638.03		2398.98	103,037.01
CUTLER	COURTNEY	48416.21		270.00	48,686.21
DAVIDSON	MICHAEL	5134.00			5,134.00
DECOSTE	ERIN	67180.80			67,180.80
DEERY	RYAN	74071.43			74,071.43
DELSIGNORE	ELIZABETH	236.51			236.51
DESARRO	MICHAEL	96973.98		1199.49	98,173.47
DOHERTY	KATHLEEN	104321.02		2398.98	106,720.00
DOWNING	SUSAN	61679.68		733.44	62,413.12
DRUMMEY	ELIZABETH	2608.00			2,608.00
DYER	JANIS	76985.18		901.41	77,886.59
EKLUND	JENNIFER	28962.88			28,962.88
EPSTEIN	REBECCA	11156.88			11,156.88

LAST NAME	FIRST NAME	REGULAR & OTHER	OVERTIME	MATCH	TOTAL GROSS
ESIELIONIS	ERIKA	124.95			124.95
FAILLA	AMANDA	57681.06			57,681.06
FARLEY	MONICA	300.00			300.00
FITZPATRICK	JEAN	28928.00			28,928.00
FONTAINE	CYNTHIA	59751.55			59,751.55
FRASER	JENNIFER	100576.04		1174.78	101,750.82
FREDERICKSON	PATRICK	4106.00			4,106.00
FRENCH	DAWN	54883.50			54,883.50
GAMAGE	KIRSTI	5675.00			5,675.00
GIBBS	GRETCHEN	59413.64			59,413.64
GILFIX	DAVID	92070.72		1115.76	93,186.48
GRAHAM	MARY-ELIZABETH	98040.54		110.58	98,151.12
GREAYER	ROCHELLE	1911.00			1,911.00
HAROUTUNIAN	JESSICA	67167.38			67,167.38
HARRIS	CYNTHIA	95520.00		812.50	96,332.50
HAVENS	LESLIE	2850.00			2,850.00
HENDERSON	MICHAEL	1020.00			1,020.00
HERMANS	ROBIN	400.00			400.00
HILL	THOMAS	3805.00			3,805.00
HODGENS	CRISTIN	86264.97			86,264.97
HOLMES	RYAN	3082.00			3,082.00
HOLMES	CHRISTOPHER	3082.00			3,082.00
HOLT	WYATT	95076.00		650.00	95,726.00
HOORNEMAN	ELIZABETH	70461.74		195.00	70,656.74
HOPKINS	LISA	97752.03		2398.98	100,151.01
HORNE	ALEXANDER	4167.00			4,167.00
HORTON	JULIE	109057.18		1222.40	110,279.58
HUNT	NIKOLAUS	31999.70			31,999.70
HYDE	JESSICA	95270.72		1087.50	96,358.22
JACOBS	MICHAEL	3390.00			3,390.00
JACOBS	JANE	260.00			260.00
JONES	CHRISTOPHER	96038.04			96,038.04
KARABATSOS	LEWIS	7257.50			7,257.50
KARIS	NANCY	7275.00			7,275.00
KEANE	KATHERINE	76477.17		78.00	76,555.17
KEANE	MICHELLE	58869.94			58,869.94
KEITH	MAUREEN	90205.32			90,205.32
KELLEY	BARBARA	102774.02		2398.98	105,173.00
KHURANA	MARISA	67417.38		467.40	67,884.78
KING	DAVID	900.00			900.00
LAMERE	SARA	81307.82		530.16	81,837.98
LANCE	MARY	24311.34			24,311.34
LAVIGNE	KEITH	77428.34			77,428.34
LAZARO	KRISTINA	36804.88			36,804.88
LEVENSAILOR	HANNAH	1883.00			1,883.00
LYNDE	MATTHEW	90008.86			90,008.86
MACKIE	ADAM	68734.98			68,734.98
MADRASWALLA	SABIHA	50943.82			50,943.82
MAHER	JILLIAN	160.00			160.00
MAIORE	JOYCE	249.90			249.90
MARRESE	CHRISTOPHER	1911.00			1,911.00
MARYA	SANGITA	100774.05		1159.35	101,933.40
MATTIE-BROWN	BRYCE	97102.16		1115.76	98,217.92
MCLELLAN	DAVID	2320.00			2,320.00
MCLOUGHLIN	CARRIE	96119.03		1174.78	97,293.81
MCMANUS	KRISTIN	78752.36		558.00	79,310.36
MEIER	DANIELLE	1866.15			1,866.15

