

2019

Annual Reports  
of the  
Town Officers  
of the  
Town of Harvard



For the year ending  
**December 31, 2019**

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

Robert Alan First  
Philip Alfred Wood  
Richard E. Catanese  
Nancy Anne Quinn (Haley)  
Ann Brown Keniston  
Ann Barbara Cobb (Sister Ann Mary Cobb)  
Georgina A. Cormier  
George Edward Lenertz  
Albion L. Smith, Jr.  
Marie B. Finnegan (Keohane)  
Susan Caroline Weber (Frayar)  
Marion R. Rooney (Wyman)  
William David Anderson  
Ruth Agnes Katona  
John Allen Ball  
Joan Walkley Cole  
Jedediah E. Mannis  
Barbara R. Harley (Bordeaux)  
Carolyn Ruth Lahanas  
Norman J. Wheeler  
John Francis Johnson  
Ann Caroline Holtzman (Tracy)  
Constance Reed McClellan (Reed)  
Stephen John Langdon  
William Bartlett Anderson  
Frances P. Stone



## Citizen of Note The Harvard Press

In the early 1970's a legacy of local news coverage was begun by Ed Miller and Kathleen Cushman who founded and ran *The Harvard Post* for nearly three decades. Many of you here may remember Ann Levison, editor for two decades, and her team of reporters and production staff. In early 2003 the paper was sold to the Community Newspaper Group and quickly lost its local news focus, which resulted in declining circulation and eventual cessation of print publication.

Realizing the magnitude of the loss to the community, a group of residents decided to resurrect a true local newspaper. The Harvard Press LLC was officially organized in October 2006 and its inaugural issue of *The Harvard Press* was published on November 17, 2006. The paper's initial managers were Worth Robbins and Lisa Aciukewicz. In time Sue Robbins joined the management team and these three have since been the core of the paper's official corporate structure. While Lisa has retired as the official *Press* photographer, she remains connected with the newspaper as one of its publishers.

And how fortunate we are to have a local newspaper! Think of how many of us first check the Police Log when they get their Friday paper? Or laugh aloud in reading Carlene Phillips self-deprecating articles on the woes of dealing with an old house, an old dog, or new technology? And learned and benefitted from Joan Eliyesil, Marty Green or the other reporters' thoughtful and thorough coverage of important *local* topics – such as the new Elementary School, PFAs, revitalization of the General Store, new use of the Old Library, or any number of critical matters before the town boards? Who does not take pride in reading about the accomplishments of our student scholars and athletes? And how about looking for a local contractor or other service through the advertisements and classified ads? How many of you come to Town Meeting with the most recent issue of the *Press* in order to read up on the issues that are to be considered? The weekly *Press* is full of information about the comings and goings of our town – all carefully supervised and led by its editor, John Osborn.

In 2018 the *Press* received the New England Newspaper & Press Association's first place prize in the "best government reporting" category for its coverage of the controversy surrounding the fate of the Elementary School. The paper's extensive coverage of the choice between renovating the existing building or building a new school, and the Building Committee's recommendation to build a new school certainly helped inform the 1,000-plus voters who attended the Town Meeting to vote on funding this major project.

In October 2019 James Fallows, a contributor to *The Atlantic*, wrote an article on *The Harvard Press* as part of a series of articles on small towns. He profiled *The Harvard Press*, quoting Worth as to the reason for starting and continuing a local newspaper, as saying "We're doing it for love of community."

We are indeed fortunate for the vision of the founders of *The Harvard Press* and the dedication of its editor, reporters, copy editors, proof readers, layout and production staff – all of whom work the magic of producing a weekly, local newspaper, and who continue to do it "for love of community".

***It is the Select Board's honor to name The Harvard Press as the 2019 Citizen of Note.***



## TOWN OF HARVARD FIRE SIGNALS

5	No School (at 7AM)	216	Old Littleton Road <i>AFTER</i> Old Schoolhouse Road
10	Tornado Warning (Repeated)	217	Green Hill Road
12	Route 2 East of Route 110/111	221	Pinnacle Road
14	Route 2 West of Route 110/111	222	Park Lane
21	Mutual Aid	223	Fairbanks Street
32	Elm Street, Common - <i>Ayer Road &amp; Old Littleton Rd</i>	224	Oak Hill Road, Old Boston Turnpike Road
33	Unitarian Church - <i>9 Ayer Road</i>	225	Cleaves Hill Road
36	Congregational Church - <i>5 Still River Road</i>	226	Woodchuck Hill Road
37	Fellowship Hall - <i>7 Elm Street</i>	227	Mass Ave <i>BEFORE</i> Stow Road
52	Pond Road, Whitman Road		Mass Ave <i>AFTER</i> Stow Road, Codman Hill Road, Route 495
53	Turner Lane	231	South and North, Sherry Road, Sholan Circle, Whitney Lane
54	Clinton Shore Dr, Highland Avenue, Pine Ridge Rd	232	Slough Road
54	Willard Lane, Wilroy Avenue	233	Littleton County Rd <i>BEFORE</i> Cleaves Hill Road, Trail Ridge
112	Holy Trinity Catholic Church - <i>15 Still River Road</i>	234	Littleton County Road <i>AFTER</i> Cleaves Hill Road
113	Willow Avenue	236	Haskell Lane, Stow Road <i>BEFORE</i> Codman Hill Road
114	Madigan Lane	241	Stow Road <i>AFTER</i> Codman Hill Road
115	Still River Road <i>BEFORE</i> Prospect Hill Road	242	Hynes Lane, Murray Lane
116	Still River Road <i>AFTER</i> Prospect Hill Road	243	Eldridge Road
117	St Benedict's School - Still River Road	311	Finn Road
118	Lovers Lane, Under Pin Hill Road	312	Hillcrest Drive
121	Depot Road, Pattee Road	313	Withington Lane
122	Craggs Road	314	East Bare Hill Road, Mettacomett Path, St. John Lane
123	Prospect Hill Road	315	Cameron Road, Westcott Road
124	Houghton Lane, Whitney Road	316	Jacob Gates Road
125	Mill Road	322	Armstrong Road, Bolton Road <i>BEFORE</i> West Bare Hill Road
126	Old Shirley Road	323	Bolton Rd <i>AFTER</i> West Bare Hill Rd, Abbott Ln, Barton Road
131	Ayer Road <i>BEFORE</i> Route 2	324	Deerfoot Trail
132	Ayer Rd <i>AFTER</i> Route 2 <i>TO</i> Old Mill Road, Gebo Lane	324	Partridge Hill Road
133	Ayer Road <i>AFTER</i> Old Mill Road	325	Brown Road
134	Cedar Ledge Road, Lancaster County Road	411	West Bare Hill Road
135	Old Mill Road	412	Woodside Road
136	Blanchard Road	413	Candleberry Lane, Harris Lane, Scott Road
141	Ohlin Lane, Poor Farm Road, White Lane	414	Bowers Road
142	Quarry Lane, South Shaker Road, Stonecutters Path	511	Warren Avenue
143	Glenview Drive	512	Tahanto Trail
144	Cliffside Dr, Granite View Ln, Shaker Rd, Sheehan Rd	513	Peninsula Road
145	Ann Lees Road, Babbitt Lane, Myrick Lane, Simon	1313	Bromfield House - <i>39 Mass Avenue</i>
	Atherton Row	1315	Hildreth House – Council on Aging – <i>15 Elm St</i>
	Cruft Lane, Littleton Road <i>BEFORE</i> Cruft Lane,	1331	Old Library - <i>7 Fairbanks Street</i>
211	Littleton Road <i>BEFORE</i> Cruft Lane	1334	Town Hall – <i>13 Ayer Road</i>
212	Littleton Road <i>BEFORE</i> Route 2 Bridge	1335	Center Fire Station - <i>11 Elm Street</i>
213	Littleton Road <i>AFTER</i> Route 2 Bridge	1341	Public Safety Building - <i>40 Ayer Road</i>
214	Sawyer Lane	1345	Still River Fire Station - <i>231 Still River Road</i>
215	Cross Street, Old Littleton Rd <i>BEFORE</i>	1347	DPW – <i>47 Depot Road</i>
	Old Schoolhouse Rd	1354	Hildreth Elementary School – <i>27 Mass Avenue</i>
		1363	Bromfield High School – <i>14 Mass Avenue</i>
		5321	Library - <i>4 Pond Road</i>

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ELECTED OFFICIALS	NAME	TERM EXPIRATION
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LIBRARY TRUSTEES

3 year term/6 members	DAVIDA BAGATELLE, CHAIR	2021
	MARY COOLIDGE	2020
	MARTHA GREEN	2022
	STACIE GREEN	2022
	JENNIFER MANELL	2021
	CHARLES REDINGER	2020

MODERATOR

1 year term	BILL BARTON	2020
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SCHOOL COMMITTEE

3 year term/5 members	JOHN RUARK, CHAIR	2020
	SUZANNE ALLEN	2022
	SHARLENE CRONIN	2021
	SHANNON MOLLOY	2021
	SUSANMARY REDINGER	2020

SELECT BOARD

3 year term/5 members	ALICE VON LOESECKE, CHAIR	2022
	RICH MAIORE	2020
	KARA MINAR	2020
	STUART SKLAR	2022
	LUCY WALLACE	2021

WARNER FREE LECTURE

TRUSTEES	LISA FOLEY, CHAIR	2020
3 year term/6 members	JEFFREY BOUDREAU	2021
	PATRICIA JENNINGS	2022
	JENNIFER MALLOY COMBS	2021
	SHANNON MOLLOY	2020
	SHEILA SIMOLLARDES	2022

## APPOINTED TOWN OFFICIALS

### AGRICULTURAL ADVISORY COMMISSION

KERRI GREEN, Chair	(3 years) (5)
ROBERT TRAVER	2021
FRANKLYN CARLSON	2022
NICOLE SCHMIDT	2021
LAURA MCGOVERN	2020
ROBERT DUZAN, alternate	(yearly)
CHRISTIANE TURNHEIM, alternate	(yearly)
MATTHEW VARRELL, alternate	(yearly)

### AMBULANCE SERVICE (Volunteer Service)

MADELINE BECKMAN	(yearly)
SOPHIE BECKMAN	
STEVEN BECKMAN	
COLLIN BURNS	
CHARLIE CARBONELL	
SOPHIA COLLINS	
KATE CONNORS	
JASON COTTING	
ROBERT CURRAN	
TESSA CURTIN	
BRENT DELEHEY	
JANIS DYER	
HANNAH EGAN	
JUSTIN FELDSTEIN	
JULIE FOLEY	
AMY GOTHORPE	
TOM HART	
ADAM HUGHES	
LIVIE HUGHES	
CELESTE KEEP	
JOHN KENNEALLY	
ALLAN KUONG	
CHRIS LANDRY	
KATIE LOVELUCK	
HEATHER LOWRY	
COLLEEN MAKOSKY	
LINDA MARA	
CHRIS MITCHELL	
JUDY MITCHELL	
RUTH MYLES	
KILEY NYGREN	
JOSH OPENSHAW	
GEORGE ORSULA	
DEAN OVERMILLER	
PEDRO PELLEGRION	
SAMVIT PISAL	
KATIE ROCKLIN	
MEILI STANTEN	
WILLIAM STEVENSON	
RAIYA SULIMAN	
REGINA TODD	
TOM TONGE	
CHRIS TOTA	
TANIA WARD	
ROB WILLIAMS	
SAMANTHA WILLIAMS	
CONNIE WOOLCOCK	
SEPAHRAD ZAMANI	

### ANIMAL INSPECTOR/CONTROL OFFICER

PAUL WILLARD	(yearly)
ANN BAMFORD, Assistant & Poundkeeper	

### ATHLETIC FIELD PLANNING COMMITTEE

<b>Sub-committee of the Park &amp; Recreation Commission</b>	(Ad-Hoc)
DAN DALEY	
JOE REYNOLDS, Park & Rec Rep.	
SHARLENE CRONIN, School Committee Rep.	
ED FRACKIEWICZ & KEITH BILAFER, HAA	
STU SKLAR, Select Board Rep.	
ABIGAIL BESSE	

### BARE HILL POND WATERSHED MANAGEMENT COMMITTEE

BRUCE LEICHER, Chair	(3 years) (7)
PETER VON LOESECKE	2021
BRIAN MCCLAIN	2022
MEGAN GLEW	2020
PABLO CARBONELL	2022
vacant	2020
vacant	2022
vacant (student member)	yearly

### BOARD OF ASSESSORS

DAVID MANZELLO	(3 years) (1)
	2022

### BOARD OF HEALTH

THOMAS PHILIPPOU, Chair	(3 years) (3)
SHARON MCCARTHY	2020
LIBBY LEVISON	2021
	2022

### BROADBAND COMMITTEE

NOYAN KINAYMAN, Chair	(2 years) (7)
RICHARD JENSON	2020
JIM DOWSON	
MATTHEW CAULFIELD	
OLIVIER BEAUCHEMIN	
2 vacancies	

### BURIAL OFFICER

EDWARD DENMARK, Police Chief	(yearly)
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### 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

TED MAXANT, Chair	(3 years) (3)
JOHN LEE	2021
BRUCE DOLIMOUNT	2020
	2022

### COMMUNITY CABLE ACCESS COMMITTEE

NICK BROWSE, Chair	(3 years) (5)
AMY BASSAGE	2020
BILL JOHNSON	2021
CHRIS JONES	2020
ROBERT CURRAN	2021
HRISTINA TASHEVA, Station Operations	2022
	(yearly)

# APPOINTED TOWN OFFICIALS

<b>COMMUNITY PRESERVATION COMMITTEE</b>		(3 years)	<b>ELECTION OFFICIALS</b>	(yearly)
(4 appointed for 3 years/5 appointed by boards for 1 year)			<b>DEMOCRATIC</b>	
DIDI CHADRAN, Chair	2022		ABBE ALPERT	
JOHN LEE	2020		MEG BAGDONAS	
MICHELLE CATALINA	2021		AUDREY BALL	
ELIZABETH WILLIAMS	2020		SYDNEY BLACKWELL	
KRISTIN KELLEY-MUNOZ, appt. Planning Board	yearly		DENNIS BRADLEY	
JOANNE WARD, appt. Conservation Comm	yearly		JOANNE HELHOWSKI	
DOUG THORNTON, appt. Park & Rec	yearly		GUY HERMANN	
PAM MARSTON, appt. Historical Commission	yearly		DEBBIE KAEGBEIN	
FRAN NICKERSON, Municipal Affordable Housing Tr.	yearly		BARBARA KEMP	
			JOE SCHMIDT	
			MARC SEVIGNY	
<b>CONSERVATION COMMISSION</b>	(3 years) (7)		<b>REPUBLICAN</b>	
DONALD RITCHIE, Chair	2022		NANCY CRONIN	
JIM BURNS	2020		STEVEN CRONIN	
MARK SHAW	2020		JAMES DE ZUTTER	
JOANNE WARD	2021		ROBERT HUGHES	
MARGARET SISSON	2022		MARY JARVIS	
PAUL WILLARD	2021		FRANCES MAIORE	
JANET WALDRON	2020		JANET WILHELM	
vacant (associate member)	(yearly)		PETER WARREN	
			<b>UNENROLLED</b>	
<b>CONSTABLE</b>	(3 years)		DUANE BARBER	
GREG NEWMAN	2020		CARY BROWSE	
			ANTON CHERNOFF	
<b>COUNCIL ON AGING</b>	(3 years) (9)		PETTY CHERNOFF	
ELIZABETH WILLIAMS, Chair	2021		LISA DAGDIGIAN	
FRANCES MAIORE	2022		SUSAN HOLCOMB	
BRUCE DOLIMOUNT	2020		STEVE NIGZUS	
CARL SCIPLE	2020		SUSAN REEDICH	
CHESTER HOOPER	2022			
GUY OLIVIA	2021		<b>ELM COMMISSION</b>	(2 years)
LYNN MUSTO-PESA	2021		BILL CALDERWOOD, Chair	2020
CAROL TONGE	2020		MATTHEW SHEILDS	2021
CATHY WALKER	2022		MARIO CARDENAS	2020
CONNIE LARRABEE, Alternate	(yearly)		vacant	2021
DEBBIE THOMPSON, Senior Services Director	(yearly)		J.C. FERGUSON, Tree Warden	(yearly)
LISA ROSEN, Administrative Assistant	(yearly)			
JENNIFER SCHOENBERG, Program Coordinator	(yearly)		<b>EMERGENCY PROGRAM DIRECTOR</b>	(yearly)
MARIA HOLLAND, Outreach Coordinators	(yearly)		RICHARD SICARD, Fire Chief	
CHARLOTTE WINCHELL, Outreach Coordinator	(yearly)			
			<b>ENERGY ADVISORY COMMITTEE</b>	(yearly)
<b>CULTURAL COUNCIL</b>	(3 years) (9)		BRIAN SMITH, Chair	
DAVE MCLELLAN(2), Acting Chair	2022		DAVID FAY	
MAREN CAULFIELD (2)	2021		PAUL GREEN	
FAITH CROSS (1)	2021		FORREST HODGKINS	
ROXANNE DALEO (2)	2022		ELLEN LEICHER, Associate member	
JARED WOLLASTON (1)	2022		vacant (associate member)	
vacant	2021		vacant, (student member)	
2 vacancies	2020			
vacant (student member)	(yearly)		<b>FENCE VIEWERS</b>	(yearly)
			RON RICCI, MARIE SOBALVARRO, KEN SWANTON	
<b>DEVENS ENTERPRISE COMMISSION</b>	(Governor appoints)		<b>FIELD DRIVER</b>	(yearly)
DUNCAN CHAPMAN	TBD		EDWARD DENMARK, Police Chief	
JAMES DEZUTTER	TBD			
ERIC STOLTZFUS, Alternate member	(yearly)			
			<b>FINANCE COMMITTEE</b>	(3 years) (7)
<b>DEER MANAGEMENT</b>			DON LUDWIG, Chair	2020
<b>Sub-Committee of the Conservation Commission</b>	(2 years) (5)		JOHN SEELEY	2021
ROBERT DOUGLAS, Chair	2021		JENNIFER FINCH	2021
PAUL WILLARD, Con Com Rep.	2021		RAYMOND MARCHICA	2022
TOM COTTON, Harvard Cons. Trust Rep.	2021		MARK BUELL	2022
JASON COLE	2021		RICHARD FELLOWS	2020
BEN URQUHART	2021		SIKO SIKOCHI	2020
			2 vacancies (associate members)	(yearly)
<b>ELDERLY &amp; DISABLED TAXATION AID COMMITTEE</b>	(yearly)		<b>FINANCE DEPARTMENT</b>	
LINDSAY AMES, TREASURER/COLLECTOR			LORI BOLASEVICH, Finance Director	
DEBBIE THOMPSON, COA Director			CATHERINE BOWEN, Accounting Clerk	(yearly)
BARBARA KEMP			LINDSAY AMES, Treasurer/Tax Collector	(yearly)
ANN TAYLOR			AMANDA FAVREAU, Assistant Treasurer/Tax Collector	(yearly)
MARIE SOBALVARRO			CAROL DEARBORN, Assistant Assessor	(yearly)
vacant			SUE WILCOX, Receptionist	(yearly)

## APPOINTED TOWN OFFICIALS

<b>FIRE DEPARTMENT</b> RICHARD SICARD, Fire Chief/Forest Fire Warden	(yearly)	<b>LAND STEWARDSHIP COMMITTEE</b> <b>Sub-Committee of the Conservation Commission</b> WENDY SISSON, Chair, Con Com Rep.	2022
<b>FOURTH OF JULY COMMITTEE</b> ANNE HENTZ, Chair CHRISTOPHER CHALIFOUX vacant	(yearly)	PAM DURRANT PETER VON CONTA BRIAN MCCLAIN JIM ADELSON JIM BURNS, Con Com Rep. SYDNEY BLACKWELL	2020 2021 2020 2021 2022 2022
<b>HARBORMASTER</b> BOB O'SHEA	(yearly)	<b>LIBRARY DEPARTMENT</b>	(yearly)
<b>HARVARD DEVENS JURISDICTION COMMITTEE</b> (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		MARY WILSON, Director AUDREY ALENSON LISA GAGNON JENNIFER MACMILLAN CATHERINE CHAISSON MEGAN BALBRESKY CONSTANCE MCCORMACK JILL HAYES ABIGAIL KINGSBURY SUSAN ANDREWS JENNIFER HOLMES CELESTE KOZLOWSKI	
<b>HAZARDOUS WASTE COORDINATOR</b> RICHARD SICARD, Fire Chief	(yearly)	<b>MART ADVISORY BOARD</b> vacant	(yearly)
<b>HILDRETH HOUSE PHASE II</b> <b>Sub-Committee of the Council on Aging</b> GUY OLIVIA, Chair CONNIE LARRABEE SHARON BRIGGS CARL SCIPLE BETH WILLIAMS DEBBIE THOMPSON, COA Director	(Ad-Hoc)	<b>MBTA ADVISORY COMMITTEE</b> vacant	(yearly)
<b>HISTORICAL COMMISSION</b> PAMELA MARSTON, Chair GEORGE TRIANTARIS EMANUEL LINDO (AIA) DAVID VANNICOLA STEVE NIGZUS (BD OF REALTORS) RICHARD CABELUS(Pl. Bd.) vacant 2 vacant ( alternate members)	(3 years) (7) 2020 2022 2021 2021 2022 2020 2022 (yearly)	<b>MINUTEMAN HOME CORP. REP.</b> vacant <b>MONT. REGIONAL PLANNING COM.</b> Planning Board appointee RICH MAIORE, Select Board. appointee <b>MONT. VOC. TECH. REP.</b> AMY MORTON	(yearly) (yearly) (yearly) (yearly) (yearly)
<b>HOUSING @ HILDRETH HOUSE COMM.</b> RICK MAIORE, Chair HENRY FITEK CARL SCIPLE LUCY WALLACE VICTOR NORMAND PABLO CARBONELL FRANCES NICKERSON	(Ad-Hoc)	<b>MUNICIPAL AFFORDABLE HOUSING TRUST</b> MICHAEL BARTON, Chair PAUL CHIOU ALICE VON LOESECKE FRANCES NICKERSON 3 vacancies	(2 years) (7) 2021 2021 2021 2021
<b>INSPECTIONAL SERVICES</b> GABRIEL VELLANTE, Building Commissioner/Zoning Officer 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	(yearly)	<b>OLD LIBRARY ACCESSIBILITY COMMITTEE</b> <b>Sub-Committee of the Select Board</b> LUCY WALLACE WENDY COTE-MAGAN MARK MIKITARIAN CHRIS CUTLER KEN SWANTON PETER JACKSON	(Ad-Hoc)
<b>KEEPER OF THE LOCKUP</b> EDWARD DENMARK	(yearly)	<b>PARK &amp; RECREATION COMMISSION</b> DOUG THORNTON, Chair MICHELLE LAURIA JOSEPH REYNOLDS STEVEN VICTORSON vacant	(3 years) (5) 2021 2020 2021 2020 2020
		<b>PERMANENT BUILDING COMMITTEE</b> CINDY RUSSO, Chair PABLO CARBONELL COREY DUFRESNE RICHARD MAIORE STEVE MOESER GUY HERMANN vacant	(3 years) (7) 2020 2021 2021 2022 2020 2022 2021

## APPOINTED TOWN OFFICIALS

### PERSONNEL BOARD

VICTOR NORMAND, Chair  
 DIANA HARTE  
 STU SKLAR, Select Board Rep.  
 DON LUDWIG, Fin Com Rep.  
 LIZ ALLARD, Employee Rep.