LAST NAME	FIRST NAME	REGULAR & OTHER	OVERTIME	MATCH	TOTAL GROSS
MEYER	BARBARA	13060.00			13,060.00
MILLER	MIRANDA	71018.46		520.00	71,538.46
MONSEN	CARLY	74338.58			74,338.58
MONTALTO	HEATHER	73758.20		505.13	74,263.33
MOORE	JUDY	3065.00			3,065.00
MURPHY	PETER	103430.48		1199.49	104,629.97
NEWBOULD	ERIN	86607.64		162.50	86,770.14
NICHOLSON	TRICIA	270.00			270.00
NIGZUS	CHARLES	1500.00			1,500.00
NIGZUS	COLLEEN	85491.30		1012.21	86,503.51
NIGZUS	STEVE	2831.25			2,831.25
NILAN	PATRICIA	99573.04		1174.78	100,747.82
NILAND	MELISSA	102498.03		912.50	103,410.53
NOGLER	LORI	868.00			868.00
O'FARRELL	MARY ANN	795.00			795.00
OPALKA	SUZANNE	150.00			150.00
OSTASZEWSKI	MANDY	24415.53			24,415.53
PATEL	DEVIN	1185.00			1,185.00
PETKUS	CHRISTINA	25687.30			25,687.30
PHILLIPS	DONALD	950.00			950.00
PHILLIPS	MYLES	517.50			517.50
PHILLIPS	MARIE	62819.04			62,819.04
PHONGSAMOUTH	MAESA	1400.00			1,400.00
PIANTEDOSI	TESSA	79605.76			79,605.76
PIERCE	DEBORAH	101602.06		2349.55	103,951.61
PLANCHET	DAVID	4106.00			4,106.00
POE	MICHAEL	61920.27			61,920.27
POLIS	CATHERINE	102024.04		719.69	102,743.73
PRICE	AMY	65669.52			65,669.52
QUAADGRAS	STEFAN	1132.50			1,132.50
QUAADGRAS	MARYBETH	60649.01		426.66	61,075.67
QUIRION	LONNIE	4106.00			4,106.00
RAINVILLE	AMELIA	560.00			560.00
RAMIREZ	VICTORIA	94976.00		1100.00	96,076.00
REALE	CHRISTINE	98574.56		1174.78	99,749.34
REED	SUMNER	4358.20			4,358.20
REYNOLDS	WILLIAM	2567.00			2,567.00
ROBBINS	CRAIG	53572.76			53,572.76
ROGERS	ALLISON	58185.97			58,185.97
ROSAL	OLYAN	59534.87			59,534.87
ROUTE	JONATHAN	7932.00			7,932.00
ROUTE	TAMMY	87906.38		390.00	88,296.38
RUSSELL	MATTHEW	17106.46			17,106.46
RUSSELL	TAMMY	4106.00			4,106.00
RUSSELL	KATELYN	61424.67			61,424.67
SCOTT	WENDY	16695.74			16,695.74
SEGALOFF	RACHEL	70785.81			70,785.81
SHAW	JESSE	71612.37			71,612.37
SHAW	KAREN	29988.96			29,988.96
SHEPHERD	PATRICIA	94394.34			94,394.34
SHIPMAN	ZACHARY	765.00			765.00
SINTROS	ERIN	34232.88			34,232.88
SKROCKI	ANDREW	87857.84		565.50	88,423.34
SNELL	CHRISTOPHER	82006.28			82,006.28
SOLDI	LISA	512.50			512.50
SORGI	JONATHAN	333.75			333.75
STEADMAN	JULIANA	59993.75		390.00	60,383.75

LAST NAME	FIRST NAME	REGULAR & OTHER	OVERTIME	MATCH	TOTAL GROSS
STEELE	MARISA	3678.00			3,678.00
STEEVES	CYNTHIA	57983.42		412.08	58,395.50
STERBER	EMILY	56204.83			56,204.83
STODDARD	SINTA	130.00			130.00
STONE	LISA	15614.63			15,614.63
SUBRAMANIAN	KABILGANGA	8210.00			8,210.00
SULLIVAN	CORI	360.00			360.00
SULLIVAN	LAURA	249.90			249.90
TABOR	RICHARD	97363.00			97,363.00
TERRIO	LISA	62627.93			62,627.93
THURSTON	JOSHUA	73158.22			73,158.22
TOWNSEND	ANASTASIA	86365.67			86,365.67
TRAVERS	JACQUELINE	80621.08		574.46	81,195.54
TUTTLE	SHARLENE	96101.50		1174.78	97,276.28
TUZZOLO	PATRICIA	290.00			290.00
UGLEVICH	LAURA	39906.76			39,906.76
VAN GUILDER	RODNEY	2264.00			2,264.00
VANCLEEF	KAREN	165.00			165.00
VANDERVEEN-MIDEY	KRISTEN	99222.64		1222.40	100,445.04
VAUDREVIL	MARJORIE	660.00			660.00
VERROCHI	EMILY	80599.56		390.00	80,989.56
WALKER	DEBORAH	73246.49			73,246.49
WALSH	CATHLEEN	1510.71			1,510.71
WALTON	MARIA	100.00			100.00
WASS	RUSSELL	100476.04			100,476.04
WHITNEY	ANN	465.00			465.00
WIENER	DEBRA	60872.10		444.67	61,316.77
WILSON	ROBERT	7125.00			7,125.00
WOODSUM	JENNIFER	1825.00			1,825.00
WRIGHT	ANDREW	92000.06			92,000.06
ZIMMER	MARGARET	97767.98		1199.49	98,967.47