(3 years) (5)  
 2020  
 2022  
 (yearly)  
 (yearly)  
 (yearly)

### PLANNING BOARD

ERIN MCBEE, Chair  
 JUSTIN BROWN  
 STACIA DONAHUE  
 FRANCES NICKERSON  
 R. JARRETT RUSHMORE  
**Community Resilience Working Group**  
 STACIA DONAHUE, Planning Board Rep.  
 LUCY WALLACE, Select Board Rep.  
 PETER KELLY-JOSEPH, Energy Advisory Com.  
 SHARON MCCARTHY, Board of Health  
 PATRICIA NATOLI, Public Safety Rep.  
 TIM KILHART, DPW Director  
 JAYE WALDRON, Conservation Commission Rep.  
 CHRISTIANA TURNHEIM, Agricultural Committee Rep.  
 ELIZABETH TOLL, Bromfield Green Team  
 RON OSTBERG, Citizen at Large  
 DAVID OUTMAN, Citizen at Large  
 ELLEN LEICHER, Citizen at Large

(3 years) (5)  
 2020  
 2022  
 2021  
 2021  
 2020

### POLICE DEPARTMENT

EDWARD DENMARK, Chief / Communications Director  
 JAMES BABU, Sergeant  
 MATTHEW CALLAHAN, Sergeant  
 PATRICIA ROUVEL, Administrative Assistant  
 PATRICIA NATOLI, Administrative Assistant

2021  
 2021  
 (yearly)  
 (yearly)

### POLICE OFFICERS

Terms: (Officers - 3 yrs if >5 yrs or < 5 - yearly)  
 SCOTT HUGHES  
 DANIELE FORTUNADO  
 CHARLES GENETTI  
 TIMOTHY MINER

2021  
 2021  
 2022  
 2022

### RESERVE POLICE OFFICERS

NATHAN BOWOLICK  
 JOHN DRISTILARIS  
 EDWARD COFFIN  
 NIKKI FAHLBECK  
 JASON SMITH  
 JOHN COATES  
 TIMOTHY SCHAEFFER

(yearly)

### PUBLIC WORKS DEPARTMENT

TIMOTHY KILHART, DPW Director  
 RONALD GILBERT, Foreman  
 NICKOLAS AMMESMAKI  
 BENJAMIN GILBERT  
 LARRY ALLARD  
 JASON FISHER  
 ANDREW BERNHARDT  
 CRAIG TILIKKALA  
 SAM STACY  
 JOSEPH MILLER  
 HENRY DENTINO  
 ROBERT TREMBLAY, Mechanic  
 ALFRED COZZOLINO, Transfer Station  
 PAT PESA, Transfer Station

(yearly)

### REGISTRARS OF VOTERS

JACQUELINE NORMAND  
 BARBARA WEISS  
 ROSEMARY THERIAULT  
 MARLENE KENNEY, Town Clerk

(3 years) (4)  
 2021  
 2022  
 2021

### SELECTMEN'S OFFICE

TIMOTHY BRAGAN, Town Administrator  
 MARIE SOBALVARRO  
 Assistnat Town Administrator/Human Resource Director  
 JULIE DOUCET, Executive Assistant

(yearly)  
 (yearly)

### SEWER & WATER COMMISSION

CINDY RUSSO, Chair  
 RICHARD MAIORE  
 KYLE HEDRICK

(3 years) (3)  
 2022  
 2020  
 2021

### TOWN COUNSEL

MARK LANZA

(yearly)

### TOWN CUSTODIAN

ED STOFFEL

(yearly)

### TRANSFER STATION COMMITTEE

THOMAS PHILIPPOU, Board of Health Rep., Chair  
 LIBBY LEVISON, Board of Health Rep.  
 TIM KILHART, DPW Director  
 STUART SKLAR, Select Board Rep.  
 RICH MAIORE, Select Board Rep.

(Ad-Hoc)

### TREE WARDEN

JC FERGUSON

(yearly)

### VETERANS' SERVICES AGENT

MIKE DETILLION

(yearly)

### WAR MONUMENT RESTORATION COMM.

JON SCHOENBERG, Chair  
 DAVID VANNICOLA  
 JOHN LEE  
 PATRICIA JENNINGS  
 STEVEN CRONIN  
 TIMOTHY SCHMOYER  
 STU SKLAR, Select Board Rep.

(Ad-Hoc)

### ZONING BOARD OF APPEALS

CHRISTOPHER TRACEY, Chair  
 STEVE MOESER  
 TED MAXANT

(3 years) (3)  
 2021  
 2020  
 2022  
 (yearly)

### *Associates*

MICHAEL LAWTON  
 ORVILLE DODSON

### 495 METROWEST PARTNERSHIP REP.

DUNCAN CHAPMAN

(yearly)

# GENERAL GOVERNMENT

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## SELECT BOARD

In the spring of 2019, the voters reelected Stu Sklar and Alice von Loesecke to the Select Board. At the Board's annual organizational meeting shortly thereafter, the Board elected Alice von Loesecke Chair, Rich Maiore Vice Chair, and Kara Minar Clerk.

This year, the Select Board (SB) decided at their summer 2019 strategic planning session to focus on fewer, but more actionable goals. The Board also decided its activities in FY20 would be guided by the following framework:

- Follow the Town's Charter and the Master Plan as guidance in acting as the Town's executive board;
- Provide policies that will enable the Town and its boards to best serve the community and maintain natural and physical resources, while maintaining fiscal responsibility to the taxpayer;
- Work with the appropriate boards and committees to develop a long-term view of capital investment and economic development; and
- Provide support to further open space needs, recreation, conservation, housing diversity, and economic development.

Taking this view to heart, the Board set its FY20 goals in five key areas:

- progressing on actions outlined in the Master Plan;
- addressing the fiscal needs of taxpayers;
- supporting long-term economic development and housing diversity;
- maintaining open space and recreation areas; and
- focusing on specific operating issues.

## The Master Plan



The Board wanted to make as much progress as possible on items in the Master Plan that were under its purview, and assist other Town boards and committees with their areas of focus.

The Board completed a number of these items, including hiring a new Building Commissioner/Facilities Manager, upgrading Town technology and computers, developing an IT disaster recovery plan at Town Hall, completing a full assessment of the conditions and maintenance needs for municipal buildings, and establishing a permanent building committee.

For longer term projects, we contributed to the goal of increasing green energy use by completing a town-wide electricity aggregation contract with Dynergy Energy Services which will provide electricity powered by wind generation.

## Devens

The Harvard-Devens Jurisdiction Committee broadened its efforts by reaching out to Ayer, Shirley, MassDevelopment, and the Devens Regional Enterprise Commission to initiate a multi-stakeholder conversation on resolution of Devens local governance. MassDevelopment suggested the creation of an oversight committee, the Devens Jurisdiction Framework Committee, to coordinate these efforts. While the Harvard focus, as directed by a referendum in 2017, is to investigate the impacts, and costs and benefits of resuming jurisdiction of the historic Harvard portion of Devens, this regional approach will facilitate the development by the five stakeholders of a proposal to submit to the Legislature which will recommend the final local governance of Devens.

## GENERAL GOVERNMENT

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Select Board members Stu Sklar and Lucy Wallace are all smiles at the Town Caucus.

### The Fiscal Needs of Taxpayers

Pursuant to the amendment to portions of the newly adopted Town Charter, which were approved by the 2019 Annual Town Meeting, the management and detailed analysis of the annual Town budget was returned to the Finance Committee. This allowed the Select Board to focus on long term financial issues, investments & liabilities, while retaining strategic oversight of the budget.



All Boards Meeting held in the Town Hall Meeting Room.

*Omnibus Budget.* The long-term challenge we continue to face is providing quality services and education to the Town, enhancing services as needed, but working within the 2.5% tax increase each year allowed by State Law. This is especially difficult given that the largest component of the budget (personnel and benefits) is increasing at a much higher annual rate than 2.5%. Higher local revenues driven by new construction, auto excise tax receipts, and meals tax receipts have been helpful in the past few years in boosting total revenue growth to slightly over 3% each year. In addition, prudent fiscal management and the significant contributions from the Devens Fund have allowed us to avoid an override for 12 years.

Still, the trends are not in our favor. In 2020, the Board worked with the Finance Committee, Town and School administrators to eliminate an approximate \$600,000 budget deficit without greatly reducing services. As the budget for Fiscal Year 2021 developed, an initial \$830,000 deficit was reduced to around \$320,000, by enacting numerous cuts and using additional revenue. In order to have the mandatory balanced budget, the Board will be proposing to fund this deficit through a general operating override to be approved at the spring 2020 Town Elections.

*Capital Projects and Debt.* The Town was extremely fortunate to have been able to fund the new Hildreth Elementary School debt with very favorable terms, resulting in lower cost to taxpayers. However, the Board was mindful of the significant level of debt the Town will be carrying with the new school. The Board was also mindful that there were several major capital projects, such as the Fire Station and DPW Facility, that would need funding in the next 5 to 10 years. The Board determined, therefore, that it was necessary to take a long-term view of these capital projects and, working with the Capital Planning and Investment Committee assessed their timing and scope.

# GENERAL GOVERNMENT

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We also approved a Town debt policy developed by the Finance Director and the Finance Committee that outlines approved debt levels, which projects are to be funded by debt, and how debt is to be structured. All of these steps improve our standing with ratings agencies and should help maintain our AAA status.

Going forward, the Board will be analyzing prospects for the Bromfield House, which is now under our purview. With the district offices moving to the new elementary school in the spring of 2021, a decision will be necessary for the future of the Bromfield House structure and surrounding property.

## **Long-Term Economic Development and Housing Diversity**

Given the tight boundaries of our budget, the need for additional new revenue is ever clearer. Our Commercial District along Ayer Road is underdeveloped and in need of a thoughtful redevelopment plan and water/sewer infrastructure analysis. In 2020, Chris Ryan, Director of Community and Economic Development, and the Planning Board will coordinate a study of development opportunities. In addition, Tim Kilhart, DPW Director, will be overseeing a study of improvements to Ayer Road within the Commercial District to address traffic and safety issues

Additionally, the Town needs a greater level of housing diversity to provide attractive homes for the young families who energize Harvard's future, and for Harvard senior citizens who want to downsize without moving out of town. We are working with the Director of Community and Economic Development and the Planning Board to support their efforts to improve zoning that will encourage this diversity.

## **Open Space and Recreation**

Based on citizens' requests, the Board created an Open Space Committee to actively monitor and search for open lands that may become available that would be suitable for possible conservation recreation, both active and passive. A Playing Fields Committee was also created to assess field usage and maintenance issues. The goal for this 2-year process is to develop a full assessment of required repairs, maintenance plan, private fundraising, and potential needed capital investment.

## **Operating, Communicating, and Other Issues**

The Select Board always tries to set policies that will improve the Town's operations. For example, this year the transfer station hours were extended to better accommodate working people and families. In addition, a complete review of all fees is underway to ensure they are in line with rates in nearby communities. Any increases will help enable departments financed via fees to be more self-sustaining.



Select Board member Kara Minar joins CoA Director Debbie Thompson and Co-CoA Chair Beth Williams at their annual volunteer luncheon.

# GENERAL GOVERNMENT

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To improve communication with residents and other committees, the agenda and all documents included in the Select Board meeting packets are now posted on the website, before the meeting so they may be accessed. Public notices are first posted on the Town website, but, in certain urgent instances announcements are made on NextDoor Harvard. The Town also has the ability to automatically send alerts and announcements to residents who so request by signing up for them on the Town website. Alerts and announcements can be tailored to specific committees, so that you receive agendas, minutes, and announcements so that you receive only what is of interest to you.

Lastly, the Board did its best when leading through the many (un)anticipated controversies we faced this year as we pursued new programs and initiatives: the SMART program at the transfer station; new Town Center sidewalks; and a host agreement with a marijuana establishment.

In controversial situations like these, it is guaranteed that the solution adopted by the Board will leave some portion of the Town satisfied and another portion not satisfied. Sometimes, but not often, the Board is also divided in their final opinion. That is the hallmark of democracy.

Along the way, we value and listen to all input and take it into account in our decisions. Arriving at an outcome that does not agree with an opinion you as a citizen or a group of citizens may have expressed does not mean that the Board did not listen to you. It simply means that after taking all the varied opinions, laws, and often financial matters into account, what the Board views as the best approach for the entire Town may not agree with your view. Our hope is that you remain involved and encourage others to do the same.

Finally, the Board would like to acknowledge the exceptional professionalism of our Town employees. They assure the daily delivery of services to residents and businesses alike. In addition, the Board would like to acknowledge and thank the many volunteers who serve on boards and committees, as well as the call Fire Department and Ambulance Service. Harvard is indebted to them all.

Respectfully submitted,

Alice von Loesecke, Chair

Rich Maiore, Vice Chair

Kara Minar, Clerk

Stuart Sklar

Lucy Wallace



Select Board Chair  
Alice von Loesecke signs nomination  
papers at the Town Caucus.

# GENERAL GOVERNMENT

## TOWN ASSESSOR

The Town Assessor 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 1<sup>st</sup> preceding each fiscal year. The Registry of Motor Vehicles is responsible for motor vehicle valuations and supplies the data for excise bills.

2019 saw several changes in the Assessing office. The town voted in 2018 at the annual town meeting to petition the legislature to allow a single Town Assessor to replace the Board of Assessors. This petition was approved by the Legislature and signed by the Governor in January of 2019, and David Manzello was appointed the Town Assessor shortly thereafter. Michael J. Saltsman was also brought on as our Associate Regional 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](mailto:assessingdept@harvard.ma.us). Office hours are Monday – Thursday 8:00AM to 4:30PM. Additional information is available through the town website.

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/>.

Respectfully submitted by the Town Assessor:

David Manzello, Town Assessor  
Carol Dearborn, Assistant Assessor  
Regional Resource Group (RRG) Staff:  
Harald M. Scheid, Regional Tax Assessor  
Michael J. Saltsman, Associate Regional Tax Assessor

## Fiscal Year 2019 Abstract of Assessments

Property Class Code/Description	Accts	Class Valuation	Avg. Value
012 – 043 Mixed Use Properties	10	\$4,014,200	\$401,420
101 Residential Single Family	1,688	\$1,062,997,580	\$629,738
102 Residential Condominiums	128	\$40,049,000	\$312,883
104 Residential Two Family	21	\$13,633,000	\$649,190
105 Residential Three Family	2	\$905,100	\$452,550
Miscellaneous Residential	26	\$21,330,700	\$820,412
111 – 125 Apartments	4	\$6,139,500	\$1,534,875
130 – 132, 106 Vacant Land	251	\$22,652,500	\$90,249
300 – 393 Commercial	50	\$32,536,200	\$650,724
400 – 452 Industrial	16	\$2,500,200	\$156,263
501 – 550 Personal Property	64	\$14,877,621	\$232,463
600 – 821 Chapter 61, 61A, 61B	167	\$3,613,400	\$21,637
TOTALS	2,427	\$1,225,249,001	

## Fiscal 2019 Assessments and Revenues by Major Property Class

Property Class	Levy Percent	Valuation by Class	Tax Rate	Tax Levy
Residential	95.4976	\$1,170,083,730	17.42	\$20,382,858.58
Open Space	-0-	-0-	17.42	-0-
Commercial	3.0841	\$37,787,450	17.42	\$658,257.38
Industrial	0.2041	\$2,500,200	17.42	\$43,553.48
Personal Property	1.2142	\$14,877,621	17.42	\$259,168.16
TOTALS	100.0000	\$1,225,249,001		\$21,343,837.60

## Valuation and Tax History

Fiscal Year	Tax Rate	Total Valuation	Accounts	Tax Levy	Change
2019	17.42	\$1,225,249,001	2,427	\$21,343,837.60	2.27%
2018	17.15	\$1,216,914,789	2,418	\$20,870,088.64	5.10%
2017	18.10	\$1,097,141,087	2,421	\$19,858,253.68	1.74%
2016	18.05	\$1,081,403,326	2,428	\$19,519,330.04	3.21%
2015	17.79	\$1,063,093,393	2,424	\$18,912,431.46	4.39%

## New Growth Revenue

Fiscal Year	Added Valuation	Tax Rate	New Revenues	Change
2019	10,586,362	17.15	181,556	14.33%
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%

# GENERAL GOVERNMENT

## COMMUNITY CABLE ACCESS COMMITTEE

2019 was a transitional year for Harvard Cable TV. We have a capable new Station Manager, and brought our Operations Manager to full time. We're doing more with the schools, and increasing our coverage of Town government and community groups. And we continue working toward the goals set out in our 10 year strategic plan.

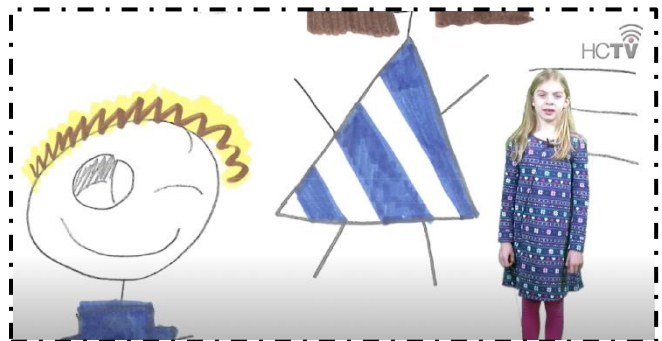
Our primary focus continues to be on expanding local content production, bringing new shows and events to the Harvard community through cable broadcast, and through HCTV's streaming website (<http://www.harvardcabletv.com>). **In 2019, HCTV created over 185 original programs**, surpassing our 2018 total and all previous years of HCTV operation. On the equipment side, we purchased a new laptop for video editing and a dimmable led lighting system for the studio. On the operations end, we continued to build awareness of our online presence through social media, trained additional town committees and boards on self-recording, and covered away sports games.

HCTV worked very aggressively in 2019 to not only increase the number of locally produced programs, but also expand the types of programming and events covered. Locally produced programs in 2019 included offerings from the Historical Society, the Public Library, the Fruitlands Museum, the Lions Club, the Council on Aging, Fivesparks, the Loaves and Fishes Food Pantry and more. HCTV broadcast author talks, concerts, historical presentations, social, political, and safety forums, fairs and festivals, sports games, and holiday celebrations. HCTV covered a Fraud Prevention Talk educating attendees on scams actively being used to target seniors.



The Lions Club annual Fall Festival was covered again in 2019 and offerings from the Unitarian Church, two Christmas Pageants and a Messiah Oratorio, were included as well.

HCTV's integration with Harvard Public School curriculum and activities continues to expand. In Hildreth Elementary School, curriculum integration was achieved by producing videos with students.



Projects included a Weather Report, Poetry Readings, Commercials, PSAs, Presentations, and more. In addition to the Bromfield Video Production Course, which has 3 separate classes, HCTV has contributed to curriculum in other courses including Public Speaking and Drama. Additionally, HPS events such as the HES Beam Signing and Topping off Ceremony, the middle and high school winter concerts, and the Bromfield School Graduation were covered.

## GENERAL GOVERNMENT

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HCTV strives to highlight Harvard's accomplishments whenever possible. Coverage of the returning State Champion Bromfield Boys Soccer team was a priority and Hakan Sahin was able to document the entire season for later broadcast on HCTV. We are looking forward to chronicling the season again in 2020.

As always, HCTV makes the studio available to the town's residents and employees to create their own programs. Council on Aging Director, Debbie Thompson and volunteer Heidi Siegrist, hosted monthly episodes of Senior Spotlight throughout 2019, sharing information and events relevant to local seniors.



Additionally, Bromfield students have reached out to HCTV and utilized the studio and equipment for projects beyond our efforts working directly with teachers. We are excited to be assisting residents and employees with their independent programs and projects and look forward to further expansion on this side of operations.

HCTV faces challenges in 2020 and beyond, as our ambitious goals for growth are countered with the downturn in resident cable TV subscriptions, our main source of funding. HCTV has experienced 4 straight quarters of declining Charter subscriptions and anticipates this trend to continue.

With this decline, HCTV has been working hard to reduce costs and identify new revenue sources, while still improving services to Harvard residents.

We were very fortunate this year to have received financial support for our expanding work with HPS students from the School Committee, the Harvard PTO, and the Further

Forward Foundation. We look ahead to increased funding from the Schools, support from the Select Board budget for staff benefits, and additional grants.

All of HCTV's accomplishments, from public meeting coverage, HPS school integration, event coverage, and services to the town and its residents would not be possible without the entire HCTV team. HCTV staff include Station Manager Brittany Blaney-Anderson, Operations Manager Hristina Tasheva, and HCTV's part-time employees, residents Bill Blackwell, Brint Ferguson, Judy Wong, William Hopper, and Kaia Bishop. We are grateful for their dedication and accomplishments.

We want to particularly recognize the impactful work of retiring HCTV employee Brint Ferguson. Brint has been an instrumental part of HCTV's operations and growth for the past 15 years. He has contributed greatly to bringing original programming to HCTV viewers. We wish Brint the absolute best; we will miss him!

Respectfully submitted,

Nick Browse, Chair  
Robert Curran, Vice-Chair  
Bill Johnson, Treasurer  
Chris Jones, Secretary  
Amy Bassage

# GENERAL GOVERNMENT

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## COMMUNITY PRESERVATION COMMITTEE

The Town of Harvard adopted the provisions of the Community Preservation Act (CPA) in 2001, allowing our community to enjoy distributions from a trust fund established by the Commonwealth of Massachusetts. The Commonwealth allocates these funds in the form of a match of up to 100% of dollars collected via a property tax surcharge of up to 3% by participating towns and cities. (At the time of adoption, Harvard voted a surcharge of 1.1%, which remains unchanged to date.) 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.

Between its inception and the end of fiscal 2020, Harvard has raised over \$4.0 million under the program, including more than \$2.7 million raised locally. The Commonwealth's fund declined in value from FY2017 to FY2019, for two reasons. First, the fee structure at statewide Registries of Deeds had remain unchanged since 2001. Second, the number of participating CPA communities grew steadily over that time period. As a result, Harvard saw its State match decline from a high of 100% in 2001 to 29.7% in FY2017 and then to 15% in FY2019.

Legislation passed in the FY2020 State budget, however, increased the recording fees at the Registries of Deeds. The nonprofit Community Preservation Coalition estimates that this change will bring in approximately \$60 million – as compared to the roughly \$24 million realized in recent years – to the CPA Trust Fund each year. (These are Coalition estimates; the Department of Revenue will provide an official estimate in Spring 2020.)

State matches will reflect this increase in funding beginning in FY2022. The Committee believes that this increase will help Harvard substantially in future years, given that the total grant monies requested for qualified projects frequently exceed available funds. Moreover, there was an additional one-time infusion of \$20 million from the consolidated net surplus made available to the CPA Trust Fund for FY2021. With this additional funding infusion, the current State match level totals 23.9%.

### Activities of the Community Preservation Committee

At the 2019 Annual Town Meeting, the Committee voted to recommend CPA funding for a total of five projects. The approved projects for FY19 were:

- \$40,000 from FY2020 Community Preservation Fund unspecified reserves to the Select Board to preserve and restore the roof and gutters of the Old Library Building, and/or to perform associated structural analysis,
- \$25,635 from FY2020 Community Preservation Fund historic reserves to the Town Clerk for the preservation of historic town documents,
- \$46,368 from FY2020 Community Preservation Fund Affordable Housing Reserves and \$27,321 from Community Preservation Fund unspecified reserves to the Municipal Affordable Housing Trust Fund,
- \$125,000 from FY2020 Community Preservation Fund unspecified reserves, to be deposited by the Conservation Commission to the Conservation Fund,
- \$50,000 from the FY2020 Community Preservation Fund unspecified reserves for payment of debt for the renovation of Town Hall,

# GENERAL GOVERNMENT

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- \$15,000 from the FY2020 Community Preservation Fund unspecified reserves for the installation of a self-service key management system for boats, life jackets and paddles at Town Beach,
- \$2,500 from FY2020 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 \$331,824.

## **FY2021 Applications**

During 2019, the CPC received six applications for consideration for FY2021 funding, as listed below:

- \$500,000 (over two years) from the Conservation Commission and the Community Harvest Project for the purchase of an Agricultural Preservation Restriction on a 70-acre parcel at 115 Prospect Hill Road,
- \$200,000 from the Conservation Commission to infuse the Conservation Fund,
- \$110,000 from the Harvard Public School District for resurfacing the tennis courts and conducting an engineering study to determine the feasibility of fully renovating and expanding them,
- \$89,200 from the Historical Commission for the restoration of the remaining section of the Bromfield Stone Wall,
- \$24,700 from the Fire Department for the preservation of historic fire records,
- \$25,000 from the Town Clerk for the preservation of historic town documents,

As with fiscal year 2020, 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 \$50,000 from unspecified reserves to service the bond for Town Hall historic renovation.

The recommendations of the CPC will be included in the 2020 Annual Town Meeting Finance Committee Report Recommendations and Warrant Articles.

Finally, the CPC once again extended invitations to peer town organizations to share their multi-year visions with us, as part of an effort to increase transparency, break through committee silos, and manage CPA monies more strategically, rather than transactionally. We continue to maintain close ties with the Select Board and the Finance Committee to coordinate funding across the broad range of programs and initiatives intended to maximize the quality of life in the Harvard community.

Respectfully submitted,

Didi Chadran, Appointed, Chairman

John Lee, Appointed, Treasurer

Beth Williams, Appointed, Secretary

Michelle Catalina, Appointed

Erin McBee, Planning Board Rep.