SCHOOL (NON-TEACHERS)

LAST NAME	FIRST NAME	REGULAR & OTHER	OVERTIME	MATCH	TOTAL GROSS
AGHAYEV	AZIZ	16818.48			16,818.48
ALEXANDER	PAMELA	12101.00			12,101.00
ALI	FADIYA	10479.68			10,479.68
ARELLANO	ROBERT	600.00			600.00
BARANOWSKI	JENNIFER	32530.80		346.25	32,877.05
BARRETT	SAMANTHA	7879.60			7,879.60
BATCHELDER	HELEN	6330.00			6,330.00
BENARD	ANN	8266.52			8,266.52
BENOIT	ROBIN	105992.32			105,992.32
BOYLE	CHRISTOPHER	95877.20			95,877.20
BRUNING	GAYLE	36263.36		378.00	36,641.36
CALEY	CASSANDRA	437.33			437.33
CAMARGOS	MADALENA	5600.04			5,600.04
CARON	AMY	3905.83			3,905.83
CARROLL	MARY	20340.91			20,340.91
CAVANAUGH	JUDITH	57349.01			57,349.01
CAVANAUGH	ALEXA	25713.64			25,713.64
CHAPMAN	GRAHAM	366.00			366.00
COOKE	LYNN	1783.40			1,783.40
CORRENTY	PAUL	102867.10		1132.09	103,999.19
COSTA	JENNIFER	17425.00			17,425.00
COZZENS	MARGARET	21320.06			21,320.06

LAST NAME	FIRST NAME	REGULAR & OTHER	OVERTIME	MATCH	TOTAL GROSS
DAMOTA	GERALDO	19191.20	688.38		19,879.58
DAMOTA	MARIA	19191.20	688.38		19,879.58
DESJARDINS	LOREN	25680.24			25,680.24
DESOUZA	SANDRA	19295.79	750.23		20,046.02
DONOVAN	KATHLEEN	11539.13			11,539.13
DOUCETTE	LUCIA	42190.02			42,190.02
DUFFEN	ZACKERY	20284.93	1428.00		21,712.93
DWIGHT	LINDA	166898.03		1200.00	168,098.03
ENGLER	DEREK	765.00			765.00
EVENS	SCOTT	75.00			75.00
FARNSWORTH	LORI	40215.03		498.85	40,713.88
FORCE	MARK	34800.28			34,800.28
FRANCIS	NICHOLAS	24896.93			24,896.93
GALESKI	LORELEI	41665.53			41,665.53
GAUDETTE	DILLON	1680.00			1,680.00
GAUDETTE	MARCIA	14852.32	1016.93		15,869.25
GEBRU	AMY	23714.69			23,714.69
GEBRU	ELIAJAH	1432.50			1,432.50
GILLARD	JENNIFER	218.66			218.66
GREENE	KATHRYN	23323.59			23,323.59
GROGAN	MARGARET	49121.20			49,121.20
HADORN	MARGARET	13878.55			13,878.55
HARRINGTON	MARIE	117360.29			117,360.29
HART	ELIZABETH	16786.86			16,786.86
HATCH	SHERYL	28789.76			28,789.76
HICKEY	TANYA	80.33			80.33
HOFFMAN	SCOTT	128626.25		520.00	129,146.25
HOLMES	SUSAN	48771.20		1203.28	49,974.48
HUBER	EDIE	1600.00			1,600.00
KENT-BARNES	AMY	27517.62			27,517.62
KERWIN	DIANE	28511.45		228.75	28,740.20
LADISLAU	CLENILDO	14852.32	1016.93		15,869.25
LAPERLE	ROGER	480.00			480.00
LYONS	JOANNE	23531.15			23,531.15
LYONS	BRUCE	4707.28	1217.40		5,924.68
MAHONEY	SUZANNE	9565.00			9,565.00
MAYO	DEBRA	32695.76			32,695.76
MCFARLAND	RUTH	7957.01			7,957.01
MCGLAMERY	RAYNE	26811.40			26,811.40
MELLO	EDNA	10687.00			10,687.00
MULCAHY	SCOTT	94948.90			94,948.90
MYLER	JOSHUA	114138.50			114,138.50
NURMI	JANICE	18527.10			18,527.10
PAPIA	CYNTHIA	10998.48			10,998.48
PARDA	DALE	29248.97			29,248.97
PATEL	SONYA	22493.75			22,493.75
PELLEGRITI-MILLEN	JEAN	18464.68			18,464.68
PEURA	OKSANA	53170.83			53,170.83
PIERCE	MICHAEL	742.50			742.50
PIERCE	JOHN	960.00			960.00
RAINEY	CYNTHIA	45386.40			45,386.40
RICARD	MARISSA	13329.55			13,329.55
RIDDLE	CAROL	18369.61			18,369.61
RIDENOUR	IVIE	345.00			345.00
ROBICHAUD	LISA	39352.08			39,352.08
ROBINSON	JAMES	1670.00			1,670.00
ROULEAU	BRIANNA	18440.37			18,440.37