Pam Marston, Historical Commission Rep.

Joanne Ward, Conservation Commission Rep.

Fran Nickerson, Municipal Affordable Housing Trust Rep.

Doug Thornton, Park & Recreation Commission Rep.

# 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 2019 Annual Report can be found under Annual Reports 2019:

<http://www.devensec.com/meetings.html>

Respectfully submitted by Harvard's  
DEC Commissioners:

James E. DeZutter III

Duncan Chapman

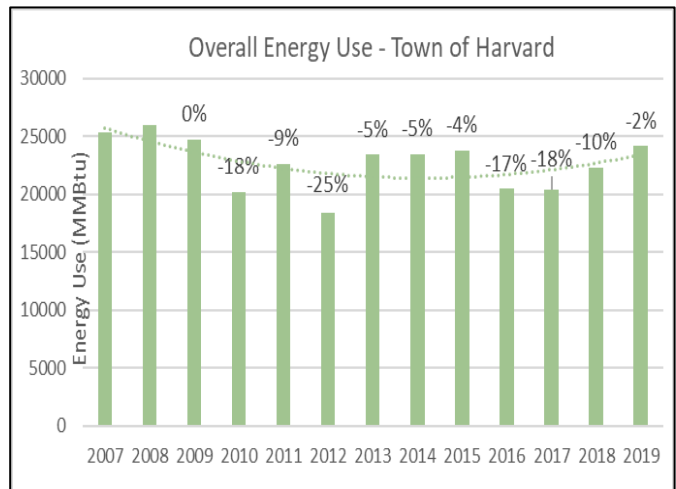
## ENERGY ADVISORY COMMITTEE

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 2019 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. FY19 usage is down 2% (down 10.5% weather normalized) vs. FY09.
- Updated Town energy usage and costs for electricity, heating oil, natural gas and vehicle fuel using the MassEnergyInsight software. See graph below for actual energy use since FY07.



## Energy Reduction Projects

HEAC received a 2019 Green Community Grant of \$151,009 for the following projects:

- Bromfield School - Lighting LED Retrofit in Support Areas
- Library – Lighting LED Retrofit
- Building Operator Certification for Town Employee

## Other Projects/Initiatives

- Community Choice Aggregation - for Community electric supply. The MA Department of Public Utilities approved the Aggregation Plan on July 22, 2019. The broker, Colonial Power Group, solicited bids and received excellent rates for the 100% renewable wind energy option which HEAC proposed as the default plan, approved by the Select Board on 8/27/19. The many years of effort resulted in a very significant impact for the Harvard community:
  - Residents that adopted the 100% renewable plan will reduce their annual per-capita greenhouse gas contribution by approximately one ton.

# GENERAL GOVERNMENT

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- Residents saved an average of ~\$100/year vs. the NGRID rates.
- The “opt out” rate of ~6% of households is low compared to other communities.

- Municipal Vulnerability Preparedness



(MVP) Program - Harvard conducted a state funded community-wide assessment of significant vulnerabilities and risks from the impacts of climate change and identified hazards to infrastructure, public safety and health, and to other critical resources. Harvard is one of a few communities focused on agricultural impacts. The MVP subcommittee of HEAC performed the assessment and issued the final report. The primary areas of concern are forest, infrastructure and water quality. Harvard qualified for the next phase of grant funding. This will feed into a climate action plan to develop resilience strategies.



- DOE-funded Sundial Demonstration Project – Integrated PV, Energy Storage and Facility Load Management for Shirley 1MW Project – All monitoring systems are active and load management operations were in effect during the air conditioning season to reduce the peak demand. The Harvard Bromfield School participated in National Grid's Demand Response season in Summer 2019.

The Demonstration project was completed in Fall 2019 but the involvement with Demand Response will continue in future years.

- Environment/Sustainability – HEAC proposed a process to record environmental considerations for any major projects, approved by the Select Board on 12/3/19. The Environmental Assessment form is being used on a pilot basis by Town committees and integrated as part of the CPIC process.

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 Select Board office or a member of the HEAC to find out how you can become involved and ensure we achieve our goals.

Respectfully submitted,

**Members:**

Brian Smith – Chair  
David Fay  
Paul Green  
Forrest Hodgkins  
Ellen Sachs-Leicher  
Associate Member: Peter Kelly-Joseph

# GENERAL GOVERNMENT

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## **HARVARD DEVENS JURISDICTION COMMITTEE**

The Harvard-Devens Jurisdiction Committee (HDJC) continued the work begun in 2018 of reaching out to Town committees and boards to learn what questions, concerns and/or issues they might need addressed in considering the possible resumption of jurisdiction of Harvard's historic lands on Devens. MassDevelopment (MassDev) was represented at the HDJC meetings by Bob Ruzzo and Ed Starzec, which provided an important communication link between the HDJC and MassDev. In addition, Victor Normand, Chair of the HDJC, and Lucy Wallace, Select Board representative, met with the Town Administrators and Board of Selectmen chairs in Ayer and Shirley, as well as the Devens Enterprise Commission (DEC) staff, to inform them of Harvard's efforts to begin planning for Devens future disposition. The towns of Ayer and Shirley found this action timely and agreed to form similar committees.

The HDJC expected that this outreach and information gathering would provide additional information to include in a Request for Qualifications. Based on MassDev's investment in earlier Devens-related planning endeavors, the HDJC felt it would be appropriate to seek funds from MassDev for a consultant to assist all three towns in their disposition analysis and planning and recommended the Select Board make such a request. By letter dated January 8, 2019 to Lauren Liss, President and CEO of MassDev, the HDJC and Select Board jointly requested that "MassDevelopment enter into a Memorandum of Understanding with the Town of Harvard which would set out the terms and conditions for retaining the services of a consulting firm to plan for Harvard's resumption of jurisdiction of its historic lands on Devens." In her February 1, 2019, Ms. Liss suggested the five stakeholders

(the three towns, MassDev, and the DEC) responsible under Chapter 498 for submitting a recommendation to the Legislature on Devens future permanent governance jointly develop a "framework for a collaborative planning process going forward." This process would lead to a Memorandum of Agreement between the five stakeholders and, once finalized, MassDev would fund the services of a consultant. In February Jessica Strunkin was hired as Vice President of Devens for MassDev and began attending HDJC meetings in March.

In response to Ms. Liss's suggested multi-party collaboration, Victor Normand, for HDJC, and Lucy Wallace, for the Select Board, contacted the other four stakeholders and suggested the formation of a Devens Jurisdiction Framework Committee. Membership would be comprised of three representatives from each stakeholder, with those representing the towns to be a selectman, town administrator and citizen at large. A first meeting of the Devens Framework Committee was held in September. Jessica Strunkin and Victor Normand were elected Co-Chairs. This committee has been meeting monthly since then and has focused on several organizational tasks, such as recruiting three members of the Devens community (businesses and residents) as a sixth member of the committee, developing a website and other public outreach tools, and determining the scope of work for a consultant.

Regular monthly meetings of the HDJC slowed over the summer and early fall due to vacation and business travel conflicts. However, members continued work on reaching out to Town boards and committees. In addition, an informational meeting was held for Devens residents shortly before the end of the school year.

# GENERAL GOVERNMENT

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Harvard-Devens Jurisdiction Committee:

George Glazier  
Paul Green, Clerk  
Heather Knowles, Vice Chair  
Erin McBee  
Kara Minar  
Tim Myllykangas  
Victor Normand, Chair  
SusanMary Redinger  
Lucy Wallace

## HISTORICAL COMMISSION

Residents in the Historical Districts have been actively pursuing renovations of their properties. Several have replaced roofs on their barns or sheds, one replaced windows in the barn, one installed a fireplace and new windows in a family room ensuring the addition conforms to the era of the original house. Another has installed solar panels on his garage. A resident, new to the district, has installed a new barn door to allow for more light to penetrate the residence but is still in keeping with the look of the district. One resident needed to modify his chimney in order to prevent animals from using that as an entrance to the residence. One resident has started an extensive renovation and addition that will bring his home into the 21<sup>st</sup> century and allow for comfortable living for his family.

The Five Sparks organization received a certificate from the commission for a new sign at the newly renovated building, known for years as the Old Library.



Community Preservation Commission has approved monies to complete the Bromfield wall renovation started in 2014 by Parks and Recreation. It will enhance the look of Mass Ave. and provide additional seating for athletic events at The Bromfield School.

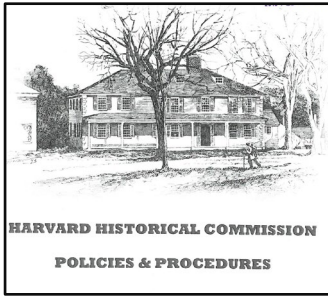
The General Store saw some applications for changes as well. The movie *Little Women* changed the look of the center for several months. In so doing, the outside stairway of the store was removed and rebuilt differently but according to current building code, which required approval after the fact. Also, Parks and Recreation applied for an application to build a stone patio next to the store to enable patrons to relax in the town center and enjoy a meal outside.

The Commission revised instructions for applications for Certificates in order to clarify and simplify the process of renovations in the historical districts. Applications can be found on the town website under Harvard Historical Commission.

The Harvard Historical Commission has been drafting a Demolition Delay By-Law for much of the year. It is felt that significant historical structures should be preserved in perpetuity with a by-law that encourages an owner to delay demolition in hopes of moving the residence or determining a new use for it. Members have contacted other towns as well as Mass Historical Commission. The warrant article will be presented at 2020 ATM for the town's approval. The town brought an application forward to renovate and make more accessible the sidewalks in the town center. The commissioners determined that HHC does not have purview over sidewalks and could not make a determination on the *Complete Streets* project much to the consternation of some citizens.

# GENERAL GOVERNMENT

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The Commission has made some changes to our Policies and Procedures document in the hopes that the changes make the document and its purview clearer.

The Commission will do a survey of the exterior and interior of the First Herb House to determine maintenance requirements in order to preserve the structure. Upon completion of the survey, HHC would share the information with Town leadership to find the best course of action.

Harvard Historical Commission members:

Pamela Marston, chair

David Vannicola, Vice Chair

George Triantaris, secretary

Steve Nigzus, Emmanuel Lindo, Richard Cabelus

## 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 Select Board 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 declined during the past year. In 2019, the Planning Board endorsed four (4) Approval Not Required (ANR) plans; issued one (1) new Special Permit and extended another; approved three (3) site plans; and issued one (1) Scenic Road Consent.

## 2016 Master Plan Implementation

The 2016 Master Plan is in its fourth year of implementation and the Board has continued to move to implement key actions in the Plan and to coordinate action by others. The Board continues to reach out to other committees to remind them of their tasks and offers to provide assistance as they might require.

The following action items from the Master Plan that the Board is primarily responsible for were started, advanced, or implemented in 2019:

- Replace or modify the existing Open Space Conservation-Planned Residential Development (OSC-PRD) bylaw with a new version that incorporates elements of the State's new Natural Resource Protection model as well as best practices of open space and conservation.
- Subdivision design practices in order to remove barriers that restrict its current utility. The Board continues to work on revising the OSC-PRD Bylaw, now in its 12<sup>th</sup> revision, and hopes to present a final revision to Town Meeting in the fall of 2020 along with other amendments associated with the Bylaw. Notable Landscape Planner Randall Arendt has been retained by the Town to identify best practices and other improvements to the Bylaw to enhance the potential for passage of the amended version.
- Improve sidewalk connectivity in the Town Center. In 2019, Harvard received a Complete Streets grant for \$370,000 to replace existing substandard sidewalks and add new sidewalks in the Town Center.

## GENERAL GOVERNMENT

The Board worked with the DPW Director, engineering consultant The Engineering Company (TEC), and the Select Board to ensure that the final design meets all Complete Streets criteria, enhances safety, and is a workable design that fits the character of the Town Center. Construction of the project is expected to commence in the spring of 2020.

- Work with the Montachusett Regional Planning Commission (MRPC) to obtain funding for safety and aesthetic improvements to Ayer Road. The Town, along with TEC, has developed a 10% design for an Ayer Road Redevelopment Transportation Improvement Program (TIP) project that would address roadway deterioration, safety issues, and add pedestrian and bicycle facilities to the corridor.
- Create a Department of Community & Economic Development overseen by the Town Planner. Regular Land Use Board meetings have continued to facilitate good communication and coordination of projects in common. Staff has begun to frame a five-year plan to fully transition to a Department of Community & Economic Development as the plan calls for.



Community & Economic Development Director Chris Ryan along with the Nashoba Chamber of Commerce organized an Open Business Breakfast.



Harvard General Store owner Scott Hayward and Chris Ryan speak at the Business Breakfast.

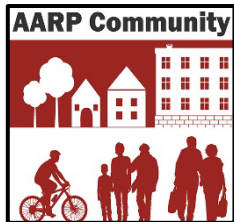
- Amend Zoning Bylaw to provide for agricultural-related business. The Board continued to work with the Agricultural Advisory Commission and other stakeholders to promote agritourism in Town with the development of a Rural Life bylaw to allow appropriate revenue-generating activities while protecting key rural character assets. This initiative resulted in a series of draft bylaw versions and was poised to bring the latest draft to Fall 2019 Annual Town Meeting, but the Board chose to wait until further public outreach could be conducted. The Bylaw is currently on hold so that the Board can seek further support.
- Several Commercial (C) Zoning District actions were pursued and advanced in 2019. First and foremost, the Director of Community and Economic Development authored a document entitled, "Ayer Road Corridor Planning Framework" that was revised to a 3<sup>rd</sup> edition in June of 2019. This document proposed a three-phase process for the planning for the careful development of the corridor which is coincident with the C District. The internal vision was to develop the corridor in a series of village-like clusters surrounded by open space and connected by internal streets and multi-purpose

## GENERAL GOVERNMENT

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trails. The three phases of the project were proposed to be 1) a market analysis and related fiscal impact analysis, 2) a corridor vision plan, and 3) zoning that would implement the vision plan, most likely to be what is termed a “form-based” code or bylaw. The Planning Board endorsed the program and it was also presented to the Select Board for comment. The Director pursued elements of each of the three phases with grant applications and outreach. As of this writing, the Board was awaiting a decision by the Town on a capital request to fund the market analysis phase.

- Related to housing options for seniors, the Board worked closely with the Housing @ Hildreth House Committee on options for developing the Hildreth House parcel with senior units including facilitating a Request for Interest (RFI) that resulted in two developers responding. Their feedback influenced the Committee to disband after acknowledging that it would be very challenging to develop the parcel as envisioned. The Director also authored a draft Senior Housing Residential Development bylaw that includes provisions for all types of senior housing options. This Bylaw draft is ready for discussion as soon as the Planning Board is ready to conduct outreach. Harvard has also been designated as an AARP Age Friendly Community which includes viable housing options for seniors and the Board is collaborating with the Council on Aging to further discuss housing options for the senior community.



### **Transportation Planning and Programming**

Again in 2019, transportation issues continue to be a focus for the Board. The Board continues to work closely with the Department of Public Works (DPW) Director to implement the Complete Streets program of Mass Department of Transportation in order to continue to work on pedestrian and roadway improvements in the Town Center. See description above for progress on a first phase funded with a Complete Streets grant award.

The Director has also worked with the DPW Director, Planning Board, and Select Board, 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 Director continues to pursue a Board interest in creating a commuter shuttle to a local rail station. Potential locations for a Park and Ride lot to host a shuttle continue to be sought. A discussion with landowners and MassDOT elicited some progress but zoning changes may be necessary before specific Ayer Road parcels could be viable for such a lot.

The Planning Board has discussed the merits of proposing a Town transportation committee, similar in nature to Littleton's Transportation Advisory Council. The proposed committee would be a clearinghouse and coordinator of all transportation and mobility-related issues and projects so that separate projects can not only be coordinated but other types of projects that

# GENERAL GOVERNMENT

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impact or are impacted by a transportation criterion can also be coordinated.

## **Zoning Amendments**

At the May 4, 2019 Annual Town Meeting, Town Meeting considered three (3) Protective Bylaw zoning amendments and approved one (1) of the three (3) as follows:

1. Approved Article 30 which was an amendment to the Protective Bylaw 125-56, Groundwater Protection Overlay District, as presented.
2. Disapproved Article 31 which was to amend the Protective Bylaw, Chapter 125, by adding a new section 57, Erosion Control, as presented.
3. Disapproved Article 33 which was to amend the Protective Bylaw, Chapter 125-2, Definitions, as presented. This Article proposed to modify the Definition of MARIJUANA ESTABLISHMENT by excluding Marijuana Retailer.

At the October 28, 2019 Special Town Meeting (STM), Town Meeting considered four (4) Protective Bylaw zoning amendments and approved two (2) as follows:

1. Approved Article 19 which was to amend the Protective Bylaw, Chapter 125-39, Site Standards, as presented. This article was related to providing clarity regarding fire protection for developments.
2. Approved Article 20 which was to amend the Protective Bylaw, Chapter 125-2, Definitions, as amended. The article was related to adding definitions associated with the other bylaw amendments at this STM.

3. Disapproved Article 21 which was to amend the Protective Bylaw, Chapter 125-52, Ayer Road Village Special Permit, as amended. This article was related to modifications to the Ayer Road Village Special Permit, including the provision to increase the density from an FAR of 2.0 to 3.0.

4. Approved Article 22 which was to amend the Protective Bylaw, Chapter 125, Sections 12, 13, and 14, as amended. This article was related to clarifying specific permitted uses in the C district and adding additional uses.

## **Housing**

Harvard officially joined the MAGIC Sub regional Housing Consortium, recently officially named the Assabet Regional Housing Coalition, which is an organization that now includes the towns of Bolton, Boxborough, Devens, Harvard, Hudson, Littleton, and Stow, to perform housing advisory services, maintain a database of affordable housing, assess the level of compliance, and respond to other affordable housing questions and issues that might emerge. The Consortium is assisted by a housing consulting firm, Metrowest Collaborative Development (MWCD) that assists the Consortium and its member communities by performing those tasks. MWCD has completed an affordable housing inventory for the Town and is assisting Harvard in certifying its 2017 Housing Production Plan.

## **Other Projects of Note**

The Municipal Vulnerability Preparedness (MVP) project completed the qualifying phase by holding a series of workshops for general climate change prioritization and agricultural prioritization. The Town's consultant, The Harriman Group, developed two corresponding

## GENERAL GOVERNMENT

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reports and the Town submitted them to the State. Harvard was named a certified MVP community in September of 2019. This status made the Town eligible for MVP action grants going forward.

### **Staffing and Board Members**

The year 2019 was the first full year for the Director of Community & Economic Development, Christopher J. Ryan. Mr. Ryan served 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.

The Board wishes to note that the full-time position of Community and Economic Development Director has paid significant dividends in enhancing Planning Board effectiveness and productivity.

Mr. Ryan continued to work on economic development and community development projects; worked with the Harvard Devens Jurisdiction Committee and attended meetings of the Devens Framework Committee; assisted the Planning Board on a number of Protective Bylaw draft amendments; the Assabet Regional Housing Consortium; attended regional meetings of MRPC and the 495 Metrowest Collaborative; the DPW Director on Transportation Improvement Program and other transportation projects; and held discussions with the design and construction team for the new Hildreth Elementary School.

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 2019, along with Justin Brown as vice-chair. Members Fran Nickerson and Stacia Donahue continued to serve the Board during 2019. In 2019, Rich Maiore resigned due to his election as a member of the Select Board, Associate member Jarrett Rushmore became a full member, and, Kristin Kelley-Munoz was named a new Associate member who productively served over the majority of the year before submitting her resignation late in the year.

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, and is also involved in Town Center circulation planning and the Harvard/Devens Jurisdiction Committee, Fran Nickerson is of the liaison to the Municipal Affordable Housing Trust and served as a member on the Housing @ Hildreth House Committee, and Stacia Donahue serves as the Board's delegate to the Montachusett Regional Planning Commission. Both Jarrett Rushmore and Justin Brown served as planning representatives on the Municipal Vulnerability Preparedness Committee before it completed its work in May 2019.

## GENERAL GOVERNMENT

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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](mailto:cryan@harvard.ma.us). Office hours are Monday - Thursday 8:00 am-4:30 pm.

Respectfully submitted:

Erin McBee, Chair  
Justin Brown, Vice Chair  
R. Jarrett Rushmore, Member  
Fran Nickerson, Member  
Stacia Donahue, Member  
Christopher Ryan, Director of Community and Economic Development  
Liz Allard, Land Use Administrator/Conservation Agent

### WAR MONUMENT RESTORATION COMMITTEE

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.

Following the committee's successful restoration and rededication of the WWI memorial in 2018, the committee shifted its attention to the restoration of the WWII, Korean, and Vietnam War monument. The objective is to restore the intent of the original WWII memorial – to recognize by name all who honorably served while town residents, and to specifically cite those who lost their lives in service. The committee researched Historical Commission records and Veterans Administration records to compile a list of WWII servicemen and servicewomen, and extended its work to Korean and Vietnam War veterans meeting the same criteria. The committee also consulted with the

Garden Club and an architect to draw up plans for the restored memorial, adding two stones with plaques bearing the veterans' names bordering a 100 sq. ft. stone patio and renewed plantings. These plans were presented to public meetings of the Select Board, Historical Commission, and the Parks & Recreation Committee. We received estimates from local vendors and secured letters of support pledging volunteer hours to formulate our budget for the project. We subsequently submitted a request with the CPIC for a warrant article at Town Meeting for financial support. The plans were also coordinated with and approved by the State Historical Records Advisory Board (SHRAB) to allow for the restoration of a monument on the State Registry.

To finance the planned restoration, the committee developed and submitted a Veterans' Preservation Grant application with the SHRAB. At the time of filing this annual report, we are pleased to report that our application was awarded a grant in the amount of \$15,000. The warrant article at Town Meeting is anticipated to provide the matching funding required to secure the SHRAB grant. We anticipate restoration work to occur over the summer and fall of 2020, with the goal of rededicating the memorial on Veteran's Day.

Respectfully submitted,  
Jon Schoenberg (Chair)  
John Lee  
Pat Jennings  
Steve Cronin  
Dave Vannicola  
Stu Sklar  
Tim Schmoyer



Chair Jon Schoenberg speaks at the annual Memorial Day Events.

# GENERAL GOVERNMENT

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## 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 Select Board. 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 2019 was busy one for the Board, who met fifteen 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 2019:

- 19 Mill Road (125-3B(2) Non-conforming one- and two-family dwellings; and 125-18.1 Accessory apartment use)
- 17 Oak Hill Road (125-18.1 Accessory apartment use)
- 44 Littleton County Road (125-3B(2) Non-conforming one- and two-family dwellings; and 125-18.1 Accessory apartment use)
- 7 Armstrong Road (125-3B(2) Non-conforming one- and two-family dwellings)
- 166 Littleton Road (125-3D(2) Non-conforming uses)
- 5 Elm Street (Chapter 125-3 Non-conforming structures)
- 26 Madigan Lane (Chapter 125-18.1 Accessory apartment use)

The Board had two Variance applications in 2019. The first was for the construction of a single-family dwelling at 20 Cleaves Hill Road, in which the Board found in favor of due to the shape and topography of the parcel, therefore the structure could not meet the 75' setback from the centerline of the right-of-way (125-30E (4) Setbacks) without incurring a significant financial hardship. A Variance for this location was issued by the Board in 2015, but the applicant had allowed the decision lapse, requiring the applicant to seek a new Variance.

## GENERAL GOVERNMENT

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The second Variance was sought for 2 Littleton Road, at which the applicant was requesting to construct a garage that was unable to meet the side setback (125-30E(3) Setbacks). The Board was unable to find that this request met the terms of the Bylaw to authorize a Variance, therefore it was denied.

Activity surrounding the Comprehensive Permits (Chapter 40B) for Craftsman Village Harvard, LLC was extensive in 2019, and by years end the Comprehensive Permit was issued for the creation of twenty two-bedroom cottage-style units, consisting of five affordable units. It is anticipated this development will to begin construction in 2020. The development known as Pine Hill Village along Stow Road spent the majority of 2019 finalizing plans for the development and received final plan approval from the Board in late 2019. This development got underway in November and will consist of twenty-two mixed units of single-family dwellings, duplexes and triplexes, with six of those units being affordable.

The membership of the Board remained unchanged in 2019 with Christopher Tracey once again serving as the Chairman. Steve Moeser maintained 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 continues to serve 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](mailto: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

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## 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.