LAST NAME	FIRST NAME	REGULAR & OTHER	OVERTIME	MATCH	TOTAL GROSS
ROWE	PETER	41250.00			41,250.00
SAWYER	ANDREW	28847.91			28,847.91
SCHMIDT	SHARON	42241.20			42,241.20
SCHWINGER	ALICE	21661.03			21,661.03
SHANLEY	KAREN	21831.17			21,831.17
SHELTON	MARY JANE	29949.05			29,949.05
SHERIDAN	HANNAH	160.00			160.00
SHUTTLE	KAREN	52842.44		1000.00	53,842.44
SILVER	SUSAN	14298.50			14,298.50
SMITH	CHRISTINE	9508.71			9,508.71
SNYER	JONATHAN	44625.20			44,625.20
STAMM	KATHERINE	20046.55			20,046.55
STAPLETON	DYLAN	397.50			397.50
STRAZDUS	CAROL	1745.00			1,745.00
SULLIVAN	BRENDA	540.00			540.00
SULLIVAN	MARY	825.00			825.00
THOMSEN	JANE	28790.31			28,790.31
THORNTON	ALISON	31220.90			31,220.90
THORNTON	ASHKHEN	11150.00			11,150.00
TOLL	ELLIS	14753.68			14,753.68
TURNBALL	CAROLINE	169.58			169.58
WAITE	CYNTHIA	52771.30		651.64	53,422.94
WALSH	PETER	36662.00	2921.78		39,583.78
WARD	JASON	500.00			500.00
WICKS	ALISON	33390.46			33,390.46
WILLIAMS	JOANNE	35189.84		434.63	35,624.47
WILLSIE	TAMARA	27236.14			27,236.14
WOODSUM	DAVID	72822.40	2020.35		74,842.75
WOODSUM	JANET	28446.65		200.33	28,646.98
ZACHARER	CHRISTINE	34571.60			34,571.60
ZADROGA	MARY	79268.85		162.50	79,431.35
DEPT TOTALS		\$ 12,173,356.62	11748.38	67966.28	12,253,071.28

LIBRARY

LAST NAME	FIRST NAME	REGULAR & OTHER	OVERTIME	MATCH	TOTAL GROSS
ALENSON	AUDREY	8062.68			8,062.68
ANDREWS	SUSAN	48856.40			48,856.40
BALBRESKY	MEGAN	13149.21			13,149.21
BOLDUC	KRISTEEN	39455.39			39,455.39
CHAISSON	CATHERINE	19844.53			19,844.53
DENG	FELICIA	1558.00			1,558.00
DIPIETRO	JESSICA	918.00			918.00
DIPIETRO	FELICIA	4887.63			4,887.63
FAIR	VIVIEN	1197.00			1,197.00
FLOKOS	MATTHEW	1375.13			1,375.13
GAGNON	LISA	65986.00		325.00	66,311.00
HAYES	JILL	41732.37			41,732.37
HOLMES	JENNIFER	4262.21			4,262.21
KINGSBURY	ABIGAIL	56182.80		650.00	56,832.80
KOZLOWSKI	CELESTE	9784.62			9,784.62
MACMILLAN	JENNIFER	13700.41			13,700.41
MCCORMACK	CONSTANCE	21382.42			21,382.42

LAST NAME	FIRST NAME	REGULAR & OTHER	OVERTIME	MATCH	TOTAL GROSS
RAMAKRISHNAN	MEENAKSHI	1884.75			1,884.75
WILSON	MARY	93113.60		2327.84	95,441.44
DEPT TOTALS		\$ 447,333.15	\$ -	\$ 3,302.84	\$ 450,635.99