In 2019, the Harvard Fire Department responded to 336 requests for emergency services and other assistance. These responses included the following:

Ambulance assist	8
Automatic fire alarms	65
Motor Vehicle Accident	81
Motor Vehicle Fire	11
Brush Fire	11
Carbon Monoxide Alarm	5
Chimney Fire	4
HazMat	2
Mutual Aid Given	12
*Mutual Aid Received	17
Other	13
Power Lines Down	8
Tech Rescue	5
Service Call	104
Structure Fire	5

*\*not a response statistic*

An average of 9.4 firefighters responded to each call.

## TRAINING

The Training Committee is pleased to report on calendar year 2018's training activities. The Training Committee is pleased to report on calendar year 2019 training activities. The first half of 2019 was spent refreshing our members on basic skills and the use of more formal position assignments for incidents. We were fortunate enough to be provided with the opportunity for two live-fire trainings this year, the first was the use of the Shirley Fire Department's live fire facility and the second was the use of an acquired structure slated for demolition. The second half of 2019 was spent on the not-so-basic skills and knowledge needed to complete our mission.



This year the department conducted a second recruitment drive. This again presented us with the large challenge of training 7 new recruits, 6 of whom advanced to probationary member. Lt. Warren and FF Williams led recruit and probationary training throughout the year to bring our new recruits up to speed and prepare our probationary members for their fire academy training.

# PROTECTION OF PERSONS AND PROPERTY

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We would like to specifically recognize the following accomplishments in the area of training for 2019:

- FF John Kenneally obtained his National ProBoard Firefighter II Certification
- FF Matt Ellis, FF Adam King and FF William Nigzus completed the Massachusetts Firefighting Academy Call/Volunteer Recruit Firefighter Training Program of 240 hours and obtained their National ProBoard Firefighter I/II Certifications.
- FF Matt Ellis obtained his National ProBoard Hazardous Materials Operational Level Responder Certification
- FF Paul Morris obtained his National ProBoard Confined Space Rescuer I/II Certification

In 2019 our members attended a total of 4463.25 hours of training. These trainings are broken down as follows:

Recruit training	153.25 hours
Probationary training	240.75 hours
Group Training	304.50 hours
Regular Department	2134.75 hours
Outside the Department	1628 hours

We look forward continuing to deliver high quality in-house training to the members of the department and a successful 2020.

Submitted by the Training Committee,

Andrew Perry  
Lieutenant/Training Officer  
Lieutenant Justin Warren  
Engineer Wally Shaw  
Firefighter Paul Morris

## PERMITS AND INSPECTIONS:

In 2019, there were 270 permits issued and 361 inspections completed.

### Issued Permits

Blasting	1
Dumpster	34
Fire Alarm	5
Misc	30
Oil Burner/Fuel Storage	45
Propane Storage	54
Smoke & Carbon Monoxide	97
Violations Issued	4

### Inspections Completed

Blasting	15
Dumpster	36
Fire Alarm	7
Oil Burner/Fuel Storage	49
Propane Storage	60
Smoke & Carbon Monoxide	142
Commercial Inspections	13

Revenue generated for Permits, Inspections and Fees: \$10,590

539 Open Burning Permit were issued for 2019 and they were activated 1,232 times. Open Burning Permits generated \$5,180 that goes directly to supporting our S.A.F.E. programs.

## PROTECTION OF PERSONS AND PROPERTY

Grants received this calendar year are as follows:

EMPG Grant	\$2,700
SAFE Grant	\$3,754
Senior SAFE Grant	\$2,400
FEMA – snowstorm expense recovery	\$37,484
EMPG Grant #2	\$21,000
FEMA – snowstorm admin expense recovery	\$1,611
<b>Total</b>	<b>\$69,948</b>



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
- Site visit to the Village Nursery School

- Distributed Halloween safety bags to all students in HES and provided glow-sticks at the station on Halloween night (along with candy, of course)
- Held an Open House in conjunction with the Council On Aging (joint student/senior event)

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 third year, saw more residents take advantage of the program and a few followed up with questions/concerns about their smoke alarms.

SAFE personnel also had a presence at the Winterfest in February, Fall Festival in September and the Columbus Day Flea Market promoting fire safety, bike helmet awareness and 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 2020, 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. We also hope to have a second Open House that is better promoted and attended.

Respectfully submitted,

Bill Berthoud  
SAFE Coordinator  
Harvard Fire Department

# PROTECTION OF PERSONS AND PROPERTY

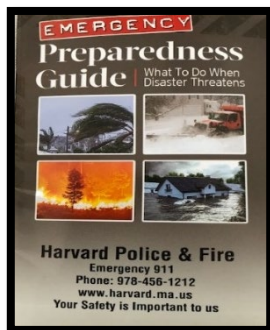
**Fire prevention is not just a week in October,  
it's every day!**

## 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 we continued go to the Council of Aging lunches with information about Winter Storms, Tornadoes and Emergency kits for work, home and pets, and sheltering in place. We also teamed up with the Police and Fire department to get a "Preparedness guide" booklet to pass along to Harvard residences. If you did not get one, stop at the Police Station, they are in the lobby.



If you would like more  
information  
on Emergency  
Preparedness

Go to: [www.ready.gov](http://www.ready.gov).

In 2019 we teamed up with Littleton and Boxboro for some events in Harvard. In January we had a table at the Volunteer fair. In May Harvard, Littleton and Boxborough teams assisted the Harvard Fire Department with a live burn training. In July Harvard and Littleton teams assisted the Braveheart group at Fruitland's with parking and the large crowd. In October with had a table at the Fire Department Open house.



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."*

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

# PROTECTION OF PERSONS AND PROPERTY

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For more information on CERT and volunteering please email:

Chief Sicard [rsicard@harvard.ma.us](mailto:rsicard@harvard.ma.us) or  
Pat Natoli [pnatoli@harvad.ma.us](mailto:pnatoli@harvad.ma.us).

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 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 Bill Berthoud

Engineer Robert Curran, FF I/II, EMT

Engineer Frank deBettencourt, FF I/II, EMT

FF Matt Ellis, FF I/II

FF David Hazel

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

FF John Kenneally, FF I

FF Adam King, FF I/II

Engineer Andrew Miller, FF I/II

FF Paul Morris, FF I

FF Billy Nigzus, FF I/II

Engineer Brian Perwak, FF I/II

Engineer Ian Sears, FF I/II

Engineer Walter Shaw, FF I/II, EMT

FF Robert Williams, FF I/II, EMT

Probationary Steve Baumhove

Probationary Paul Calnan

Probationary Tim Clark

Probationary Mike Devaney

Probationary Eric Gamage

Probationary Ben Kendrick

Probationary Joe Miller

Probationary Dezerae Rodriguez

Probationary Jen Schoenberg

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

We would also like to acknowledge that Lieutenant Gregory Harrod has retired from the department after giving 32 years (technically his whole life) of service to the Town of Harvard. We thank him for his dedicated years of service and wish him the best of luck in his future endeavors.

We would like to say thank 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



Fire Department auto extraction training.

# PROTECTION OF PERSONS AND PROPERTY

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## POLICE DEPARTMENT

### Harvard Police Department Philosophy

Since coming to Harvard back in 2003, I have tried to adhere to a philosophy of policing that I have personally believed in since I started my career in 1990. Over the years I have received numerous inquiries from citizens regarding “how” or “why” we do certain things, so this year I decided to share that philosophy and its origins through my annual report. It is my hope that by sharing this information citizens will have a greater understanding of how we operate, which will foster an even greater level of cooperation between the police and the public.

The origins of modern policing in the United States can be traced back to the formation of the London Metropolitan Police in 1829 under Home Secretary Sir Robert Peel. In his efforts to develop a framework for an ethical police force, he outlined nine principles that are needed for police to gain legitimacy with the public.

The nine principles were as follows:

1. To prevent crime and disorder, as an alternative to their repression by military force and severity of legal punishment.
2. To recognize always that the power of the police to fulfil their functions and duties is dependent on public approval of their existence, actions and behavior, and on their ability to secure and maintain public respect.
3. To recognize always that to secure and maintain the respect and approval of the public means also the securing of the willing co-operation of the public in the task of securing observance of laws.
4. To recognize always that the extent to which the co-operation of the public can be secured diminishes proportionately the necessity of the use of physical force and compulsion for achieving police objectives.
5. To seek and preserve public favor, not by pandering to public opinion, but by constantly demonstrating absolutely impartial service to law, in complete independence of policy, and without regard to the justice or injustice of the substance of individual laws, by ready offering of individual service and friendship to all members of the public without regard to their wealth or social standing, by ready exercise of courtesy and friendly good humor, and by ready offering of individual sacrifice in protecting and preserving life.
6. To use physical force only when the exercise of persuasion, advice and warning is found to be insufficient to obtain public co-operation to an extent necessary to secure observance of law or to restore order, and to use only the minimum degree of physical force which is necessary on any particular occasion for achieving a police objective.
7. To maintain at all times a relationship with the public that gives reality to the historic tradition that the police are the public and that the public are the police, the police being only members of the public who are paid to give full-time attention to duties which are incumbent on every citizen in the interests of community welfare and existence.

## PROTECTION OF PERSONS AND PROPERTY

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8. To recognize always the need for strict adherence to police-executive functions, and to refrain from even seeming to usurp the powers of the judiciary, of avenging individuals or the State, and of authoritatively judging guilt and punishing the guilty.
9. To recognize always that the test of police efficiency is the absence of crime and disorder, and not the visible evidence of police action in dealing with them.



Chief Edward Denmark sits with his fellow Town Department Heads at the Annual Town Meeting. (Left DPW Director Tim Kilhart, Front CoA Director Debbie Thompson, Right Fire Chief Rick Sicard)

Citizens often ask what exactly it is that we do since it is readily apparent that we do not necessarily have a high rate of crime in town. To them, my answer is always the same; we solve community issues with the minimal amount of police intervention or application of criminal sanctions necessary to mitigate the problem. Sometimes that response is met with scrutiny; with statements such as “write more tickets” or “we never see you guys”. I am a firm believer in the ninth principle, which tells us that absence of crime and disorder is the true test of police efficiency.

By this measure, and the positive relationships we have forged in town, I am pleased with the hard work and dedication of our staff in adhering to these principles as we deliver our services; always remembering that our primary purpose is not punishment, but preservation of life and protection of the rights of all people within our jurisdiction.

### Operations

In calendar year 2019, the Harvard Police Department responded to 4,917 calls for service, which represents a 26% decrease from 2018 responses (6,798). We experienced a 41% decrease in Group A Crimes Against Persons, a 65% decrease in Group A Crimes Against Property, and a 39% increase in Group B, or less serious crimes such as disorderly conduct and trespassing. These numbers illustrate very clearly that Harvard remains to be an extremely safe community with very low violent or serious crime rates.

Additionally, the police department investigated 227 criminal offenses, leading to 31 individuals charged. This number is a bit misleading, as some of the individuals charged committed multiple offenses and some of the investigations revealed that no crime was committed. Also, of note, criminal investigations account for approximately 5% of our total call volume, which illustrates the true service nature of our activities.



## PROTECTION OF PERSONS AND PROPERTY

### Traffic

Street	2018 Crashes	2019 Crashes	2018 Cites	2019 Cites
Ayer Rd.	27	17	249	95
Still River Rd.	7	4	10	9
Mass. Ave.	7	9	41	20
Prospect Hill	3	6	8	9
Littleton Co.	0	5	0	4
Stow Rd.	4	4	10	6
Bolton Rd.	6	3	13	14
Old Shirley	4	3	13	3
Totals	58	51	344	160

The above table shows our roadways with the highest frequency of traffic crashes here in town for the past two years. In 2019, these roads accounted for 71% of our traffic crashes. In 2018 they accounted for 74% of our crashes. As you can see, we experienced reduced crashes on four of the identified roads, increases on three, and no change on one. Interestingly, we issued less than half of the number of citations on these roadways in 2019 compared to 2018.

Based on this, we further analyzed the deployment of specific traffic related enforcement operations in town focused mainly on these roadways. We found that in 2019, we increased our traffic control and targeted radar assignments by 67%; from 228 assignments to 381 assignments. These assignments resulted in

325 motor vehicle stops in 2019 and 393 stops in 2018. After increasing our enforcement efforts, we saw an actual decrease in the number of motor vehicle stops. We are trying harder, yet caught fewer speeders, which is a good thing! This is consistent with what we are seeing town-wide with traffic speed collection data. All the roads studied showed average speeds to be +/- 2 mph of the posted speed limit, with the 85<sup>th</sup> percentile speeds indicating that the posted speeds were appropriate. We will continue to use data to maximize our efforts in traffic speed calming in the coming year.

### Personnel

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

## PROTECTION OF PERSONS AND PROPERTY

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In 2019 we saw two major personnel changes in the police department. First, Matthew Callahan was promoted to the rank of sergeant after scoring as the top candidate in our promotional process. Second, Ofc. Tim Schaeffer has moved on the town of Boxborough to continue his policing career. Fortunately, he has decided to stay on as a reserve officer here in Harvard, so you still may see him from time to time. Both gentlemen are, and have been, tremendous assets to the town and the department and I want to wish them well in their new positions.



In early 2020 we will be welcoming a new four-legged member to the police department, our comfort dog, Dusty. Dusty is joining us thanks to the hard work of Detective Daniele Fortunato, who approached me with the idea over a year ago. On her own, she conducted fundraising efforts and

took care of all the logistics necessary to bring her project to fruition. If you see Daniele and her new partner around town, feel free to stop and introduce yourself!

In 2019, all officers completed their mandatory in-service training, which consisted of:

- Defensive Tactics
- Police Survival
- First Responder
- Animal Investigations
- Motor Vehicle Law
- Legal Update



In addition to our mandated training, officers participated in live-fire scenario-based training, firearms training, and additional defensive tactics/use of force refresher.

Our traffic crash expert, Sgt. Babu also attended numerous hours of training in traffic crash reconstruction and is currently training to fly drones with our regional CEMLEC Unit. We will continue to stress advanced training for all officers so that we can make the best use of technology as we perform our duties in Harvard.

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 group, please do not hesitate to reach out.

Respectfully submitted,

Chief Edward D. Denmark



Sergeant James Babu, Chief Edward Denmark and newly promoted Sergeant Matthew Callahan.

# PROTECTION OF PERSONS AND PROPERTY

## Crime Comparison Reports for Period Ending December 31, 2019

<b>Group A Crimes Against Persons</b>														
Crime IBR Category	Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
Forcible Rape	2019								1	1				2
	2018											1		1
	Net	0	0	0	0	0	0	0	1	1	0	-1	0	1
Forcible Fondling	2019											1		1
	2018													
	Net	0	0	0	0	0	0	0	0	0	0	1	0	1
Aggravated Assault	2019			1			1							2
	2018							1			1		1	3
	Net	0	0	1	0	0	1	-1	0	0	-1	0	-1	-1
Simple Assault	2019				1							1		2
	2018						3	3		1			1	8
	Net	0	0	0	1	0	-3	-3	0	-1	0	1	-1	-6
Intimidation	2019			1						1			1	3
	2018						1	4		1		1		7
	Net	0	0	1	0	0	-1	-4	0	0	0	-1	1	-4
Statutory Rape	2019												1	1
	2018													
	Net	0	0	0	0	0	0	0	0	0	0	0	1	1
Total Crimes Against Persons	2019			2	1		1		1	2		2	2	11
	2018						4	8		2	1	2	2	19
	Net	0	0	2	1	0	-3	-8	1	0	-1	0	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	2019													
	2018											1		1
	Net	0	0	0	0	0	0	0	0	0	0	-1	0	-1
Burglary/ Breaking and Entering	2019		1				1	2	1			1		6
	2018	1		1		1	2	1	2					8
	Net	-1	1	-1	0	-1	-1	1	-1	0	0	1	0	-2
Extortion/ Blackmail	2019													
	2018								1	1				2
	Net	0	0	0	0	0	0	0	-1	-1	0	0	0	-2
Larceny (pick-pocket)	2019													
	2018	1												1
	Net	-1	0	0	0	0	0	0	0	0	0	0	0	-1
Larceny (from building)	2019							1				1		2
	2018	1			1					1			1	4
	Net	-1	0	0	-1	0	0	1	0	-1	0	1	-1	-2
Larceny (from motor vehicles)	2019													
	2018					1								1
	Net	0	0	0	0	-1	0	0	0	0	0	0	0	-1
Larceny (all other)	2019		2	2	4	1	1	3		1	4	2	1	21
	2018					4	3	23	31	2		1	1	65
	Net	0	2	2	4	-3	-2	-20	-31	-1	4	1	0	-44
Counterfeit/ Forgery	2019													
	2018				1	3		1						5
	Net	0	0	0	-1	-3	0	-1	0	0	0	0	0	-5
Fraud (false pretense;swindle)	2019		1	1			1							3
	2018	1				1		12	19	1		2	3	39
	Net	-1	1	1	0	-1	1	-12	-19	-1	0	-2	-3	-36
Fraud (credit/debit card;ATM)	2019		1	2		1								4
	2018							5	1	1				7
	Net	0	1	2	0	1	0	-5	-1	-1	0	0	0	-3
Fraud (impersonation)	2019	1	5	5	2		1			2			1	17
	2018	3			2			1	1	2	3	18	6	36
	Net	-2	5	5	0	0	1	-1	-1	0	-3	-18	-5	-19
Fraud (wire)	2019							1						1
	2018													
	Net	0	0	0	0	0	0	1	0	0	0	0	0	1

Group A Crimes Against Property														
Crime IBR Category	Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
Stolen Property	2019													
	2018						1	1						2
	Net	0	0	0	0	0	-1	-1	0	0	0	0	0	-2
Destruction of Property/Vandalism	2019			1	1	1	1	3		2	1			10
	2018	1	2	1		1	2		2	1	2	1		13
	Net	-1	-2	0	1	0	-1	3	-2	1	-1	-1	0	-3
Total Crimes Against Property	2019	1	10	11	7	3	5	10	1	5	5	4	2	64
	2018	8	2	2	4	11	8	44	57	9	5	23	11	184
	Net	-7	8	9	3	-8	-3	-34	-56	-4	0	-19	-9	-120

## 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	2019													
	2018					1								1
	Net	0	0	0	0	-1	0	0	0	0	0	0	0	-1
Disorderly Conduct	2019								1		1			2
	2018		1											1
	Net	0	-1	0	0	0	0	0	1	0	1	0	0	1
Driving under Influence	2019	1			1		1						1	4
	2018			1							1			2
	Net	1	0	-1	1	0	1	0	0	0	-1	0	1	2
Drunkenness	2019													
	2018										1			1
	Net	0	0	0	0	0	0	0	0	0	-1	0	0	-1
Liquor Law Violations	2019							1	1		1			3
	2018													
	Net	0	0	0	0	0	0	1	1	0	1	0	0	3
Trespass of Real Property	2019		1					1	1	1				4
	2018											1	1	2
	Net	0	1	0	0	0	0	1	1	1	0	-1	-1	2
All Other Offenses	2019	2	1	3	3	3	2	4	1	4	1	1	1	26
	2018	3	1			2	1	2	4	2	2	2	2	21
	Net	-1	0	3	3	1	1	2	-3	2	-1	-1	-1	5
Total Group B Crimes	2019	3	2	3	4	3	3	6	4	5	3	1	2	39
	2018	3	2	1		3	1	2	4	2	4	3	3	28
	Net	0	0	2	4	0	2	4	0	3	-1	-2	-1	11

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	2019							1						1
	2018													
	Net	0	0	0	0	0	0	1	0	0	0	0	0	1
Pornography/Obscene Material	2019			1		1								2
	2018	1												1
	Net	-1	0	1	0	1	0	0	0	0	0	0	0	1
Total Crimes Against Society	2019			1		1		1						3
	2018	1												1
	Net	-1	0	1	0	1	0	1	0	0	0	0	0	2

# EDUCATION

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## SUPERINTENDENT OF SCHOOLS

It continues to be my honor to lead our school district into the future by preparing students to contribute to their local and global communities. The students' strengths and abilities to think critically and creatively will be sorely needed to solve complex world issues of climate change, political tensions, and to foster global diplomacy. Each student provides us with hope and pride as they strive to understand diverse perspectives and collaborate in their classes, on sports' teams, in club activities, through competitions, and while completing community service projects.



The students are guided by parents, the community, and their teachers. We are fortunate to have 187 dedicated and highly qualified professional teachers, staff, and school leaders. They help foster a safe school environment that encourages students to take risks, discover their dreams, and build relationships. We want students to reach their highest potential by balancing academic achievement and personal well-being, and we take seriously our role in intentionally teaching these skills. In recent years we have taken specific steps to help students reduce their stress by teaching movement breaks, yoga, refresh days, Challenge Day, project planning, and course load decisions.

The leadership team has focused on several goals this year including: (1) To gain more community input on district decision making by providing information and encouraging dialogue (2) To improve support services for all student in the regular education classrooms (3) To provide necessary renovations and upgrades to the Bromfield School.

In addressing the first goal, we have made a more conscious effort to increase our collaboration with parents and the community. We offer monthly coffee chats at both schools, and open meetings at the General Store. We used the longer hours of conference nights in the fall to set up a survey station regarding the consideration to shift the school start times. We are planning several follow up surveys and evening opportunities for more input. We will use the spring conference time to continue to dialogue with parents. Community connections include our Athletic Advisory, Diversity, Equity and Inclusion Committee, and the Shift in Start Time Advisory. If you are interested in participating in these open committees, please contact me by e-mail at [ldwight@psharvard.org](mailto:ldwight@psharvard.org). We encourage families and community members to reach out to us with questions, ideas, and concerns.

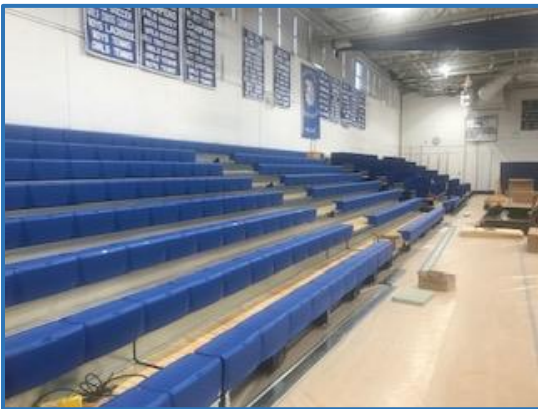
The second goal has been an area of focus over several years. Our tradition as a high performing school district with opportunities for success in all academic areas left some families with the sense that meeting the needs of diverse learners would take second place. We want to change that misperception and better ensure the success of learners at any point in their growth journey. This has led to our refocusing on a cooperative teaching model that pairs content area teachers with special education teachers in the same classroom.

## EDUCATION

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This reduces the student to teacher ratio, encourages collaboration, and creates stronger support structures for all students. We have brought in specialists in this area to guide us with the implementation and best practices. Early indicators point to the strength of this model for our teachers and our students.

The third goal captures our focus on capital projects at the Bromfield School. Over the past five years, significant improvements have created a better learning environment for our 6<sup>th</sup> – 12<sup>th</sup> grade students. The list of projects includes, but is not limited to, redesigned science labs, upgraded auditorium, renovated kitchen, improved library, upgraded gym including floor refinishing and new bleachers, paved parking lots, reconstructed sidewalks, energy efficient lighting, additional air conditioning, repainting, and renovated bathrooms.



We respectfully submit the FY21 list of capital projects which includes a new ADA compliant exterior ramp with community bathrooms, an architectural study of the locker rooms for better use of the space, further auditorium improvements, and additional air conditioning. Our vision is to create a better environment for learning across our district, and with the new elementary school building going up, we turned our attention to the needs of the Bromfield School.

We have a quality team in place to ensure that the buildings are better maintained as we plan for future upkeep.

We focus on these goals and more as we aim towards our Mission for the Harvard Public Schools: *to provide an outstanding educational experience for all students and to help them develop curiosity, perseverance, and social responsibility.* In 2013 a widely representative community group set the course of our school district in the development of our Vision, Mission, and Core Values. From those priorities, action steps have been taken and documented in the District Improvement Plan and School Improvement Plans. At the end of the 2019-2020 school year we will develop the next three-year District Improvement Plan with input from the community. Together, we share the great honor to provide schools that prepare our students for fulfilling and meaningful futures.

Respectfully submitted,

Linda G. Dwight, Ed.D  
Superintendent, Harvard Public Schools



# EDUCATION

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## THE BROMFIELD SCHOOL

The Bromfield School was again blessed with gorgeous weather for Commencement on June 7, 2019. Bromfield graduated a class of 106 students who acquitted themselves extraordinarily well in and out of the classroom. The academic achievements of these students was evidenced by the numerous honors earned by these students. The Class of 2019 were also quite accomplished in extracurricular activities such as athletics, drama, art, and music. Finally, we are extremely proud of their contributions to our local, state, national and global communities.

The faculty and staff at Bromfield make it their priority to provide a safe, secure, and inclusive learning environment for all, to support engaged teaching and learning, and to activate community pride.

Bromfield welcomed 95 sixth grade students to our community this fall. The current enrollment at The Bromfield School is 617 students in grades 6–12. One of Bromfield's primary focuses in recent years is the commitment to technology. We continue to loan every student either an iPad (grades 6 and 7) or a MacBook (grades 8-12). We are very fortunate to have the support of the School Committee and the entire town in giving our students the best tools for learning. I do want to take a moment to remind us all that 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. This human connection is demonstrated in events like

Refresh Day, 8th Grade Challenge Day, and increased focus on student social and emotional well-being.

Bromfield continued to make significant improvements to its physical plant this year. The Bromfield Kitchen was outfitted with a new refrigerator, freezer and floor. We also continued to renovate the Cronin Auditorium so our students and town can enjoy a modern experience. Cronin has newly painted railings, new carpet, and a soon to be installed new curtain. Air conditioning, a new sound booth, and a new projector are still to come in the next two years.

Finally, the gym was outfitted with new bleachers this fall and we hope to renovate the locker rooms in the next two to three years. The 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 items that need attention.

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. In fact, our tenth graders had the highest English scores in the state last year. 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

## EDUCATION

Math and 100% of our ninth graders scoring Advanced or Proficient in Science. Bromfield 10th graders had the fourth highest number of exemplary scores for Math in the state. Bromfield again earned a gold medal ranking for ranking 334 out of 20,428 schools in the *U.S. News & World Report* National Rankings as well as 158th in STEM. Additionally, Bromfield ranked 4<sup>th</sup> 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.

Our students do take a vigorous and challenging course load. The focus on academic rigor makes balance a vital objective. It is remarkable to see the great things students do 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) initiated, organized, and executed the second REFRESH Day for Bromfield students last year and we will have the third one in February 2020. Bromfield Cares once again organized the Giving Tree Project and our community was able to deliver over 500 presents to children. Project 351 collected almost 1000 pounds of food for Loaves and Fishes. We were very proud of the 25 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. "School of Rock" was a great success as the grade 6-12 production performed in front of three very large crowds in November.

The Science Fair filled the gym with exhibits in March and the Science Department hosted the first Middle School Science Fair last year. In fact, the Middle School Science Fair will again occur this year. 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 Model UN Conferences.

The student-athletes at Bromfield continue to excel on the playing fields and courts. We are so proud to see our student competitors play with class no matter the outcome.



In the past calendar year, Bromfield athletes earned their third straight Boys Soccer State Championship, two individual girls track state championships and an individual boys' skiing championship. The girls' track team earned a second place finish at the All-State Indoor Track Meet.



## EDUCATION

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In addition, district titles were earned by Girls' Lacrosse, Boys' Soccer, Boys' Skiing and Girls' Indoor Track. Girls' Soccer, Golf, Girls'



Cross-Country, and Boys' Tennis were district finalists. Finally, Bromfield won eight league titles in Boys' Lacrosse, Girls' Lacrosse, Boys' Tennis, Girls' Tennis, Boys' Soccer, Girls' Soccer, Girls' Cross-Country, and Golf.



It is my honor to be the principal of The Bromfield School. The combination of our outstanding students, excellent faculty and staff, and supportive parents and community ensure that our success will continue in the future.

I must also acknowledge the help, support, and guidance of Superintendent Linda Dwight and the members of the Harvard School Committee. Their selfless service to the youth of the community are key to helping our students succeed in the 21st century. The students and staff truly humble me with their dedication, talent, and accomplishments.

Respectfully submitted,

Scott Hoffman  
Principal  
The Bromfield School

### HILDRETH ELEMENTARY SCHOOL

This year has brought exciting changes to the Hildreth Elementary School. Construction is underway for the new Elementary school. We gathered to celebrate the groundbreaking, slowed down a little to excavate a surprising number of boulders out of the field, and then gathered again to celebrate the topping off.



# EDUCATION

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Students cheered as they saw the final beam, including each of their signatures, raised into place by the steel crew.

Students, teachers, and community members have been supportive and flexible in dealing with the changes and inconvenience of construction and provided helpful feedback to help with the process and get us closer to our goal of a positive learning space for all of our students.

Details for the new school continue as teachers and designers gather to explore new types of furniture for the new school and configure what our outdoor play structure will look like in our new play area.

New lunch tables have arrived and are being used in the cafe, they look marvelous and are encouraging positive conversations as students can gather in more inclusive groups in the cafe.

The one theme that sticks out to us the most from this year is the service you have done for each other and for our community. We have seen countless acts, both large and small. Some have already been publicly recognized. Many more are quiet moments of service and kindness that may never be publicly known but that make you and the person you helped both a little happier and more hopeful. We have seen students carefully walking an injured or sick friend down to the nurse. We have seen students just sit with someone who needed company at lunch or recess or in the hall. Students have spent time going through the lost and found looking for initials and then tracking down the owners of lost gloves, water bottles, jackets, and sometimes single shoes (how do you lose just one shoe?).

We have some wonderful new groups and clubs extending offerings at HES. Harvard Schools Trust helped us kick off a new STEAM club and expanded Math club. The Trust also supported a

visit from Author Julia Cook and ensured that all students could participate in Nature's Classroom.

Teachers expanded offerings including HI-Tech Huskies, Student-made Yearbook, Husky Headlines, Volunteer Chorus, and 5th-grade Band. Student Leaders continue to serve, including work in the courtyard garden, kindergarten helpers, recycling helpers, and safety monitors. In addition, thanks to the generous support of Fanfare, we were able to offer Ukuleles for use in music class and a new Ukulele club.

The Harvard PTO continues to be an active partner, hosting a wonderful gala and other events. Their support allows us to bring in special programs, including the Magic of Maps (4th grade), Discovery Museum (K & 1), and expanding our Native People's Day (3rd grade).



We appreciate the wonderful support of families, community members, the PTO, and Harvard Schools Trust. In addition, this year two Eagle Scouts organized projects to give back to the HES community. Julian Iverson worked to create an outdoor classroom and Ethan Shipman restored the HES statue in front of the school.

Hildreth teachers and staff have continued their own learning and professional development, including trainings on identifying and addressing bias in literature, understanding epilepsy, meeting students' needs with hearing loss, and creating safe and supportive classrooms, along with many other topics.

# EDUCATION

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This year Mrs. Margaret Grogan retired. Many saw the hard work Mrs. Grogan did to make sure everyone gets on the right bus, make sure field trips are organized, and help students who have forgotten something at home or are not sure how to get home. What many may not see is the hard work to make sure everyone at the school has everything they need to focus on learning. Every time we have picked up a book, chair, stool, pencil, or paper, Mrs. Grogan had probably picked it up first to get it to you. We welcome Mrs. Mandy Ostaszewski to Mrs. Grogan's position. Mrs. "O" is a great asset to the Front Office Team.

We were pleased to have had several other new people join the team at HES. Dori Pulizzi joined HES as the new Associate Principal. Meghan Larrat, Hannah Cattel, Erika Pominville, and Samantha Pereya have also joined HES as others have moved on to other opportunities. In addition, this year we have expanded our Elementary Health Class to better support student physical and emotional wellness.

Looking forward, we have begun exploring how different school start times could benefit students and how these changes might affect families in the district and the community at large. We look forward to watching the new school come together and are grateful to the community for their dedication to supporting the children of our community.

Respectfully submitted,

Josh Myler

Principal, Hildreth Elementary School

## SCHOOL COMMITTEE

The Harvard School Committee is pleased to provide this report for the Town. We are mindful of and thankful for the contributions all residents in town make in support of the school's budget. We would also like to take the opportunity to thank and appreciate the countless individuals and organizations that directly support the schools. 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.



# EDUCATION

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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 and her leadership team continue to grow and improve through leadership development and mentorship opportunities as they lead our district with 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.

Each year, the School Committee establishes strategic goals jointly with the superintendent.

These goals help to prioritize our efforts and resource allocation as a committee. This year, our goals include:

1. Contract Negotiation. We are currently engaged in negotiations with the Harvard Teachers Association for a new three-year contract.
2. Dashboard Query Definition. The district has been implementing a set of data analysis tools for teachers and administration. The committee is defining its own dashboard using aggregated data to provide queries to support committee decision making.
3. Continuous Improvement Analysis. We are committed to continuous improvement practices, and are identifying several opportunities for changing committee operations to improve our processes, communications, and effectiveness.

Construction on the new HES building passed a major milestone in December with the placement of the final steel beam atop the framing. Students, teachers, and members of the School Committee and the School Building Committee watched and cheered as a beam with all of their signatures was hoisted to the top and set in place. With the sitework done for phase one, work continues with enclosing the building and setting the mechanical, electrical, and plumbing systems in place. Winter weather conditions and a longer than anticipated wait for electrical and natural gas connections have pushed the first day of school in the new school to mid-May of 2020, but phase two, the demolition of the old school and the final landscaping, including new fields and parking, is still on schedule for November 2021.

## EDUCATION

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Each year, the School Committee oversees the creation and implementation of the schools' budget. The proposed FY21 School Budget presented in January to the Finance Committee and Select Board was \$14,370,920. This figure represents an increase of \$582,859 (4.23%) over the FY20 Budget. The increase is due to a variety of factors, including expected pupil services increases, necessary curriculum updates, fewer retirements than expected, and wage increases. Supplementing the omnibus budget is \$3.6M from grants, fees, school choice and Devens tuitions, up \$500k from the prior year. The schools continue to use the revenues from the educational contract with Mass Development to pay for salaries, technology, capital expenses, and athletic costs. This year, the School Committee voted to offset the budget with an additional \$100k towards salaries in an effort to minimize the budget increase. The Committee also agreed to the use of \$1M from the Devens Fund to match the \$1M committed from the Capital Fund to be used towards the debt payments for the new school, 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: kitchen equipment updates; new bleachers in the gym; 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.

The FY21 capital projects approved by the Capital Planning and Investment Committee which will be voted on at ATM include replacing the structurally unsound and unsightly Bromfield middle school ramp with a new ramp that includes a learning stair down towards the library side and bathrooms under the ramp for public use, phase 3 of the renovations to Cronin Auditorium, a study of the Bromfield locker rooms, and adding HVAC systems at Bromfield. Planned projects for FY22 include beginning renovations of the locker rooms, replacing aging lockers, further HVAC work, and improving security with a card access system.

This year, a re-established SEPAC (Special Education Parent Advisory Committee) has launched thanks to significant efforts from parents and School Committee members. We are glad to see the enthusiasm and energy being applied towards this effort to assist the Committee and the District with guidance and support in serving all our students.

The School Committee, working with administration, faculty, staff, and community organizations, continues to make special efforts to recognize and address the needs of individuals that are at risk of discrimination. The Committee has approved funding that supports inclusion activities such as Challenge Day and professional development work. We have been working for several years to remove specific binary gender references from our policies and other documents, and we formally approved a letter in support of Question 3 of 2018 that upheld Senate Bill 2407 to add gender identity to the list of protected groups. We have updated our equal opportunity and anti-discrimination policies to include more protections, and we renamed the Columbus Day holiday to Indigenous Peoples' Day in the school calendar.

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We are working with various groups and boards in town on developing long-term plans to ensure equity of use and quality of the fields in town for all athletics.

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.

Respectfully submitted,

John Ruark, Chair  
Shannon Molloy, Vice Chair  
Suzanne Allen  
Sharlene Cronin  
SusanMary Redinger  
Maureen Babcock, Devens Representative



## PUPIL SERVICES

The Pupil Services Office oversees services to students with disabilities, English Language Learners, and the homeless.

### English Language Learners

During 2018-2019, our number of English Language Learners increased again from the previous year. In all, 25 students, grades K to 8, were serviced by the English as a Second Language (ESL) Teacher. Three of these students had progressed sufficiently to be considered Former English Language Learners (FELS). They are monitored by periodic classroom observations, meetings and a review of school performance. The other 22 students participated in direct tutorials each week. The frequency and duration of these services varied from daily to twice a week, according to the listening, reading and speaking needs of each student.

Starting in the spring of 2019, the Department of Elementary and Secondary Education (DESE) set benchmarks for each student, as measured by the ACCESS state assessment given mid-year. Each student is expected to meet a score, individually defined by the state, and each student's performance on the test is reported to DESE annually. DESE also sets the scoring criteria to graduate an English Learning to FEL status. Seven students achieved this level on the ACCESS testing in 2019. All our students met their progress benchmarks.

### District Wide Accommodation Plan

All public schools in Massachusetts are required to have a District Curriculum Accommodation Plan (DCAP). Massachusetts General Laws, Chapter 71, Section 38Q1/2 state:

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*“A school district shall adopt and implement a curriculum accommodation plan to assist principals in ensuring that all efforts have been made to meet the students’ needs in regular education.”*

Since Harvard’s DCAP was originally written in 2011-12, an update was in order. In the summer of 2018, a three person team took on the task. Marisa Khurana (Teacher), Heather Montalto (Hildreth Coordinator of Special Education) and Marie Harrington (Director of Pupil Services) drafted a revision using both the original DCAP and also state and federal documents such as the *Accommodations Manual* from the Council of Chief State School Officers and the newly release *MCAS Accommodation Manual*.

The draft was subsequently reviewed and approved by the Leadership Team and by the Teaching Department Heads during the summer retreat. The Teacher Assistance Team had also been refining their school based process and forms and these were included. At the start of the school year, the new document was shared with the Faculty.

## Transportation Plan

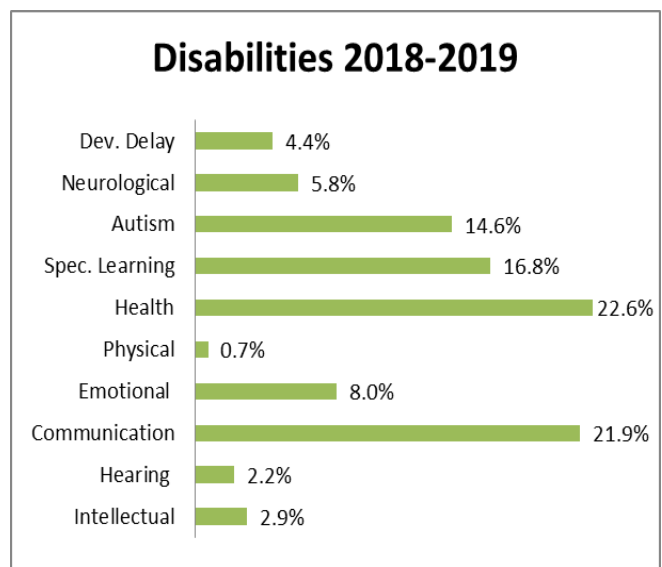
The Pupil Services office makes arrangements for the transport of homeless students and of disabled students needing specialized transportation. There are often number additions and changes during the year. When a homeless child moves into a shelter, or is doubling up with a family within the district, the parent can request that we transport the student to his/her school of origin. Similarly, if the homeless family is able to move into their own domicile in another town, the student(s) may continue to be schooled in Harvard for that school year.

As a result, in 2018-2019, we contracted van transportation for 19 homeless students.

In addition, 18 special education students received specialized van transportation. To provide these services, we coordinated with six different school districts and five different van companies.

## Special Education

Special Education staffing and services remain the same as in the past year. In total, services were provided to 140 students in the Hildreth and Bromfield Schools and in outside specialize programs. We continue to look for ways to provide for students in our schools rather sending students out of district. We have begun some more intense services such as Applied Behavioral Analysis discrete trials. During this school year, our out-of-district population of 19 students was the lowest number in many years. Contemporaneously, the number of preschoolers with disabilities has increased, with six preschool referrals coming after January 2019. This has impacted our preschool student numbers for the 2019-2020.



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The primary disability categories continue to be of Health (often Attention Deficit Hyperactivity Disorder), Communication, and Specific Learning Disabilities as seen below.

Respectfully submitted,

Marie T. Harrington, Ph.D.  
Director of Pupil Services  
Harvard Public Schools

## COMMUNITY EDUCATION

Community Education has been part of the Harvard Public Schools for the past 26 years. These fee-based, self-supporting programs include Bridges Before and After School Care, Spectrum, Summer Adventure, Global Child, Artist in Residence Music Lessons.

The Bridges Before and After School program has a professional staff providing child care for over 130 Hildreth Elementary students in kindergarten through grade 5. Bridges follows the school calendar of 180 days. Snacks are provided daily, 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. Students must be registered to attend the program. Parents may choose to register their children 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.

Spectrum enrichment classes are offered after school, during the summer and “staycations” during school breaks as well as teacher professional days. Courses are offered by teachers, townspeople and outside companies.

All instructors complete a CORI check and are fingerprinted by the state. Programs range from Art classes, to basketball, field hockey, drama, cooking, and baking. Before school Chess Club and Rubik’s Cube Club were very popular this year. First Lego® League Competition team returned once again, the team challenge was City Shaper. Circuit Lab offered Hands on Electronics, STEM engineering using Lego® were offered by Play-Well TEKnologies. Children in grades 4 and 5 participate in the worldwide Math Olympiad program which stimulates enthusiasm for math while introducing concepts and strategies for problem solving.

Summer Spectrum Programs range from soccer, basketball, field hockey, gymnastics, Engineering with Lego® and Incrediflix movie making classes. Gear Up for Kindergarten helps students learn what it is like to be in Kindergarten before their first big day. Ultimate is very popular with the grade 5-12 students. Our Soccer Clinic was a great hit with 40 students participating. The Bromfield Varsity Coaches and players offer this wonderful program for grades 1-6, which helps raise funds for their teams. Harvard Community Education and Park & Rec work together to offer summer tennis lessons for ages 4-14 through the Marcus Lewis Tennis program.



Summer Adventure is a full day program, 8:30-4 p.m. (with optional after-care from 4-6 p.m.) offered for 5-6 individual weeks (depending on the school calendar). Each week has a theme, Independence Day, Olympics, Costume Creation Convention, Science Week, a field trip or guest presenter as well as our popular drama weeks.

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With help from the staff, students rehearse, create the set and their costumes then invite family and friends to attend the performance. Students play Cooperative games, participate in science, nature and art projects. Parents have the option to include swimming lessons at the pond or tennis lessons on the courts at Bromfield sponsored by Harvard Park & Rec.



Summer Adventure drama play was “A Year with Bear” created from the series of “Bear” books by Karma Wilson. The kids and staff built the set together!

Language classes are offered through Community Education by Global Child, Inc. to students in grades K-5. Using the curriculum created by Global Child, 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.

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](mailto:jcavanaugh@psharvard.org)

Debra Mayo  
Bridges Coordinator  
[dmayo@psharvard.org](mailto: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.

Throughout the year, the nurses took advantage of several continuing education opportunities. Some of the topics that were covered at these conferences were vaping and the adolescent brain, challenges for school nursing today, and updates on medication administration in the school setting. It was a great opportunity to sharpen our skills and hear new information regarding pediatric/adolescent care. It is an excellent opportunity to network with other school nurses in New England.



In May, we applied for the Comprehensive School Health Services Grant through the Mass. Department of Public Health (MDPH). The purpose of the grant is to support student academic achievement and reduce chronic absenteeism by supporting the school health staff. We were awarded the grant in September. This will give the health offices funds to help meet the needs of our students with a yearly sum for the next 10 years.

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, life threatening allergies, and puberty. At The Bromfield School (TBS) we assist the teachers with discussions on subjects like puberty, sex education, and first aid.

# EDUCATION

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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.

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 2019, we had over 9,000 student visits and over 200 staff visits.

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.

These screenings include vision, hearing, growth, postural, and dental (HES).

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.

The nurses at both schools participate in activities that take them out of the office and allows them to work closer with staff and students. We help with lessons in the classroom, attend field trips, take part in committees as well as student clubs. Connecting with students outside of our office helps us build better relationships with students.

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**

Each year I look forward to the development of the Annual Report, as a means to reflect on the achievements and accomplishments celebrated by students and staff at Monty Tech. The 2018-2019 school year was a remarkable one, as our school saw the opening of an all-new training facility, renovated instructional space and state-of-the-art equipment added to three vocational areas, students earning more industry-recognized credentials than ever before, and new partnerships with area colleges and universities. It was a year to remember.

Students who attend Monty Tech have chosen a high school experience unlike any other. While completing all of the same high school requirements of students enrolled in a traditional, comprehensive high school, our students are also learning a valuable trade – skills they will carry with them for a lifetime. These vocational skills may provide opportunities for our graduates to work their way through college; they may open the door to new, related career pathways, or they may be the foundation for a lifelong career. The education and training they receive at Monty Tech will open doors and allow them to choose a college and/or career pathway that will define their future.

# EDUCATION

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Monty Tech academic programs continue to serve students at all levels well. This year, students completed the Next Generation MCAS, and earned commendable passing rates: English Language Arts 99%, Mathematics 97%, and Biology 99%. Monty Tech students exceeded the state averages in all 3 subjects. In addition, great strides were made in our relatively new Advanced Placement programs, with more than 60% of test takers earning a score of 3 or better. Finally, an all-new science program was fully integrated in FY19 – Biomedical Sciences. This rigorous sequence of courses was met with enthusiasm from students and staff, so plans to expand this Project Lead the Way programming are underway. Our talented academic faculty 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.

And while we are certainly proud of our academic and vocational training programs, a Monty Tech experience would not be complete without participating in meaningful community service. Last year we were honored to once again host the Wreaths Across America Convoy with a remembrance ceremony as it made its way down to Arlington National Cemetery. As the convoy left the school parking lot and hundreds of American flags waved, I was reminded once again of the value of a Monty Tech education. For a moment, our students were taken out of the classrooms and shops and asked to think about what this convoy meant, where it was heading and how they were a small part of the ceremony.

They were asked to consider service, and through the waves and cheers it was clear that Monty Tech students knew and understood the meaning behind that experience.

It's not often that high school students are asked to stop and think about others and how they might contribute to another person's well-being. But at Monty Tech, our students are not only familiar with the concept, they are committed to community service. Whether it is building a carriage house for the NEADS program, designing and building dugouts for area Little League programs, or ensuring handicap accessibility in dated town offices, our staff and students are proud to serve.

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 2018-2019 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](http://www.monty-tech.net)

Respectfully submitted,

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





## Harvard's youth a year in pictures



# LIBRARY AND THE ARTS

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## LIBRARY DIRECTOR

*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 (1837-1919)*



Ask anyone you know “What does the public library mean to you?” and in 2019 you may get as many different answers as the number of people you ask. “It is the place where I borrow books, DVDs, audiobooks, and games.” “It is where I meet my friends to watch monthly movies.” “It is the place where I attend concerts.” “It is where my child/grandchild and I attend story hour.” “It is the place where my book group gathers to discuss books the library has loaned to us.” “It is where my teacher brings our class for research and reading.” “It is the virtual library where I download (from home and for free!) eBooks, eAudios, and stream films to watch.” “It is the go-to place where I know I will get credible answers to my questions from a professional well-educated librarian.”

Indeed the public library is many things to many people and in 2019 Harvard Public Library (HPL) was that and more! HPL is the single department in town that offers a facility open year-round, delivering daily service to each and every demographic in town - from pre-school children to senior citizens. Harvard Public Library’s FY19 library statistics show attendance, circulation of library materials, and program participation exceeding the high benchmarks of all previous years. 99,689 patrons visited the library in 2019 borrowing an amazing 140,203 items and attending 488 library programs.

Our circulation staff completed 277,952 transactions including the processing of 15,322 library materials borrowed from other libraries.

4,623 Harvard residents possessed an active library card in FY19 translating into 71% of the town population (a likely underestimate since one must be 5 years old to get a library card!). The library was open 52 weeks during FY19 providing 2,341 public service hours.

Collaboration with the Bromfield School and Hildreth Elementary School (HES) continues to grow with HPL working to support the curriculum needs of both schools. The partnership between the library and schools is unique. Certainly the location of our facility contributes to the ease of collaboration, but so too does the outstanding service the library/librarians provide. It has expanded year after year not just because we are close by, but because the service and resources we provide are valued contributions to the successful education of our students. The collaboration between the Bromfield Middle School English department and HPL through the Independent Reading Initiative has grown into a successful partnership helping students discover the joy of reading and providing the students with a basis for lifelong learning.