PUBLIC WORKS

LAST NAME	FIRST NAME	REGULAR & OTHER	OVERTIME	MATCH	TOTAL GROSS
ALLARD	LAURENCE	59376.28	17235.84		76,612.12
AMMESMAKI	RYAN	46567.40	13523.94		60,091.34
AMMESMAKI	NICHOLAS	54064.20	14667.17		68,731.37
BERNHARDT	ANDREW	44107.91	4855.14		48,963.05
CHARETTE	NORMAND	2453.85			2,453.85
COZZOLINO	ALFRED	13292.81			13,292.81
FISHER	JASON	4809.39	513.18		5,322.57
GILBERT	RONALD	78156.56	19230.78		97,387.34
GILBERT	BENJAMIN	55317.44	12476.14		67,793.58
KILHART	TIMOTHY	103231.20			103,231.20
MILLER	JOSEPH	41498.99	5157.67		46,656.66
O'CONNOR	STEVE	2544.75			2,544.75
OSTERTAG	WILLIAM	270.00			270.00
PESA	PAT	10428.50			10,428.50
STACY	SAM	41604.92	4724.22		46,329.14
TIILIKKALA	CRAIG	43555.34	5749.78		49,305.12
TREMBLAY	ROBERT	56723.33	14292.14		71,015.47
DEPT TOTALS		\$ 658,002.87	\$ 112,426.00	\$ -	\$ 770,428.87

POLICE

LAST NAME	FIRST NAME	REGULAR & OTHER	OVERTIME	MATCH	TOTAL GROSS
BABU	OVIDIU	111248.18	65353.24		176,601.42
BOWOLICK	NATHAN	805.00			805.00
CALLAHAN	MATTHEW	33847.04	1210.60		35,057.64
COATES	JOHN	17368.00	2227.50		19,595.50
COFFIN	EDWARD	44773.64	9433.62		54,207.26
DENMARK	EDWARD	159032.60		2822.03	161,854.63
DRISTILARIS	JOHN	20915.00	3600.00		24,515.00
FAHLBECK	NIKKI	15295.40	3142.50		18,437.90
FORD	CARLTON	2648.20	165.00		2,813.20
FORTUNATO	DANIELE	73053.76	1325.43		74,379.19
GENETTI	CHARLES	67069.50	32440.42		99,509.92
HUGHES	SCOTT	106290.88	21275.07		127,565.95
IALEGGIO	TIMOTHY	440.00			440.00
MINER	TIMOTHY	68365.56	14378.17		82,743.73
NATOLI	PATRICIA	53135.20			53,135.20
ROUVEL	PATRICIA	44972.00			44,972.00
SCHAEFFER	TIMOTHY	66154.56	15850.22		82,004.78
SMITH	JASON	8818.60	1552.50		10,371.10
SWIFT	JEFFREY	660.00	330.00		990.00
DEPT TOTALS		\$ 894,893.12	\$ 172,284.27	\$ 2,822.03	\$ 1,069,999.42

FINANCE

LAST NAME	FIRST NAME	REGULAR & OTHER	OVERTIME	MATCH	TOTAL GROSS
AMES	LINDSAY	30996.00			30,996.00
BOWEN	CATHERINE	46495.63	367.55		46,863.18
BROWSE	CARYL	4878.09			4,878.09
DEARBORN	CAROL	15201.90			15,201.90
HALEY	AMY	69462.80			69,462.80
KENNEY	MARLENE	72960.80			72,960.80
MARK	PAMELA	9262.97			9,262.97
NALCHAJIAN	DAVID	97613.22			97,613.22
SPINNEY	HEIDI	14021.10			14,021.10
SZOCIK	KELLY	21128.56			21,128.56
DEPT TOTALS		\$ 382,021.07	\$ 367.55	\$ -	\$ 382,388.62

TOWN ADMINISTRATOR & STAFF

LAST NAME	FIRST NAME	REGULAR & OTHER	OVERTIME	MATCH	TOTAL GROSS
BRAGAN	TIMOTHY	145109.23		3504.41	148,613.64
DOUCET	JULIE	58612.80		65.00	58,677.80
SOBALVARRO	MARIE	60138.40			60,138.40
STOFFEL	EDWARD	28508.04			28,508.04
DEPT TOTALS		\$ 292,368.47	\$ -	\$ 3,569.41	\$ 295,937.88

INSPECTORS

LAST NAME	FIRST NAME	REGULAR & OTHER	OVERTIME	MATCH	TOTAL GROSS
BAKUN	JAMES	11177.05			11,177.05
FRIEDRICH	ROBERT	120.58			120.58
HORGAN	PHILIP	496.00			496.00
VELLANTE	GABRIEL	56211.57			56,211.57
DEPT TOTALS		\$ 68,005.20	\$ -	\$ -	\$ 68,005.20

VETERANS AGENT

LAST NAME	FIRST NAME	REGULAR & OTHER	OVERTIME	MATCH	TOTAL GROSS
DETILLION	DWIGHT	5200.00			5,200.00
DEPT TOTALS		\$ 5,200.00	\$ -	\$ -	\$ 5,200.00