Led by Reference Librarian Lisa Gagnon and supported by librarians Constance McCormack, Jennifer MacMillan, and Teen Librarian Jill Hayes, the reference staff answered 9,572 reference questions during the year. They provided programs and instruction to patrons in the myriad electronic resources we offer and introduced new technologies through our Maker Space programs.

## LIBRARY AND THE ARTS

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They welcomed 69 Bromfield class visits to the library and provided instruction to students in searching the library catalog, using our proprietary databases, and helped students locate resources within the library for their class assignments.

Led by Abby Kingsbury, and assisted by Celeste Kozlowski and Audrey Alenson, the children's department welcomed 7,489 patrons to 342 children's programs in FY19. Our children's weekly story hours, book clubs, and special programs far exceed the quality and quantity of any of those in similarly sized towns. The children's department hosted 24 HES class visits during 2019 where the students worked on their Caldecott Book projects and this spring learned about our Summer Reading program, "a Universe of Stories". 531 children participated in our summer reading program and activities, and together recorded a collective 7,355 hours of reading!

A generous grant from the Further Forward Foundation funded our ability to greatly expand Maker Space and STEAM (science, technology, engineering, art, and math) programming for our patrons this year. Grant dollars were used to purchase a Cricut Maker Machine, Cricut Cuttlebug, Cricut EasyPress and assorted accessories, scanners for digitizing photos, slides and film, as well as a Maker Space Work Bench and Storage Unit. These acquisitions were in addition to the 3D printer, 3D pens, button makers, and a wireless printer for our green screen photo booth that were purchased through a grant the previous year. Maker Days and Nights were held throughout the year and offered programs for teens and families.

As every library needs to grow its programs and services to remain relevant, we continue to look for ways to do so and realize savings for the town each year by seeking outside funding to support the improvement of these services.

New collections and programs were introduced in 2019. Our non-traditional collection was expanded to include more family games and new book kits in the children's room.

This collection now includes a telescope, the Kill-a-Watt electricity usage monitor, and four ukuleles available for patrons to borrow. We introduced our "Cookbook book club" in October which meets monthly and explores the cuisine and tastes of different cultures. A monthly "Strum -Along with Danno" Ukulele program began in 2019 providing basic instruction and musical fun.

In 2019 the library was sad to see Head of Circulation Kristeen Bolduc leave the staff as she relocated out of state. Librarian Constance McCormack assumed the Circulation Librarian position in November and made the change in staffing seamless. Constance was assisted this year by long-time employees Jennifer Holmes, Catherine Chaisson and Megan Balbresky. Susan Andrews continued as our Cataloger

Each year there is a long list of supporters and volunteers who step forward to contribute to the success of library services. Sincere thanks goes to our book group leaders Elsie Shutt and Susan Hardy; to library volunteers Carole Flagg and Danno Sullivan; to Friends of the Arts members Joan Eliyesil and Judy Wong who coordinate the Friends of the Arts concert series; to Joe Schmidt who took care of our recycling every month, and to Pete Jackson who faithfully watched over the facility all year long.

## LIBRARY AND THE ARTS

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Organizations that provided time, talent, and funding to our success this year include the Garden Club of Harvard who annually enhance the gardening section of our book collection with donations and whose weekly flower arrangements gracefully adorn our Circulation desk; the Friends of the Harvard Public Library (FOHPL) led by Friends President Chris Frechette who fund our annual museum pass program, summer reading program, children's programming, teen programming, our Books@Home program, as well as the Friends of the Arts concerts. A special thank you goes to the Further Forward Foundation whose grant this year allowed us to expand our Maker programming with new equipment and technology.

In October 2019 the Massachusetts Board of Library Commissioners accepted and approved HPL's Strategic Plan 2019-2023, which sets forth a road map for new and exciting things to come in the next five years. That the public library means so many things to so many people is indicative of the central role the library plays in our community. Our plan for the next five years is to find new and better ways to serve our residents.

My sincere gratitude to the Harvard Public Library Trustee Board chaired this year by Davida Bagatelle. Your commitment to the library, your unwavering support to the staff and our shared vision for the future are the foundation for HPL's many achievements this year and will be the cornerstone for our future success.

Respectfully submitted,

Mary C. Wilson  
Library Director



*Annual Book Sale*

### LIBRARY TRUSTEES

2019 was another monumental year for the Harvard Public Library, our patrons, and our visitors. Our annual activities have been, and continue to be very popular and eagerly anticipated. These events include the Friends of the Harvard Public Library's Book Sale, Friends of the Arts music and theatre performances, and the Ice Cream Social which is the kick-off to the Summer Reading Program. Our children, teen, after school, and evening adult/family events continue to grow in number and variety.

Our collaboration with the schools and town residents and groups continued in 2019. Art works by Bromfield students were paired with the Garden Clubs' interpretive floral arrangements at *Bloom N Art*. Captain Brenda Berkman, a first-responder/firefighter during 9/11, gave a presentation in conjunction with her "Thirty-Six Views of One World Trade Center" stone lithographs that were on display. Doug Slade's graphic arts were on display throughout the year, and the Brown Bag Book Club, as well as the Great Books Discussion Group, met regularly.

## LIBRARY AND THE ARTS

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A new and very popular monthly Cookbook Club “meets and eats” on Thursday evenings to share homemade dishes that reflect myriad cuisines from around the world.

Music and theatre performances again filled Volunteers Hall. Danno Sullivan sponsored an Easy Ukulele Strum Along, and the library staff hosted our popular Family Maker Nights. Record crowds again attended the Friends of the Arts’ annual concerts. Performers included Harvey Reid & Joyce Anderson, Charles Williams, Jez Lowe, Hubby Jenkins, Aine Minogue (from Massachusetts), and the Bruce Molsky Trio. And last but not least, the radio play *Little Women* was performed two times to near capacity crowds.



**Ice Cream Social**

As is the case each year, the HPL sponsored numerous unique and varied children’s and teen programs, book groups, movie days/nights, and technology days throughout the year. Our 3D printer and our digital scanner, which converts photos for transfer to a personal device, are now available for use by patrons during scheduled events or by appointment.

Attendance at young-adult and children’s programs continues to climb steadily, with nearly 7,500 young patrons participating in 349 free

programs in 2019. Adult programs (sponsored by both the HPL and other town groups and organizations) in 2019 were attended by more than 2,900 people!

Of course, what would a library be without books? Our collection continued to grow to meet the needs and interests of our patrons. 5,077 books and materials were purchased in 2019. There were more than 277,952 transactions at the Circulation Desk, an increase of 2.3% over 2018.

The Harvard Public Library is the one public building in town that is open to and serves all ages, provides unique activities and events that are always free, offers free space for meetings and educational programs, has free technology support, and presents ongoing programs for patrons of all ages. We are open 50 hours a week from September to June, and 44 hours a week in July and August. All of these benefits, and our operating costs, are made possible through a variety of funding sources. \$619,000 came from Harvard’s 2020 town budget. Library Expendable Trust Funds, which are held and transferred by the town to the library’s operating budget (~\$5,000 annually), and State Aid To Libraries (~\$7,000-\$8,000 annually, depending on state revenues) also provide funding.

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 HPL receives a significant amount of funding for building improvements and programming from The HPL Trust, Inc., which budgets 4-5% of its holdings each year to library improvements, additional programming, maintenance, etc. Generous public donations to the Harvard Public Library’s annual book fund appeal help offset the costs of

# LIBRARY AND THE ARTS

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opening on Fridays from 10am to 2pm during the school year. The fundraising activities of the Friends of HPL also provide ~\$20,000 for museum passes, children's programming, and music programs.

And recently, annual grants of ~\$5,000 have been used to purchase Maker Space equipment and furnishings.

It is because of the hard work of Library Director Mary Wilson, her staff, the pages, the Board of Trustees, the HPL Trust, Friends of HPL Friends/Friends of the Arts, and the support of our community and patrons that we can once again celebrate so many successes in 2019. This is, no doubt, quite a change from what the first Harvard Public Library must have looked like when it was established 164 years ago!

The implementation of our new five-year long-range plan has begun. These are the three goals we identified as areas of need, based on best practice and community input:

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
3. Digitize and catalogue historical collections to both preserve and provide greater access

We will be providing updates throughout the process and urge you to share your thoughts and ideas with the staff and trustees.

Finally, we want to thank the community and our patrons for your ongoing support of the Harvard Public Library.

We 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."***

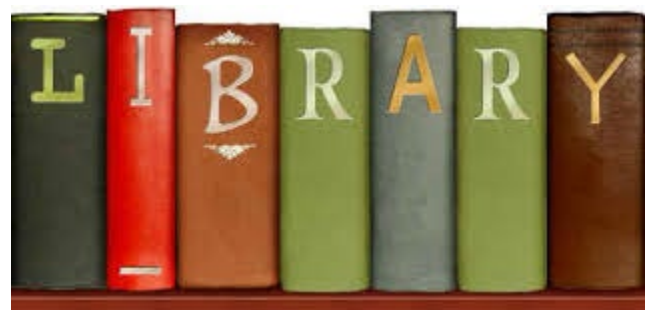
(2019 survey comments).

*"Libraries store the energy that fuels the imagination. They open up windows to the world and inspire us to explore and achieve, and contribute to improving our quality of life." Sidney Sheldon, American writer and producer*

*"Whatever the cost of our libraries, the price is cheap compared to that of an ignorant nation." Walter Cronkite*

Respectfully submitted,

Davida Bagetelle  
Chair of the Harvard Public Library Trustees



# HEALTH AND HUMAN SERVICES

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## BOARD OF HEALTH

The members of the Harvard Board of Health thanks 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 appreciate 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, who runs the BoH office with outstanding professionalism, while also assisting with the Transfer Station and Permanent Building Committees. We all rely on her exemplary support and organization.

The Board of Health had a busy year in 2019 with news of Per-and Polyfluoroalkyl Substances (PFAS or ‘forever chemicals’) identified in both private wells and public water supplies in the area near Harvard’s boundary with the old Ft. Devens and the identification of a single mosquito positive for Eastern Equine Encephalitis (EEE) in the Still River area of town .

On March 6, *The Boston Globe* published an article on PFAS in the water supplies of seven Massachusetts communities, including Harvard. The Board of Health, working with our Health Agent, Ira Grossman and DPW Director Tim Kilhart, issued a statement within 24 hours to inform town residents about PFAS.

In addition, the Board:

- Worked closely with the Massachusetts Department of Environmental (DEP) Water Quality division, seeking advice and resources for residents.
- Actively tracked the Army’s remedial investigation of the numerous sources of PFAS on Devens by attending the Devens

Restoration Advisory Board (RAB) quarterly meetings run by the Army to obtain information first-hand about the contamination and its extent.

- Requested the Army conduct additional testing of both private wells and public water supplies in target areas of Harvard. (The Army agreed and offered free testing to 200 additional locations; approximately 100 of these residents and public water supplies accepted the free PFAS water test.)
- Collaborated with the Select Board and organized a public information session, “Our drinking water and PFAS” on June 19 with representatives of DEP and the Massachusetts Department of Public Health (DPH). In attendance were State Senator Jamie Eldridge and representatives of the following state legislators: Jen Benson, Elizabeth Warren, and Lori Trahan. Approximately 48 residents attended the forum.
- Worked with students from Boston University to develop a Frequently Asked Questions list for residents.

The Board is actively monitoring the PFAS situation.

On August 19, Mass. Department of Public Health informed the Board that a mosquito that tested positive for Eastern Equine Encephalitis (EEE) had been located in town. The Board, working with the Nashoba Associated Boards of Health, issued a press release about the threat of EEE within 2 days. In addition, the Board:

- Worked with the DPH Arbovirus Surveillance Program to stay current on the situation and identify outreach information for town residents.

## HEALTH AND HUMAN SERVICES

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- Reached out to all town groups with late afternoon and evening outdoor activities (the schools, sports programs, Fruitlands, etc.) to advise them of the EEE risk and provide reference materials.
- Provided informational materials to all doctors, dentists, and veterinarians in town.
- Organized an emergency meeting with the Select Board and Town Administrator to discuss Harvard's threat level and possible response scenarios.

The Board will continue to educate residents on how to protect themselves from mosquito borne diseases.

The Board of Health achieved our planned goals in 2019.

1. Continued 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 Town-wide Cleanup and the Garden Club Plant Sale.
  - Invited Dr. Steven Rich, UMass Laboratory for Medical Zoology (UMass LMZ), to give a talk on tick control and disease in May. The video of this talk is available on the Board of Health website.
  - Worked with NABH and UMass LMZ to establish a discounted tick-testing program for residents of the 16 NABH towns. Tick tests were discounted by \$25.
2. Organized an opioids presentation in conjunction with the schools by Massachusetts Association of Health Boards Vice President Mike Hugo.

3. Modified our well regulations to protect primary drinking water wells from new dual-use technologies, as well as establish quality testing requirements at the time of home sales ; modified our tobacco sales regulations to prohibit the sales of flavors including mint and menthol; adopted a new regulation prohibiting smoking in workplaces and public spaces; adopted a new regulation for safe and sanitary marijuana establishments, including cultivation; and modified our fees regulation to include fees for marijuana establishment and tobacco sales permit applications.
4. Updated the Board of Health website and worked to increase communications to town residents.
5. Continued to strengthen our interactions with other Town boards and groups.

Permits issued/reviewed by the Board in 2019:

Emergency Beaver permits for DPW	4
Septic permits	61
Stable permits	24
Title 5 reports	87
Waste hauler permits	10
Well permits	15

Other activities included:

- The Board finalized one Community Septic Loan to a resident to pay for septic system repairs in 2019.
- The Board members and Clerk stayed up to date with MA emergency preparedness systems testing the public health emergency call down
- Participated in the Council on Aging (COA) "Safe at Home" information session

## HEALTH AND HUMAN SERVICES

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- Presenting an overview of the SMART program during a COA lunch.
- Covering a shift at the COA cooling center during a heat wave.
- Collaborated with the League of Women Voters to host a meeting on Recycling.
- Participated in the COA/Fire Department organized "Harvard Services Open House."
- Attended the Agricultural Committee's information meeting "Sowing the Seeds".

In 2019, the Board of Health held 22 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 Bromfield School, the Conservation Commission, the Council on Aging, 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.

2019 also saw Board of Health members acting as representatives on other committees.

- Libby Levison member and Tom Philippou chair: of the Transfer Station Committee; continued to work with Tim Kilhart (DPW), and Stu Sklar and Rich Maiore (Select Board), to implement the Save Money and Reduce Trash (SMART) strategy. Thirteen meetings.
- Sharon McCarthy: Board member on the Municipal Vulnerabilities Preparedness Committee. Seven meetings and two community workshops.

- Sharon McCarthy: Board member attending the Land Use Board meetings. Four meetings.
- Tom Philippou and Libby Levison: Attended four meetings with Conservation Commission's Deer Management Subcommittee.

In addition, Board members:

- Attended and participated in two Municipal Vulnerabilities workshops.
- Presented at the "Environmental Action in Harvard" forum.
- Libby Levison 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 in Shirley and at three Repair Cafes in Bolton.
- Attended the Massachusetts Association of Health Boards Certificate program.
- Participated in the "Third Annual statewide tick-borne disease symposium" at UMASS Amherst.

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, protecting ground water from contamination, ensuring an adequate supply of clean and safe drinking water, emergency planning, monitoring the Town beach water quality, applying Title 5 and reviewing the progress and function of installed innovative technology system designs, as well as traditional septic systems. One of the tools we utilize is updating our existing regulations when warranted or creating new ones when novel situations demand, such as marijuana legalization.

## HEALTH AND HUMAN SERVICES

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Two principal areas of focus for the coming year will be PFAS contamination and control, and the proliferation of tick- or mosquito-borne diseases including EEE.

2020 reminders from the Board:

- Water quality can change over time; have you had your well-water tested recently?
- If you live in the areas adjacent to Devens please consider having your water tested for PFAS chemicals and watch for new DPH contamination limits. (We will post this on our website, when it becomes available.)
- 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 effective 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](http://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.

- 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.

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. All citizens are welcome to attend our meetings and our sponsored presentations, please consider doing so.

Respectfully submitted,

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



Board member Libby Levison speaks  
at the Environmental Forum.

# HEALTH AND HUMAN SERVICES

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## 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 web site to provide information for the public: [www.nashoba.org](http://www.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.

We look forward to continuing our work with **Harvard's Board of Health**. Included in highlights of 2019 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 **84** 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) - 88**

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

### **Food Service Licenses & Inspections - 14**

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 - 11**

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 - 3**

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.

# HEALTH AND HUMAN SERVICES

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Similarly, complaints from residents concerning unsanitary conditions or pollution events are investigated.

## **Septic System Test Applications - 38**

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 – 76**

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 - 37**

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 – 43**

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.

## **Septic System Plan Reviews (new lots) - 32 (upgrades) - 19**

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

## **Septic System Inspections – 54**

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 – 6**

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

## **Well Permits – 13**

## **Water Quality/Well Consultations – 32**

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 - 15**

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 - 646**

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.



# HEALTH AND HUMAN SERVICES

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## **Home Health Aide Visits - 49**

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

## **Rehabilitative Therapy Visit - 515**

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 - 3**

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

## **Hospice Volunteer and Spiritual Care Visits – 5**

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

## **Community Health Nursing**

Nashoba's Community Health Nursing program provides an essential public health service to it 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 will-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 11 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.

Our staff conducted 30 health promotion/well-being visits in your communities.

We administered 90 flu shots through our annual clinics.

# HEALTH AND HUMAN SERVICES

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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 – 92 Confirmed - 51

Communicable Disease Number of Cases:

• Anaplasmosis	9
• Babesiosis	1
• Campylobacter	1
• Giardia	2
• Group A Strep	1
• Group B Strep	1
• Influenza	32
• Leginella	1
• Salmonella	1
• Shigellosis	1
• Strep Pneumoniae	1

## Dental Health Department

### Examination, Cleaning & Fluoride

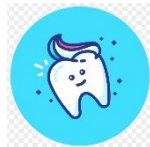
#### Grades K, 2 & 4

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 – 200

Students Participating – 108

Referred to Dentist - 14



#### 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 Garreffi, 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, 2019, the number of seniors in Harvard was 1,705, more than 28 percent of the total town population of 5,894. 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 total senior population used programs and/or services through the COA at one time or another during the year.

The Council on Aging has five in-house 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). In addition, the COA manages part-time on-call van drivers who transport seniors to appointments in-town and the region. 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.

## HEALTH AND HUMAN SERVICES

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The administrative assistant/dispatcher's pay is reimbursed partly by MART with the rest 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, an email blast, the local town list-serve, and the local cable-access channel.



The COA enjoys good relations with town schools and committees, town groups including the Woman's Club, Garden Club, and Farm to Friend (including Soup for seniors), Harvard Family Association, Girl Scouts, Boy Scouts, Lions Club, 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. Because of this lack of space at Hildreth House the COA has applied to the town for an addition to be built on the property that will accommodate seating for up to 90+. This application is expected to be brought for a vote at the May annual town meeting in 2020.

Harvard's youth support COA's activities through community hours for their mandatory service projects, National Honor Society, and through Scouting. The COA works with the Catholic Heart Work Camp group during their summer volunteering program with teams of students from all over the country.

## HEALTH AND HUMAN SERVICES

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They support our seniors in their homes by providing help with projects the seniors are no longer able to do themselves. These teams also work at Hildreth House doing cleaning, painting, and other jobs that would have otherwise cost money to have done by professionals.

The COA with the help of the Friends of the Council on Aging purchased a wheelchair accessible van through community donations and the additional cost for upkeep and driver pay was approved to be added to the annual budget. This van supplements the rides that the MART van cannot accommodate. Even with two vans on the road, there is often a need to send ride requests to a volunteer organization called Harvard Help. This volunteer program facilitates transportation for seniors when either of the COA-run vans cannot accommodate their needs.

Respectfully submitted,

COA Board of Directors: Beth Williams and  
Cathy Walker, co-chairwomen

Bruce Dolimount, treasurer

Members: Guy Oliva, Fran Maiore, Carl Sciple,  
Carol Lee Tonge, Chet Hooper, and Lynne Musto-  
Pesa.

Alternate member/recorder, Connie Larrabee

\*Deb Thomson, \*Victoria Hayao

COA Staff:

Deborah Thompson, MS, LSW, Director

Maria Holland, Outreach Coordinator

Charlotte Winchell, Outreach Coordinator, LCSW

Lisa Rosen, Administrative Assistant/ Dispatcher

Jennifer Schoenberg, Program Coordinator

COA Van Drivers: Peter Tenneson,

JulioValladares, David Burney

Scott Dinsmore, Pamela Mc Innis

\*Frank Magrath, \*Jeanell Scott

### 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: Sharon Briggs, Heidi Siegrist, Pat Cooper, Hank Fitek, Sue Barber, Barbara Cerva, and Mina Femino

\* Retired from CO as of July 2019



Wednesday morning Men's Coffee



CoA Director Debbie Thompson provides entertainment on the Hildreth House porch at the ice cream social.



Holiday Luncheon held at St. Theresa's church

# HEALTH AND HUMAN SERVICES

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## ELDERLY & DISABLED TAXATION AID COMMITTEE

In 2019 generous Harvard residents donated enough money to fund \$ 15, 394 in property taxes for the residents who qualified for assistance from the Elderly and Disabled Tax Aid Fund. The donations go 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. 2019 contributions were on target with our previous year totals excepting 2018. The committee was able to defray substantial costs for applicants this year and did not request any help from a trust fund set up to assist the town's elderly population.

A big "THANK YOU" to the generous 2019 contributors and those who are planning to contribute in 2020.



Respectfully,

Lindsay Ames, 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' SERVICES

- \$24,989 paid out to MGL Chapter 115 benefits from January 2019 – December 2019, down \$7,580 from 2018 benefits.
- Thirty-eight (38) monthly veteran benefit checks were written in support of MGL Chapter 115.
- Eight veterans and or families of veterans were assisted into the VA healthcare system.
- Seven veterans were assisted with applications and support into VA for disability claims. Five of those veterans have been awarded disability compensation.

Thank you,

Mike Detillion  
Harvard VSO



Annual Memorial Day Parade lead by  
Harvard Veteran Steve Cronin

# 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

- Completed a full depth reclamation of a portion of Littleton Country Rd. from Massachusetts Ave. to Oak Hill Rd. and the beginning portion of Sherry Rd.
- Added approximately 6 inches of dense graded materials then graded and compacted the gravel portions of Sherry Rd. and Warren Ave. and corrected the roadside drainage on both roads
- Crack sealed 5 roads through town totaling 4.25 miles of work completed
- Did a 20% crumb rubber surface application on entire length of Blanchard Rd., Murray Ln., Warren Ave. and Brown Rd. except for section on Bolton side of Rt. 495
- Worked on Complete Streets grant of \$370,000 that was awarded to the Town in Feb. 2019 and will be done in the spring of 2020
- Continued 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 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



Department Employees Rob Tremblay and Larry Allard pick up bags from the town wide curbside clean-up day.



- Continued cleaning out catch basins in town
- Continued expanding building maintenance program for all town buildings except for the schools
- Cut down over 113 dead or dangerous trees along the roadways 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

# PUBLIC WORKS

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- Built and repaired catch basins
- Issued 46 driveway permits and 14 trench permits
- Mowed and weed wacked fields, parks, town common areas, around buildings and school facilities
- Mowed conservation areas
- Cleaned up leaf debris in the spring and fall
- Set up and took down fencing, barricades, traffic cones and put out trash barrels for several events during the year
- Continued 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

## **Water Department**

- Dealt with coliform issue with well 05G on Pond Rd. during summer and put it back in service in November 2019
- Hired Tighe and Bond to prepare and design for a full-time chlorination system for the town public water supply in case it is needed in the future
- Secured funding at STM on Oct. 28, 2019 for a new mixing unit to be installed into the water tank in 2020

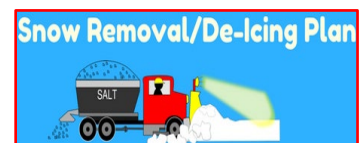
- Completed a system wide hydrant flushing program in the fall
- Read water meter's quarterly
- Hired consultant to test all back flow devices in town as required by MassDEP
- Water tank was inspected in July by private contractor

## **Transfer Station**

- Installed some more new signage
- Secured a grant from MassDEP that increased the amount we receive from \$4,550 to a new amount of \$5,250.
- Installed new paper compactor that was purchased by the town

## **Winter 2018 - 2019**

The winter of 2018 - 2019 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. Ice was a big problem this past year even though the snow amount was down significantly. 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 52.75 inches of snow
- We had 13 plowing events
- We were called in 39 times to treat icy road conditions
- We distributed 2,775 tons of salt and 2,755 tons of sand

## PUBLIC WORKS

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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, Craig Tiilikkala, Andy Bernhardt, Sam Stacy, Joe Miller, Jason Fisher and Henry Dentino. 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

### CEMETERY COMMISSION

After 127 years more of the beautiful trees of Bellevue Cemetery are showing their age. The Cemetery Commission has continued their tree maintenance program with the removal of some of the dead maples and with the planting of newer trees to replace them. In addition to the removal of the maples at Bellevue, winter storms the took down some exceptionally large pines and fir trees at both Bellevue and the center cemetery. One of these trees caused serious damage to one of the antique marble head stones at the center cemetery. The stone will require additional study to determine the best restoration process. The commission is also starting a planting program for the newer sections of the Bellevue. This tree work will continue for several more years and will account for a large portion of the commission's budget.