PARKS & RECREATION

LAST NAME	FIRST NAME	REGULAR & OTHER	OVERTIME	MATCH	TOTAL GROSS
BEGUE	ANYA	3958.50			3,958.50
BILODEAU	SHANE	3423.00			3,423.00
BROWN	TREVOR	4137.00			4,137.00
COOPER	DHARMA	1869.00			1,869.00
FERGUSON	MARLEY	2231.25			2,231.25
FERGUSON	CARLISLE	5016.00	48.00		5,064.00
FITZSIMMONS	JOHN	4675.76			4,675.76
FRASER	ELI	3535.00			3,535.00
GOTHORPE	CONNOR	1989.75			1,989.75
HOPMAN	MIA	1673.00			1,673.00
KENNEDY	BRIDGET	1331.25			1,331.25
LORA	MARCOS	2119.25			2,119.25
LUCK	ALEXANDRA	12295.60			12,295.60
MARA	CAROLINE	2197.00			2,197.00
MCCLAIN	TESSA	2057.75			2,057.75
O'SHEA	CONNOR	3549.00			3,549.00
OSTROWSKI	KAITLYN	1480.50			1,480.50
TAYLOR	ETHAN	1237.50			1,237.50
TAYLOR	HANNAH	1144.50			1,144.50
DEP TOTALS		\$ 59,920.61	\$ 48.00	\$ -	\$ 59,968.61

FIRE

LAST NAME	FIRST NAME	REGULAR & OTHER	OVERTIME	MATCH	TOTAL GROSS
BARBER	DUANE	2661.43			2,661.43
BARTON	WILLIAM	9812.81			9,812.81
BERTHOUD	WILLIAM	4672.36			4,672.36
CARTER	ADAM	559.58			559.58
CLEMENTS	ZACHARY	294.35			294.35
CURRAN	ROBERT	12002.25			12,002.25
DEBETTENCOURT	FRANK	5439.41			5,439.41
GAMAGE	ERIC	445.51			445.51
HARROD	GREGORY	5728.85			5,728.85
HAZEL	DAVID	2724.50			2,724.50
HUGHES	ADAM	5652.16			5,652.16
KENNEALLY	JOHN	3199.38			3,199.38
MILLER	ANDREW	9701.53			9,701.53
MORRIS	PAUL	3231.11			3,231.11
NIGZUS	CHARLES	14676.01			14,676.01
NOGLER	SHANE	2018.01			2,018.01
PERRY	ANDREW	78129.17	269.22		78,398.39
PERWAK	BRIAN	5834.74			5,834.74
SEARS	IAN	3642.31			3,642.31
SHAW	JOSEPH	8495.11			8,495.11
SHAW	WALTER	3355.99			3,355.99
SICARD	RICHARD	96272.40			96,272.40
WARREN	JUSTIN	9025.54			9,025.54
WILLIAMS	ROBERT	3486.67			3,486.67

LAST NAME	FIRST NAME	REGULAR & OTHER	OVERTIME	MATCH	TOTAL GROSS
WILMOT	BENJAMIN	3388.13			3,388.13
DEPT TOTALS		\$ 294,449.31	\$ 269.22	\$ -	\$ 294,718.53

CONSERVATION & ECO DEVELOPMENT

LAST NAME	FIRST NAME	REGULAR & OTHER	OVERTIME	MATCH	TOTAL GROSS
ALLARD	ELIZABETH	56182.81		702.29	56,885.10
RYAN	CHRISTOPHER	19152.00			19,152.00
DEPT TOTALS		\$ 75,334.81	\$ -	\$ 702.29	\$ 76,037.10