Updating of our records and putting them into an electronic database is nearly complete. This back-up database was started a few years ago and will help make our records more searchable and less prone to possible loss or damage. A new large scale map of the Bellevue was printed and updated to include all of the newer sections.

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

The Commission would like to thank the DPW and especially Jason for his attention and care to all the cemeteries.

Respectfully submitted,  
John Lee

Theodore Maxant, Chair

Bruce Dolimount



# ENVIRONMENTAL PROTECTION

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## 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 2018-19, due to heavier than normal rainfall, the draw down was limited in depth and reached approximately 4.5 feet of its 6 foot goal. This year the draw down was able to achieve a 6 foot depth. Last year the invasive species increased in the deeper draw down zone due to the limited depth. This year, as of the end of January 2020, we are seeing higher than normal temperatures and greater variability with multiple freezes and thaws.

We will examine efficacy of the draw down on controlling invasive species next summer. Native plants continue to be restored and the habitat is increasing its diversity.

While invasive species are still present, based on the 2019 monitoring report, they continue to be controlled in the draw down zone allowing for repopulation of native plants. Just as important, though, is the control of phosphorous pollution. As background, a completely undeveloped watershed contains normally 5-10 ug/l of phosphorous 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 phosphorous in the Pond bottom. The 1998 measurements by DEP measured the level at 44 ug/l and our target for our original DEP/EPA grant was 30 ug/l. Bare Hill Pond was classified as endangered at the 44 ug/l level and we have achieved well under the 30 ug/l level after initiating the draw down program.



# ENVIRONMENTAL PROTECTION

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By keeping phosphorous low, 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 phosphorous levels is in our view the most important achievement of the work of the Committee in protecting the health of Bare Hill Pond.

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.

Our monitoring data and reports can be found on the Committee webpage on the Town Website:

[www.harvard.ma.us/bhpwmc](http://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 and its watershed.

We can all help by:

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

Pablo Carbonell

Megan Glew

Brian McClain, Secretary

Peter von Loesecke, Treasurer

Bruce Leicher, Chair

Morey Kraus, Associate Member

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](http://www.harvard.ma.us). The Commission's Administrator/Agent welcomes inquiries.

The Conservation Commission held a total of 25 public meetings during 2019 as well as numerous site visits at proposed project sites. Our activity statistics for the year are as follows:

Type of Activity	2019	2018	2017
Notice of Intent	10	14	8
Order of Conditions (Approvals)	12	11	7
Order of Conditions (Denials)	0	1	0
Abbreviated Notices of Resource Area Delineation	0	1	0
Orders of Resource Area Delineation	0	1	0
Request for Determination of Applicability	14	16	15
Determination of Applicability	14	16	16
Certificate of Compliance	8	22	9
Extension to Order of Conditions	3	2	3
Enforcement Orders	1	1	0
Amended Order of Conditions	1	0	0

# ENVIRONMENTAL PROTECTION

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The Commission works with 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

The Smith land overlooking Black Pond that was acquired by the Town at the close of 2018 was integrated into Sudbury Valley Trustees' (SVT) new Smith Reservation in 2019. The Commission worked with SVT, which will manage the land, and drew up A Memorandum of Understanding to guide the collaboration. The Smith Reservation, with land in Littleton and Harvard, abuts 64 acres of existing Harvard conservation land. SVT worked diligently to assess and prepare the reservation for public visitation and it was ready to open at the end of 2019.

In a major development, Community Harvest, the non-profit that does volunteer farming for hunger relief, and owns the Prospect Hill Orchard, is securing an Agricultural Protection

Restriction (APR) from the State that will protect this orchard from development in perpetuity. This is an especially scenic site abutting Dean's Hill conservation land – a beautiful hilly 78-acre orchard iconic to Harvard with expansive views west across the Nashua basin. Originally part of Westward Orchards, the Town was keen, but unable, to purchase this important scenic landscape when it was sold. Most fortunately the purchaser, Earle McEvoy took care of the orchard for 4 years and then gave it as an unrestricted gift to Community Harvest. Now the valuable land will be protected with an APR with development rights sold and reimbursed by the State, the Harvard Conservation Trust and the Town of Harvard. The Conservation Commission committed to raising \$500,000 over two years to preserve this scenic historic agricultural site that is also a nexus for community engagement for local hunger relief.

Thanks to additional philanthropy, 4.7 acres of pastoral landscape on the Ayer line was protected in 2019. Theodore Maxant has placed a Conservation Restriction, held by the Town, on his hayfield to keep it in agricultural use.

In order to develop more proactive land protection in Town the Commission and the Harvard Conservation Trust proposed that the Town establish a standing Open Space Committee (OSC). In the end, the Select Board agreed to appoint a 9 person OSC with a 2-year charter to identify land for potential conservation protection, municipal and recreational use. The new OSC will begin work in January 2020.

# ENVIRONMENTAL PROTECTION

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In regulatory response to a request by Carlson's Orchards to place a public well on its land, the Commission voted to place a Zone 1 Restriction for Public Drinking Water Supply Protection on a portion of the adjacent Dunlap conservation land, giving assurance that land uses that could contaminate drinking water would not be allowed. The action was approved at town meeting and now will go to the State legislature.

At the invitation of the Department of Conservation and Recreation, the Commission voted to include Harvard in the expanded area of the Forest Legacy program that protects large parcels of privately owned forests with the aid of Federal funds. The Commission collaborated with the Harvard Conservation Trust on specific projects in 2019 and thanks the Trust for its ongoing work protecting land in Harvard.

Concerned 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. In 2019 the new subcommittee with Paul Willard from the Conservation Commission, Tom Cotton from the Harvard Conservation Trust, Ben Urquhart, Jason Cole and chair, Bob Douglass was very active. They organized seven public forums inviting the State Moose and Deer Biologist from MA Fish and Wildlife, the State botanist, a Tufts researcher on ticks and tick-borne diseases, a veterinarian expert in deer contraception, land managers from area towns, Mass Audubon and The Trustees, plus hunters and others involved in deer management programs. The subcommittee

presented results of surveys to assess the density of deer and impacts on conservation land in Town, researched the conditions and programs in nearby MA towns and the northeast region, posted resources on the Town website, fielded questions and input from the public and developed a plan that was presented to and accepted by the Conservation Commission in the Fall. The proposal to organize a controlled hunt, assigning bow hunters to designated conservation areas was controversial and elicited a warrant article to ban all hunting on Town conservation land at the Fall Special Town Meeting. This article did not pass, however the Commission's decision to allow a controlled hunt in the Fall of 2020 remains a hotly debated issue in Town. A number of tree stands used illegally by hunters were removed from conservation land in December. The program will continue to develop, with public forums and an expanded deer-impact monitoring program, in 2020.



The Land Stewardship Subcommittee (LSS) and a network of volunteers monitor conservation areas and maintain trails. Work this year centered on removing graffiti at Hoskings Point, completing a new trail on Willard/Poitras, rebuilding a bridge on Hoch, posting CDC tick signage and clearing invasives on Coke and along Bridal Way leading to Hermann Orchard.

# ENVIRONMENTAL PROTECTION

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Jim Burns is the head of the chainsaw crew and Brian McClain helps coordinate engagement. Additional monitors and trail keepers are always needed and welcome to join the group!

LSS organizes two hikes each year to feature the Town's conservation areas. The Spring walk in early April explored the Willard and Poitras lands, introducing the new trail through this impressive wildlife area west of Bare Hill Pond. The Fall walk featured another wildlife mecca, Hermann Orchard, with its hilltop vistas and access to protected sections of Bowers Brook. Both walks were well attended and much enjoyed.

An effort to protect frogs and salamanders crossing our roads when the first "warm" rains arrive in early spring is a tradition now thanks to the leadership of Brian McClain. Signs were 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 making continued progress pulling invasive Garlic Mustard as part of that well-organized effort. Many thanks to all!

Thanks to DPW, the parking areas of Bare Hill Wildlife Sanctuary, Clapp-Scorgie and the Mass Avenue land have been improved with grading and gravel to improve access. The playing field on Ann Lees Rd, which is on conservation land but under management of Park and Recreation since its inception, was upgraded to a regulation softball field.

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 2019 totaled \$3,523. Harvard Community Gardens flourished on the Coke land off Littleton Road; to request a plot for next year, contact:

[hcgmembership@gmail.org](mailto:hcgmembership@gmail.org).

We would like to thank the members of the Land Stewardship Subcommittee: Jim Adelson, Pam Durrant, Jim Burns, Brian McClain, Peter von Conta, Sydney Blackwell and Wendy Sisson, plus unofficial member, John Lee.

## Conservation Commissioners and Staff

The Commission's membership remained virtually unchanged in 2019. Don Ritchie continued to serve as the chair of the Commission. The Commission also gained a new associate member, Derek Beard. Derek is employed by the Massachusetts Division of Conservation and Recreation as a Forester at the Quabinn. Having an individual with type of experience is a pleasant addition to the Commission. The Commission welcomes Derek and his family to Harvard.

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. Jaye Waldron is the Commission's representative to the Community Resilience Working Group.

# ENVIRONMENTAL PROTECTION

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In addition, in 2019 Jaye completed her final training unit of the Massachusetts Association of Conservation Commissioners *Fundamentals for Conservation Commissioner*. The eight unit training sessions ensure that Conservation Commissions make informed, smart, and legally sound decisions protecting wetlands and open space and implementing the MA Wetlands Protection Act and Conservation Commission Act, based on science, technology, laws, regulations, and policies.

The Conservation Agent, along with the Director of Community and Economic Development spent part of 2019 working with Montachusett Regional Planning Commission to develop a Permitting Guide to assist applicants through the application process for all of the Land Use Boards. This guide will be available in early 2020.

The 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 2019 the Agent monitored ten different projects around Town, including the 22-unit Chapter 40B project along Stow Road known as Pine Hill Village.

## **Respectfully submitted,**

Don Ritchie, Chair

Paul Willard, Vice Chair

Wendy Sisson

Janet (Jaye) Waldron

Joanne Ward

Jim Burns

Mark Shaw

Liz Allard, Land Use Administrator/Conservation Agent

## **TREE WARDEN**

I thought I'd start with some background on the role of a Tree Warden in the State of Massachusetts then delve into how the Tree Warden serves the town.

The Tree Warden is governed by MGL 87, MGL 40, and the Chapter 90 section of the Harvard bylaw. MGL 87 was first framed in the late 1800s and became more formal in 1913. Rather than suffer reading all of the mundane text of these laws, in a nutshell, the Tree Warden has jurisdiction of the trees along the public roads, specifically, those trees within the legal right-of-way of the specific road in question. The Tree Warden may also be involved in removal and/or plantings of trees in public lands held by the Town, for example, the land our public schools sit on, the town common, and so on. If you are inclined to remove a tree along the roadside without the Tree Warden's review, it can result in a fine – we ask land and homeowners to consult with the Tree Warden prior to removal of any roadside tree.

The funds to remove and care for our public trees come from two sources – the first is the Tree Warden budget of \$22,500 for FY20 and the second is funded by an article on the town warrant providing the DPW with \$20,000 for roadside tree maintenance. The Tree Warden budget is used primarily for caring for our Elm trees, roadside tree removal and trimming, and for tree plantings.

Dangerous tree removal is the primary activity funded by both budgets. We learn of dangerous trees to evaluate several ways: residents phone in or email the Tree Warden or DPW, we target specific roads with a high density of dangerous trees, or observation by your Tree Warden during

# ENVIRONMENTAL PROTECTION

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cycling outings around town. During the year, the Tree Warden received and fielded dozens of phone calls and emails with reports and requests to examine dangerous trees. The Tree Warden thanks everyone who comes forward with a dangerous tree report.

The most economical way to remove trees is by hiring a tree company for a day versus hiring a company to cut a specific tree or trees. Working closely with the DPW, we develop a prioritized list of dangerous trees based on risk to persons or personal property and locality. The town pays when the tree crew is driving from one side of the town to the other, so we attempt to localize the removal as much as possible, e.g., take care of all the dangerous trees along Stow Rd.

The cost of tree removal consists of \$3220 per day for the tree crew, \$660 per load of wood removed, and \$376 for police detail. These costs are partially driven by various laws in Massachusetts, such as the prevailing wage law, and laws requiring police detail at \$45 per hour for a minimum of 4 hours. With our combined budgets, we were able to remove 113 dangerous trees, remove 7 loads resulting from the removal of those trees in the last year. Despite these efforts, we have much work to do to continue to maintain the safety of our public roadways from dangerous trees. Our budget, at the current funding rate, does not allow us to remove all dangerous trees we'd like to remove.

You may wonder what is causing trees to decline along our roadsides (and, perhaps on your own property). The Emerald Ash Borer arrived in Massachusetts around 2012 and is the primary cause for the decline in the health of our stock of ash trees. The Hemlock Woolly Adelgid and the *Fiorinia externa* has been causing the hemlock trees to suffer, and the droughts of 2010 has weakened many trees, making them susceptible

to fungus, notably, white pines. The town of Harvard is luckier than other towns to the south of us, where those towns suffered a deeper and more severe droughts as well as gypsy moth caterpillar invasions. These towns have had significant losses Harvard has been lucky to escape.

Removal of trees is not all the Tree Warden budget funds. Working closely with the Elm Commission, we spent \$3318 on elm tree injections to help maintain the health of our precious elm trees. We also were able to plant 19 trees around The Bromfield School parking lot, the Ryan playing fields, and the library in part funded by a National Grid grant (matched by funds from the Tree Warden budget, in-kind donations of time and material from the DPW and the Tree Warden, and generous volunteer time by provided by caring Harvard residents).

In closing, there are specific people I would like to acknowledge for their help. The first is Bill Calderwood from the Elm Commission. Bill spearheaded and planned the entire tree planting project we accomplished, including post planting care and feeding of those new trees (many thanks to the entourage of people who helped Bill make the plantings a success). Bill also arranges all of the logistics for the elm tree maintenance. The second is Tim Kilhart from the DPW. Tim makes all the arrangements with our tree vendor, the police department, and others as needed to successfully execute dangerous tree removal projects. Tim's team also provided in-kind support for our tree planting project. Lastly, I would like to acknowledge Christian and Sean Bilodeau for providing pro bono consulting to me when I need professional opinions on matters related to our trees.

Respectfully submitted,  
JC Ferguson, Harvard Tree Warden

# TOWN MEETING AND ELECTION RESULTS

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## CITIZENS CAUCUS

March 18, 2019

The meeting was called to order in the Town Hall Meeting Room on Monday, March 18, 2019 at 7:00 p.m. by Town Clerk, Marlene Kenney.

On motions made, seconded, and voted unanimously, Steve Nigzus 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 shown below:

<u>Position</u>	<u>Nominee</u>	<u>Vote</u>
<b>MODERATOR</b> <u>One position for one year</u>	William K. Barton	unanimous
<b>SELECT BOARD</b> <u>Two positions for three years</u>	Stuart Sklar Alice von Loesecke	unanimous
<b>LIBRARY TRUSTEE</b> <u>Two positions for three years</u>	Martha N. Green Stacie Cassat Green	unanimous
<b>SCHOOL COMMITTEE</b> <u>One position for three years</u>	Suzanne Clarke Allen	unanimous
<b>SCHOOL COMMITTEE</b> <u>One position for two years</u>	Sharlene R. Cronin	unanimous
<b>WARNER FREE LECTURE TRUSTEE</b> <u>Two positions for three years</u>	Patricia H. Jennings Sheila R. Simollardes	unanimous
<b>WARNER FREE LECTURE TRUSTEE</b> <u>One position for two years</u>	Jennifer Malloy Combs Lynda J. Herbolsheimer	unanimous

The meeting dissolved at 7:07 PM.

Barbara Kemp and Joe Schmidt checked in 45 voters out of 4,416 registered voters (4,203 active voters).

Respectfully submitted,  
Mary Jarvis, Caucus Secretary

# TOWN MEETING AND ELECTION RESULTS

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## ANNUAL TOWN MEETING

Saturday, May 4, 2019

The meeting was called to order in the Bromfield Gymnasium at 9:05 a.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
Lori Bolasevich	Finance Director
Christopher Ryan	Economic Development Director
Timothy Kilhart	DPW Director
Richard Sicard	Fire Chief
Edward Denmark	Police Chief
Debbie Thompson	COA Director
Aziz Aghayev	School Business Manager
Jon Snyder	School Facilities Manager
Liz Allard	Land Use Administrator/Conservation Agent

### ARTICLE 1: ANNUAL REPORTS

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

(Inserted by Select Board)

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

I move 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 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.

(Reports were heard from the Select Board and the Transfer Station Committee)

### 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 2018, 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,

I move that the Town transfer \$6,407 from the Stabilization Fund to pay the outstanding Department of Public Works Fiscal Year 2018 bill for Covanta.

Voted unanimously yes that the Town transfer \$6,407 from the Stabilization Fund to pay the outstanding Department of Public Works Fiscal Year 2018 bill for Covanta.

# TOWN MEETING AND ELECTION RESULTS

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## **ARTICLE 3: EXTEND SUNSET DATE**

To see if the Town will vote to extend the expenditure authorization expiration date for the expenditures authorized under Article 22 (Fire Pond Restoration) of the Warrant for the 2017 Annual Town Meeting from June 30, 2019 to June 30, 2020, or take any vote or votes in relation thereto.

(Inserted by Select Board)

On a motion by Stuart Sklar, 39 Scott Road, Select Board and seconded,  
I move that the Town extend the expenditure authorization expiration date for the expenditures authorized under Article 22 (Fire Pond Restoration) of the Warrant for the 2017 Annual Town Meeting from June 30, 2019 to June 30, 2020.

Voted unanimously yes that the Town extend the expenditure authorization expiration date for the expenditures authorized under Article 22 (Fire Pond Restoration) of the Warrant for the 2017 Annual Town Meeting from June 30, 2019 to June 30, 2020.

## **ARTICLE 4: OTHER POST EMPLOYMENT BENEFITS (OPEB) ACTUARIAL AUDIT**

To see if the Town will vote to raise and appropriate, borrow, or transfer from available funds a sum of money to conduct an OPEB actuarial audit in Fiscal Year 2019, or pass any vote or votes in relation thereto.

(Inserted by Select Board)

On a motion by Alice von Loesecke, 84 Warren Avenue, Select Board and seconded,  
I move that the Town transfer the sum of \$8,000 from the Stabilization Fund to conduct an Other Post-Employment Benefits actuarial audit in the current fiscal year.

Voted greater than 2/3 yes that the Town transfer the sum of \$8,000 from the Stabilization Fund to conduct an Other Post-Employment Benefits actuarial audit in the current fiscal year.

## **ARTICLE 5: INFORMATION TECHNOLOGY UPGRADE**

To see if the Town will vote to transfer a sum of money from the Fiscal Year 2018 Certified Free Cash Account to purchase various Information Technology Equipment for various departments in order to upgrade outdated and broken equipment, or pass any vote or votes in relation thereto.

(Inserted by Select Board)

On a motion by Richard Maiore, 50 Slough Road, Select Board and seconded,  
I move that the Town transfer \$67,209 from the Fiscal Year 2018 Certified Free Cash Account to purchase various Information Technology Equipment for various departments in order to upgrade outdated and broken equipment.

Voted unanimously yes that the Town transfer \$67,209 from the Fiscal Year 2018 Certified Free Cash Account to purchase various Information Technology Equipment for various departments in order to upgrade outdated and broken equipment.

# TOWN MEETING AND ELECTION RESULTS

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## **ARTICLE 6: STABILIZATION FUND FUNDING**

To see if the Town will vote to transfer a sum of money from Fiscal Year 2018 Certified Free Cash to the Stabilization Fund, or pass any vote or votes in relation thereto.

(Inserted by Finance Committee)

On a motion by Mark Buell, 237 Littleton County Road, Finance Committee and seconded,  
I move that the Town transfer \$14,407 from the Fiscal Year 2018 Certified Free Cash Account to the Stabilization Fund in accordance with Chapter 17, Section 17-4 of the Town Code.

Voted unanimously yes that the Town transfer \$14,407 from the Fiscal Year 2018 Certified Free Cash Account to the Stabilization Fund in accordance with Chapter 17, Section 17-4 of the Town Code.

## **ARTICLE 7: AMEND ARTICLE 3 HAPGOOD LIBRARY**

To see if the Town will vote to amend Article 3 Hapgood Library of the October 22, 2018 Special Town Meeting, by replacing the word “was” after “a) \$191,000” with “shall be” in order to be able to transfer the \$191,000 from the Capital Stabilization and Investment Fund as authorized by the Capital Planning and Investment Committee, or pass any vote or votes in relation thereto.

(Inserted by Select Board and Capital Planning and Investment Committee)

On a motion by Lucy Wallace, 18 Orchard Hill, Select Board and seconded,  
I move that the Town amend its vote under Article 3, Hapgood Library, of the October 22, 2018 Special Town Meeting, by replacing the word “was” after “a) \$1A91,000” with “shall be” in order to authorize the transfer the \$191,000 from the Capital Stabilization and Investment Fund as authorized by the Capital Planning and Investment Committee.

Voted unanimously yes that the Town amend its vote under Article 3, Hapgood Library, of the October 22, 2018 Special Town Meeting, by replacing the word “was” after “a) \$191,000” with “shall be” in order to authorize the transfer the \$191,000 from the Capital Stabilization and Investment Fund as authorized by the Capital Planning and Investment Committee.

## **ARTICLE 8: RESCIND BORROWING AUTHORITY**

To see if the Town will vote to rescind the \$383,000 borrowing authorized by its vote under Article 7 of the November 6, 2017 Special Town Meeting for the Old Library ADA Accessibility Project, or pass any vote or votes in relation thereto.

(Inserted by the Select Board)

On a motion by Lucy Wallace, 18 Orchard Hill, Select Board and seconded,  
I move that the Town rescind the \$383,000 borrowing authorized by its vote under Article 7 of the November 6, 2017 Special Town Meeting for the Old Library ADA Accessibility Project.

Voted unanimously yes that the Town rescind the \$383,000 borrowing authorized by its vote under Article 7 of the November 6, 2017 Special Town Meeting for the Old Library ADA Accessibility Project.

# TOWN MEETING AND ELECTION RESULTS

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## **ARTICLE 9: TRANSFER OF BORROWING PROCEEDS**

To see if the Town will vote to appropriate and transfer the unexpended amount of money that was initially borrowed to finance the Hildreth House Senior Center Project (Phase 1) that is now complete and for which no further liability remains, to pay a portion of the costs of the Old Library Accessibility (front entrance) project that have not yet been expended, including the payment of all costs incidental and related thereto, as permitted by Chapter 44, Section 20 of the General Laws thereby reducing the amount needed to be borrowed under Article 3 of the October 22, 2018 Special Town Meeting, or take any other action relative thereto.

(Inserted by Select Board)

On a motion by Lucy Wallace, 18 Orchard Hill, Select Board and seconded,  
I move that the Town appropriate \$59,371.79 of unexpended bond sale proceeds from the Hildreth House Project (Phase 1) Account to the Old Library Accessibility Project thus reducing the amount currently needed to be borrowed for said library project from \$200,000 to \$140,628.21.

Voted greater than 2/3 yes that the Town appropriate \$59,371.79 of unexpended bond sale proceeds from the Hildreth House Project (Phase 1) Account to the Old Library Accessibility Project thus reducing the amount currently needed to be borrowed for said library project from \$200,000 to \$140,628.21.

## **ARTICLE 10: SEWER ENTERPRISE RETAINED EARNINGS**

To see if the Town will vote to transfer \$40,075 from the Certified Sewer Enterprise Retained Earnings Fund to the Fiscal Year 2019 Sewer Enterprise Expense Account, or pass any vote or votes in relation thereto.