AMBULANCE

LAST NAME	FIRST NAME	REGULAR & OTHER	OVERTIME	MATCH	TOTAL GROSS
ALFANO	LILY	120.00			120.00
BASILE	LUCA	40.00			40.00
BECKMAN	STEVEN	460.00			460.00
BECKMAN	MADELINE	540.00			540.00
BECKMAN	SOPHIE	680.00			680.00
COLLINS	SOPHIA	120.00			120.00
CONNORS	KATHERINE	200.00			200.00
COTTING	JASON	2820.00			2,820.00
CURTIN	TESSA	480.00			480.00
EGAN	HANNAH	846.58			846.58
FELDSTEIN	JUSTIN	1200.00			1,200.00
FOLEY	JULIA	1540.00			1,540.00
GOTHORPE	AMY	3060.00			3,060.00
GRANT	LEILA	540.00			540.00
HUGHES	OLIVIA	696.35			696.35
INTO	KYLE	200.00			200.00
KUONG	ALLAN	420.00			420.00
LANDRY	CHRISTIAN	2720.00			2,720.00
LINDSEY	TALMAGE	580.00			580.00
LOVELUCK	KATHERINE	780.00			780.00
MAHONEY	CYNTHIA	20.00			20.00
MAKOSKY	LIAM	320.00			320.00
MARA	LINDA	3344.75			3,344.75
MILLER	LAWRENCE	1340.00			1,340.00
MITCHELL	CHRISTOPER	280.00			280.00
MITCHELL	JUDITH	320.00			320.00
MYLES	RUTH	220.00			220.00
NYGREN	KILEY	120.00			120.00
OJEMANN	JOAN	20.00			20.00
ORSULA	GEORGE	4640.00			4,640.00
OVERMILLER	DEAN	80.00			80.00
PISAL	SAMVIT	2260.00			2,260.00
STEVENSON	WILLIAM	3060.00			3,060.00
TODD	REGINA	1760.00			1,760.00
TONGE	THOMAS	660.00			660.00
VELLANTE	PILAR	1020.00			1,020.00

LAST NAME	FIRST NAME	REGULAR & OTHER	OVERTIME	MATCH	TOTAL GROSS
WALKER	ELIZABETH	80.00			80.00
WARD	TANIA	720.00			720.00
WAUGH	KATHRYN	160.00			160.00
WHARTON	LUKE	5328.00	168.00		5,496.00
WILLIAMS	SAMANTHA	560.00			560.00
WILLIAMS	KATHLEEN	3360.00			3,360.00
WORDERN	KATHERINE	620.00			620.00
DEPT TOTALS		\$ 48,335.68	\$ 168.00	\$ -	\$ 48,503.68

BOARD OF HEALTH

LAST NAME	FIRST NAME	REGULAR & OTHER	OVERTIME	MATCH	TOTAL GROSS
FLYNN	ALISON	17713.73			17,713.73
DEPT TOTALS		\$ 17,713.73	\$ -	\$ -	\$ 17,713.73

COUNCIL ON AGING

LAST NAME	FIRST NAME	REGULAR & OTHER	OVERTIME	MATCH	TOTAL GROSS
DUMONT	WILFRED	11005.12			11,005.12
HOLLAND	MARIA	23581.14			23,581.14
MAGRATH	FRANCIS	8455.05			8,455.05
ROSEN	LISA	13715.86			13,715.86
TENNESON	PETER	12314.35			12,314.35
THOMPSON	DEBORAH	69333.20			69,333.20
VALLADARES	JULIO	2351.22			2,351.22
WALKER	CATHY	250.56			250.56
WINCHELL	CHARLOTTE	19536.26			19,536.26
DEPT TOTALS		\$ 160,542.76	\$ -	\$ -	\$ 160,542.76

COUNCIL ON AGING - SENIOR TAX WORKOFF

LAST NAME	FIRST NAME	REGULAR & OTHER	OVERTIME	MATCH	TOTAL GROSS
ALTMAN	BARBARA	1000.00			1,000.00
GARFIELD	THOMAS	634.00			634.00
GUPTILL	MARTHA	1000.00			1,000.00
LEE	DOUGLAS	1000.00			1,000.00
SOJA	DONALD	1000.00			1,000.00
SPIELVOGEL	CHRISTINE	246.00			246.00
WILLIAMSON	JOANNE	652.00			652.00
WONG	JUDITH	1000.00			1,000.00
DEPT TOTALS		\$ 6,532.00	\$ -	\$ -	\$ 6,532.00

DOG OFFICER

LAST NAME	FIRST NAME	REGULAR & OTHER	OVERTIME	MATCH	TOTAL GROSS
BAMFORD	ANN	3666.63			3,666.63
WILLARD	PAUL	11458.37			11,458.37
DEPT TOTALS		\$ 15,125.00	\$ -	\$ -	\$ 15,125.00

CABLE

LAST NAME	FIRST NAME	REGULAR & OTHER	OVERTIME	MATCH	TOTAL GROSS
ALEXANDER	CLARA	1405.25			1,405.25
FERGUSON	J BRINTON	1125.14			1,125.14
HILL	TYLER	136.50			136.50
HOPPER	WILLIAM	900.75			900.75
LONG	SPENCER	534.80			534.80
NEWSOME	JOSHUA	724.50			724.50
TASHEVA	HRISTINA	13406.01			13,406.01
WIG	BEATRICE	2688.00			2,688.00
ZULAWNIK	ANNA	42926.10			42,926.10
DEPT TOTALS		\$ 63,847.05	\$ -	\$ -	\$ 63,847.05

TOWN OF HARVARD FIRE SIGNALS



5	No School (at 7AM)	215	Old Littleton Rd <i>BEFORE</i> Old Schoolhouse Road
10	Tornado Warning (Repeated)	216	Old Littleton Road <i>AFTER</i> Old Schoolhouse Road
12	Route 2 East of Route 110/111	215	Old Schoolhouse Road
14	Route 2 West of Route 110/111	217	Green Hill Road
21	Mutual Aid	221	Pinnacle Road
32	Elm Street	222	Park Lane
32	Harvard Common - <i>Ayer Road & Old Littleton Road</i>	223	Fairbanks Street
33	Unitarian Church - <i>9 Ayer Road</i>	224	Oak Hill Road
36	Congregational Church - <i>5 Still River Road</i>	224	Old Boston Turnpike Road
37	Fellowship Hall - <i>7 Elm Street</i>	225	Cleaves Hill Road
52	Pond Road	226	Woodchuck Hill Road
52	Whitman Road	227	Mass Ave <i>BEFORE</i> Stow Road
53	Turner Lane	231	Mass Ave <i>AFTER</i> Stow Road
54	Clinton Shore Drive	231	Codman Hill Road
54	Highland Avenue	231	Route 495 South and North
54	Pine Ridge Road	231	Sherry Road
54	Willard Lane	231	Sholan Circle
54	Wilroy Avenue	231	Whitney Lane
112	Holy Trinity Catholic Church - <i>15 Still River Road</i>	232	Slough Road
113	Willow Avenue	233	Littleton County Road <i>BEFORE</i> Cleaves Hill Road
114	Madigan Lane	234	Littleton County Road <i>AFTER</i> Cleaves Hill Road
115	Still River Road <i>BEFORE</i> Prospect Hill Road	233	Trail Ridge
116	Still River Road <i>AFTER</i> Prospect Hill Road	236	Haskell Lane
117	St Benedict's School - Still River Road	236	Stow Road <i>BEFORE</i> Codman Hill Road
118	Lovers Lane	241	Stow Road <i>AFTER</i> Codman Hill Road
118	Under Pin Hill Road	242	Hynes Lane
121	Depot Road	242	Murray Lane
121	Pattee Road	243	Eldridge Road
122	Craggs Road	311	Finn Road
123	Prospect Hill Road	312	Hillcrest Drive
124	Houghton Lane	313	Withington Lane
124	Whitney Road	314	East Bare Hill Road
125	Mill Road	314	Mettacomett Path
126	Old Shirley Road	314	St John Lane
131	Ayer Road <i>BEFORE</i> Route 2	315	Cameron Road
132	Ayer Road <i>AFTER</i> Route 2 <i>TO</i> Old Mill Road	315	Westcott Road
133	Ayer Road <i>AFTER</i> Old Mill Road	316	Jacob Gates Road
132	Gebo Lane	322	Armstrong Road
134	Cedar Ledge Road	322	Bolton Road <i>BEFORE</i> West Bare Hill
134	Lancaster County Road	323	Bolton Road <i>AFTER</i> West Bare Hill
135	Old Mill Road	323	Abbott Lane
136	Blanchard Road	323	Barton Road
141	Ohlin Lane	324	Deerfoot Trail
141	Poor Farm Road	324	Panther Hill Road
141	White Lane	325	Brown Road
142	Quarry Lane	411	West Bare Hill Road
142	South Shaker Road	412	Woodside Road
142	Stonecutters Path	413	Candleberry Lane
143	Glenview Drive	413	Harris Lane
144	Cliffside Drive	413	Scott Road
144	Granite View Lane	414	Bowers Road
144	Shaker Road	511	Warren Avenue
144	Sheehan Road	512	Tahanto Trail
145	Ann Lees Road	513	Peninsula Road
145	Babbitt Lane	1313	Bromfield House - <i>39 Mass Avenue</i>
145	Myrick lane	1315	Hildreth House - Council On Aging - <i>15 Elm St</i>
145	Simon Atherton Row	1331	Old Library - <i>7 Fairbanks Street</i>
211	Cruft Lane	1334	Town Hall - <i>13 Ayer Road</i>
211	Littleton Road <i>BEFORE</i> Cruft Lane	1335	Center Fire Station - <i>11 Elm Street</i>
212	Littleton Road <i>BEFORE</i> Route 2 Bridge	1341	Public Safety Building - <i>40 Ayer Road</i>
213	Littleton Road <i>AFTER</i> Route 2 Bridge	1345	Still River Fire Station - <i>231 Still River Road</i>
211	Old Meadow Lane	1347	DPW - <i>47 Depot Road</i>
211	Orchard Hill	1354	Hildreth Elementary School - <i>27 Mass Avenue</i>
214	Sawyer Lane	1363	Bromfield High School - <i>14 Mass Avenue</i>
215	Cross Street	5321	Library - <i>4 Pond Road</i>