(Inserted by Water and Sewer Commission)

On a motion by Rick Maiore, 12 Woodchuck Hill Road, Water & Sewer Commission and seconded,  
I move that the Town transfer \$40,075 from the Certified Sewer Enterprise Retained Earnings Fund to the Fiscal Year 2019 Sewer Enterprise Expense Account.

Voted unanimously yes that the Town transfer \$40,075 from the Certified Sewer Enterprise Retained Earnings Fund to the Fiscal Year 2019 Sewer Enterprise Expense Account.



Town Administrator Tim Bragan talking with Select Board members at the Annual Town Meeting.



As the Town Moderator, Bill Barton presides over the town meeting procedures.

# TOWN MEETING AND ELECTION RESULTS

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## **ARTICLE 11: 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 2020, or pass any vote or votes in relation thereto.(Inserted by Finance Committee)

On a motion by Alice von Loesecke, 84 Warren Avenue, Select Board and seconded,  
I move that the Town appropriate \$ 27,226,371 to defray the expenses of the Town for Fiscal Year 2020 as printed in the Warrant and Finance Committee Report for the 2019 Annual Town Meeting on pages 34 through 40, and that said appropriation be provided by raising \$26,907,418 by taxation; by transferring \$13,252 from Wetlands Fees; by transferring \$5,000 from Library Expendable Trust Funds; by utilizing \$203,700 from the Ambulance Revolving Account, as appropriated later in said warrant under Article 35; and by transferring \$97,001 from the cable Access Receipts Reserved Account, with any remaining funds at the end of the fiscal year being returned to their funding source; and appropriate \$191,657 to defray the expenses of the Harvard Wastewater Management District Commission for Fiscal Year 2020, which appropriation shall be provided by transferring \$91,827 from the Betterments Reserved for Debt Service Account and by utilizing \$100,000 from estimated wastewater revenues.

Voted majority yes that the Town appropriate \$27,226,371 to defray the expenses of the Town for Fiscal Year 2020 as printed in the Warrant and Finance Committee Report for the 2019 Annual Town Meeting on pages 34 through 40, and that said appropriation be provided by raising \$26,907,418 by taxation; by transferring \$13,252 from Wetlands Fees; by transferring \$5,000 from Library Expendable Trust Funds; by utilizing \$203,700 from the Ambulance Revolving Account, as appropriated later in said warrant under Article 35; and by transferring \$97,001 from the cable Access Receipts Reserved Account, with any remaining funds at the end of the fiscal year being returned to their funding source; and appropriate \$191,657 to defray the expenses of the Harvard Wastewater Management District Commission for Fiscal Year 2020, which appropriation shall be provided by transferring \$91,827 from the Betterments Reserved for Debt Service Account and by utilizing \$100,000 from estimated wastewater revenues.



Finance Committee Chair Don Ludwig speaks at the Annual Town Meeting.

# Town of Harvard FY20 Omnibus Budget

Line #	Department/Account	Actual FY16	Actual FY17	Actual FY18	Budgeted FY19	Request FY20
<b>GENERAL GOVERNMENT</b>						
<b>Select Board</b>						
1	Personnel	232,603	248,130	251,958	279,900	305,193
2	Town Audit	15,000	20,000	20,000	20,000	21,000
	Expenses	13,359	10,713	14,060	20,000	25,000
	Copy Machine	3,238	5,878	5,801	3,800	4,000
	Postage	15,887	17,663	14,906	17,000	17,840
3	Total Expenses	32,484	34,254	34,767	40,800	46,840
	Total Select Board	280,087	302,384	306,725	340,700	373,033
<b>Finance Committee</b>						
4	Expenses	176	176	180	200	200
<b>Finance Department</b>						
5	Personnel	343,494	318,314	296,757	336,331	358,554
	Certification Compensation	1,192	1,000	499	2,000	2,000
	Total Personnel	344,686	319,314	297,256	338,331	360,554
	Technology Services & Supplies	30,682	See line #7	See line #7	See line #7	See line #7
6	Expenses	92,750	85,321	100,444	102,700	103,700
	Total Expenses	123,431	85,321	100,444	102,700	103,700
7	Technology	16,749	64,922	74,280	80,000	80,000
	Total Finance Department	484,866	469,557	471,980	521,031	544,254
<b>Legal</b>						
	Town Counsel Fees & Expenses	30,172	22,782	29,383	35,000	35,000
	Other Legal Fees & Expenses	27,029	19,995	5,028	20,000	20,000
8	Total Legal	57,201	42,777	34,411	55,000	55,000
<b>Personnel Board</b>						
9	Expenses	-	-	-	100	100
<b>Town Clerk</b>						
10	Personnel	70,426	70,934	65,555	76,627	78,991
	Certification Compensation	1,000	1,000	-	1,000	1,000
	Total Personnel	71,426	71,934	65,555	77,627	79,991
	Expenses	1,709	1,679	9,636	4,825	4,600
	Publications Reprinting/Codification	5,050	4,481	5,190	5,200	5,500
11	Total Expenses	6,759	6,160	14,826	10,025	10,100
	Total Town Clerk	78,185	78,094	80,381	87,652	90,091
<b>Elections &amp; Registrars</b>						
	Registrars' Honoraria	500	500	500	500	500
	Expenses	5,325	6,278	4,719	8,800	8,800
	Census	690	511	763	800	900
12	Total Elections & Registrars	6,515	7,289	5,982	10,100	10,200

# Town of Harvard FY20 Omnibus Budget

Line #	Department/Account	Actual FY16	Actual FY17	Actual FY18	Budgeted FY19	Request FY20
	<b>Land Use Boards</b>					
13	Personnel	53,972	54,641	55,450	56,978	131,029
	Conservation Expenses, ZBA Expenses, and Planning Board Expenses:					
	Office Supplies	369	418	505	1,000	2,530
	Purchase Services	8,424	2,172	2,026	1,600	4,753
	MRPC Assessment	1,659	1,701	1,742	1,786	1,835
14	<b>Total Expenses</b>	10,452	4,291	4,272	4,386	9,118
	*Subsidies from other funds	<i>incl. above</i>	<i>incl. above</i>	<i>incl. above</i>	<i>incl. above</i>	<i>incl. above</i>
	<b>Total Land Use Boards</b>	64,424	58,932	59,722	61,364	140,147
* Wetland Bylaw Fees FY20 \$13,252						
	<b>Public Buildings</b>					
15	Personnel	26,346	25,946	26,264	32,292	33,274
	Operating Expenses	39,502	34,530	13,543	39,250	39,250
	Energy	79,147	83,126	84,424	104,000	104,000
	Maintenance & Equipment	59,770	40,909	103,496	102,500	102,500
	Waste Water Treatment Ops.	85,479	63,847	82,709	85,000	85,000
16	<b>Total Expenses</b>	263,898	222,412	284,171	330,750	330,750
	<b>Total Public Buildings</b>	290,244	248,358	310,435	363,042	364,024
	<b>Annual Town Reports</b>					
17	Expenses	3,560	3,820	14,029	4,000	5,000
<b>TOTAL GENERAL GOVERNMENT</b>		<b>1,265,258</b>	<b>1,211,387</b>	<b>1,283,846</b>	<b>1,443,189</b>	<b>1,582,049</b>
	<b>PUBLIC SAFETY</b>					
	<b>Police Department</b>					
19	Personnel	879,960	888,559	861,093	1,018,156	1,010,211
	Public Safety Building	40,723	21,938	27,727	20,800	20,800
	Cruiser Maintenance	8,703	9,955	10,163	10,000	10,000
	Supplies & Expenses	48,412	44,648	41,984	53,550	54,550
20	<b>Total Expenses</b>	97,838	76,541	79,874	84,350	85,350
21	Police Vehicle	34,213	34,213	34,213	36,000	-
	<b>Total Police Department</b>	1,012,011	999,313	975,180	1,138,506	1,095,561
	<b>Communications Department (NVRDD)</b>					
	Personnel					
	Expenses	193,576	167,598	160,265	187,293	201,369
22	<b>Total Communications Department</b>	193,576	167,598	160,265	187,293	201,369

# Town of Harvard FY20 Omnibus Budget

Line #	Department/Account	Actual FY16	Actual FY17	Actual FY18	Budgeted FY19	Request FY20
	<b>Fire Department</b>					
23	Personnel	188,613	221,565	211,325	316,499	328,563
	Expenses	49,832	50,765	51,602	50,650	51,582
	Radio Replacement & Repair	2,340	988	2,360	2,550	2,600
	Protective Equipment	5,078	12,542	11,657	11,891	12,486
24	Total Expenses	57,250	64,295	65,618	65,091	66,668
	<b>Total Fire Department</b>	<b>245,863</b>	<b>285,860</b>	<b>276,944</b>	<b>381,590</b>	<b>395,231</b>
	<b>Ambulance *</b>					
	Personnel			50,060	61,200	135,224
	Expenses	134,968	67,928	61,782	108,893	102,000
	Training	25,883	21,066	21,407	38,400	40,500
25	<b>Total Ambulance</b>	<b>160,852</b>	<b>88,994</b>	<b>133,249</b>	<b>208,493</b>	<b>277,724</b>
<i>* Note : The Ambulance budget will be paid out of the Ambulance Revolving Account (see Revolving Account Article in warrant).</i>						
	<b>Building &amp; Zoning Inspector</b>					
26	Fees & Expenses	62,175	80,191	55,491	50,000	50,000
	<b>Gas Inspector</b>					
27	Fees & Expenses	3,522	3,521	2,854	4,000	4,000
	<b>Plumbing Inspector</b>					
28	Fees & Expenses	5,425	8,117	9,142	7,000	7,000
	<b>Wiring Inspector</b>					
29	Fees & Expenses	10,099	12,358	10,014	11,000	11,000
	<b>Animal Control</b>					
	Personnel	16,500	16,500	16,500	16,500	16,863
	Expenses	459	-	-	750	750
30	<b>Total Animal Control</b>	<b>16,959</b>	<b>16,500</b>	<b>16,500</b>	<b>17,250</b>	<b>17,613</b>
	<b>Tree Warden</b>					
31	Expenses	13,361	11,800	14,000	20,000	22,500
<b>TOTAL PUBLIC SAFETY</b>		<b>1,723,841</b>	<b>1,674,252</b>	<b>1,653,639</b>	<b>2,025,132</b>	<b>2,081,998</b>

# Town of Harvard FY20 Omnibus Budget

Line #	Department/Account	Actual FY16	Actual FY17	Actual FY18	Budgeted FY19	Request FY20
<b>SCHOOLS</b>						
	<b>Local Schools</b>					
	<b>Administration</b>					
	Salaries/Benefits	415,380	424,913	498,506	436,980	409,044
	Transportation	257,660	309,572	323,000	350,000	390,000
	Other Expenses	132,642	159,095	162,699	107,392	90,892
	Total Administration	805,682	893,580	984,205	894,372	889,936
	<b>Maintenance</b>					
	Salaries	457,540	155,119	143,320	153,622	538,475
	Utilities	303,000	273,119	260,207	250,000	225,000
	Other Expenses	224,502	660,648	654,732	718,657	323,635
	Total Maintenance	985,042	1,088,886	1,058,259	1,122,279	1,087,110
	<b>Hildreth Elementary School</b>					
	Salaries	2,500,758	2,458,017	2,440,690	2,649,492	2,783,090
	Expenses	121,539	123,288	168,258	140,940	102,456
	Total Elementary	2,622,297	2,581,305	2,608,949	2,790,432	2,885,546
	<b>The Bromfield School</b>					
	Salaries	4,016,018	4,095,906	3,711,832	4,346,902	4,573,081
	Expenses	198,788	226,891	199,463	196,505	178,037
	Total Bromfield	4,214,806	4,322,797	3,911,295	4,543,407	4,751,118
	<b>Pupil Services (SPED)</b>					
	Salaries	2,115,468	2,120,112	1,816,524	2,257,306	2,265,540
	Other Expenses	102,398	66,329	80,415	108,975	133,161
	Collaborative Services	520,202	400,436	591,554	792,476	812,307
	Transportation	384,446	336,838	288,525	330,910	314,000
	Tuition	123,712	374,133	273,660	88,526	111,937
	Pre-School Salaries	103,733	40,579	44,336	47,156	81,792
	Pre-School Expenses	1,153	-	709	3,327	1,548
	Total Pupil Services	3,351,112	3,338,427	3,095,722	3,628,676	3,720,285
	<b>Technology</b>					
	Salaries	150,009	241,171	280,473	305,417	313,346
	Expenses	145,657	136,870	178,322	125,946	135,719
	Total Technology	295,666	378,041	458,794	431,363	449,065
	Subsidies from Other Funds	<i>incl. above</i>	<i>incl. above</i>	<i>incl. above</i>	<i>incl. above</i>	<i>incl. above</i>
32	Total Local Schools	12,274,605	12,603,036	12,117,225	13,410,529	13,783,060
33	<b>Montachusett Regional Voc. Tech.</b>	121,504	93,020	112,453	76,572	66,220
<b>TOTAL SCHOOLS</b>		<b>12,396,109</b>	<b>12,696,056</b>	<b>12,229,678</b>	<b>13,487,101</b>	<b>13,849,280</b>
<b>PHYSICAL ENVIRONMENT</b>						
	<b>Department of Public Works</b>					
34	Personnel	674,209	733,647	665,946	737,509	771,503
	Maintenance & Equipment	103,433	90,397	101,474	98,800	92,000
	Fuel	51,946	51,400	56,599	74,500	74,500
	Improvements & Construction	73,103	88,852	114,358	117,000	134,800
	Snow & Ice Removal	193,347	255,069	299,086	112,000	112,000
	Telephone & Electricity	9,313	10,480	10,762	11,700	11,800
35	Total Expenses	431,142	496,198	582,280	414,000	425,100
36	Small Equipment Repair/Replace.	26,504	17,909	30,000	30,000	30,000
	Total Department of Public Works	1,131,856	1,247,754	1,278,225	1,181,509	1,226,603

# Town of Harvard FY20 Omnibus Budget

Line #	Department/Account	Actual FY16	Actual FY17	Actual FY18	Budgeted FY19	Request FY20
	<b>Solid Waste Transfer</b>					
	Transfer Station Expenses	162,974	146,239	165,195	170,050	170,050
	Hazardous Waste Disposal	9,173	3,907	4,562	3,907	3,907
37	Total Solid Waste Transfer	172,147	150,146	169,757	173,957	173,957
	<b>Street Lights &amp; Traffic Signal</b>					
38	Expenses	9,578	6,025	6,826	6,500	6,500
	<b>Water Department</b>					
39	Expenses	17,987	17,339	27,947	23,100	25,000
	<b>Pond Committee</b>					
40	Expenses	25,030	13,068	27,128	28,000	28,000
	<b>Cemeteries</b>					
41	Expenses	1,819	2,500	561	2,500	2,500
<b>TOTAL PHYSICAL ENVIRONMENT</b>		<b>1,358,417</b>	<b>1,436,832</b>	<b>1,510,444</b>	<b>1,415,566</b>	<b>1,462,560</b>
	<b>HUMAN SERVICES</b>					
	<b>Board of Health</b>					
42	Personnel	9,022	7,042	16,718	18,640	19,089
	Expenses	764	537	1,044	1,600	3,210
	Nashoba Assoc. Boards of Health	16,035	22,654	23,261	24,424	25,646
	Minuteman Home Center	1,146	1,016	1,146	1,146	1,146
43	Total Expenses	17,944	24,207	25,451	27,170	30,002
	Total Board of Health	26,966	31,249	42,169	45,810	49,091
	<b>Council on Aging</b>					
44	Personnel	88,429	113,417	116,305	131,496	131,024
45	MART Personnel	33,161	31,066	33,879	37,673	37,673
46	Expenses	1,933	1,849	1,753	1,995	1,995
47	MART Van Expenses	612	732	401	1,000	1,000
	Total Expenses	2,545	2,581	2,154	2,995	2,995
	Subsidies from Other Funds*	<i>incl. above</i>	<i>incl. above</i>	<i>incl. above</i>	<i>incl. above</i>	<i>incl. above</i>
	Total Council on Aging	124,136	147,064	152,337	172,164	171,692
* \$8,000 for Formula Grant						
	<b>Veterans' Services</b>					
	Personnel	5,200	5,200	5,200	5,200	5,980
	Expenses	134	644	542	1,500	1,500
	Benefits	14,736	10,859	27,165	21,600	23,200
	Total Expenses	14,870	11,503	27,707	23,100	24,700
48	Total Veterans' Services	20,070	16,703	32,907	28,300	30,680
<b>TOTAL HUMAN SERVICES</b>		<b>171,172</b>	<b>195,016</b>	<b>227,413</b>	<b>246,274</b>	<b>251,463</b>

# Town of Harvard FY20 Omnibus Budget

Line #	Department/Account	Actual FY16	Actual FY17	Actual FY18	Budgeted FY19	Request FY20
<b>CULTURE AND RECREATION</b>						
	<b>Library*</b>					
49	Personnel	408,855	413,798	425,729	446,737	460,177
50	Expenses	149,384	153,760	154,103	156,291	159,075
	Subsidies from Other Funds*	<i>incl. above</i>	<i>incl. above</i>	<i>incl. above</i>	<i>incl. above</i>	<i>incl. above</i>
	<b>Total Library</b>	<b>558,239</b>	<b>567,558</b>	<b>579,832</b>	<b>603,028</b>	<b>619,252</b>
* \$5,000 to be transferred from Library Expendable Trust Funds.						
	<b>Cable Access</b>					
51	Personnel			40,256	52,348	66,371
	Expenses		6,728	28,423	28,152	30,630
	Equipment		62,410		-	-
52	Total Expenses		69,138	28,423	28,152	30,630
	Subsidies from Other Funds*	<i>incl. above</i>	<i>incl. above</i>	<i>incl. above</i>	<i>incl. above</i>	<i>incl. above</i>
	<b>Total Cable Access</b>	<b>-</b>	<b>69,138</b>	<b>68,679</b>	<b>80,500</b>	<b>97,001</b>
* \$97,001 to be transferred from Charter revenues						
	<b>Parks &amp; Recreation</b>					
53	Commons & Schools/Grounds Exp.	26,824	22,292	31,650	25,650	25,650
54	Beach Expense	15,530	18,347	11,585	19,361	19,361
55	Beach Personnel - Director	11,508	13,234	12,272	15,034	15,485
	Groundskeeping Personnel	-	-	-	-	-
	<b>Total Parks &amp; Recreation</b>	<b>53,862</b>	<b>53,873</b>	<b>55,507</b>	<b>60,045</b>	<b>60,496</b>
	<b>Historical Commission</b>					
56	Expenses	-	43	-	500	150
	<b>Agricultural Commission</b>					
57	Expenses	-	-	-	500	500
<b>TOTAL CULTURE AND RECREATION</b>		<b>612,101</b>	<b>690,612</b>	<b>704,018</b>	<b>744,573</b>	<b>777,399</b>
<b>INSURANCE AND FRINGE</b>						
	<b>Property/Liability</b>					
58	Insurance	107,966	101,525	134,288	201,825	214,447
	<b>Employee Benefits</b>					
	Worcester Regional Retirement	682,457	737,805	756,788	851,961	894,559
	Workers' Compensation Insurance	100,363	134,949	102,564	115,500	128,197
	Unemployment Insurance	21,097	41,270	16,044	35,000	35,000
	Medicare	199,975	204,498	206,698	200,850	206,474
	Health Insurance	2,090,765	2,351,219	2,117,824	3,265,782	3,306,413
	Life Insurance	-	-	29	12,000	12,960
	Deferred Compensation	15,483	13,889	9,671	13,000	13,000
	Disability Insurance	21,900	25,004	29,094	24,000	25,500
	Benefits Administration	57	19,566	1,738	2,500	2,500
	OPEB Trust Funding	450,000	450,000	450,000	500,000	500,000
59	<b>Total Employee Benefits</b>	<b>3,582,097</b>	<b>3,978,200</b>	<b>3,690,450</b>	<b>5,020,593</b>	<b>5,124,603</b>
<b>TOTAL INSURANCE &amp; FRINGE</b>		<b>3,690,063</b>	<b>4,079,725</b>	<b>3,824,738</b>	<b>5,222,418</b>	<b>5,339,050</b>
<b>TOTAL OPERATING BEFORE DEBT</b>		<b>21,216,961</b>	<b>21,983,880</b>	<b>21,433,776</b>	<b>24,584,253</b>	<b>25,343,799</b>

# Town of Harvard FY20 Omnibus Budget

Line #	Department/Account	Actual FY16	Actual FY17	Actual FY18	Budgeted FY19	Request FY20
	<b>NON-EXCLUDED DEBT</b>					
	<b>Debt Expense</b>					
	Senior Center (Hildreth House) Improve Principal					10,000
	Senior Center (Hildreth House) Improve Interest					5,938
	MCWT MA Clean Water Trust Sewer Principal*					24,852
	MCWT MA Clean Water Trust Sewer Interest*					8,033
	MCWT Reduction - 59.4% Sewer Betterments*					(32,884)
	Sewer System Connections Principal					10,000
	Sewer System Connections Interest					3,525
60	Debt Payment	5,000	14,033	30,311	30,396	29,464
61	Borrowing Cost	-	9,999	8,490	3,500	10,000
	Debt Expense Total Payments	5,000	24,032	38,801	33,896	39,464
	<b>TOTAL OPERATING AFTER NON-EXCLUDED DEBT</b>	<b>21,221,961</b>	<b>22,007,912</b>	<b>21,472,576</b>	<b>24,618,149</b>	<b>25,383,263</b>
	<b>EXCLUDED DEBT</b>					
	<b>Permanent Debt</b>					
	Public Safety Building (2000) Principal	140,000	135,000	130,000	125,000	120,000
	Public Safety Building (2000) Interest	15,125	12,375	9,563	6,694	3,938
	Bromfield School (2004) Principal	350,000	345,000	340,000	335,000	330,000
	Bromfield School (2004) Interest	66,358	60,813	53,538	45,944	38,463
	Library (2004) Principal	145,000	140,000	140,000	140,000	135,000
	Library (2004) Interest	27,888	25,038	22,063	18,913	15,819
	School Roof (2006) Principal	125,000	125,000	-	-	-
	School Roof (2006) Interest	6,521	2,656	-	-	-
	MWPAT Sewer Project (net of Betterments before FY20) Prin.	43,983	44,545	50,149	46,424	91,979
	MWPAT Sewer Project (net of Betterments prior to FY20) Int.	19,128	18,088	17,180	16,260	29,729
	Sewer Project Reduction - Sewer Betterments					(58,943)
	MWPAT Reduction - Sewer Betterments					(58,943)
	Town Hall Principal (net of CPA)		112,500	115,000	115,000	115,000
	Town Hall Interest		90,000	50,838	48,538	46,238
	Littleton County Road Principal		58,000	55,000	55,000	55,000
	Littleton County Road Interest		25,720	14,300	13,200	12,100
	Fire Tanker Truck Principal		25,000	25,000	25,000	25,000
	Fire Tanker Truck Interest		14,000	7,750	7,250	6,750
	Hildreth House Accessibility Principal			66,000	65,000	65,000
	Hildreth House Accessibility Interest			37,230	43,050	39,800
	HES Principal			-	-	-
	HES Interest			-	-	671,365
62	Excluded Debt Total Payments	939,003	1,227,338	1,133,611	1,106,273	1,742,238
	<b>Temporary Debt</b>					
63	Exempt BAN Total Payments	-	-	100,540	139,043	174,894
	<b>TOTAL EXCLUDED DEBT</b>	<b>939,003</b>	<b>1,227,338</b>	<b>1,234,151</b>	<b>1,245,316</b>	<b>1,917,132</b>
	<b>GRAND TOTAL OMNIBUS BUDGET</b>	<b>22,160,964</b>	<b>23,235,250</b>	<b>22,706,727</b>	<b>25,863,465</b>	<b>27,300,395</b>
	<b>ENTERPRISE FUND:</b>					
	<b>Sewer Department</b>					
	Operating Expenses	100,000	100,000	38,578	100,000	100,000
	Debt Service (from Betterments)	90,710	91,483	91,657	91,657	91,657
	Total Expenses	190,710	191,483	130,235	191,657	191,657
64	Total Sewer Enterprise	190,710	191,483	130,235	191,657	191,657
	<i>All operating expenses to be funded by rates and fees. Sewer Debt funded by exempt debt and betterments.</i>					

# TOWN MEETING AND ELECTION RESULTS

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## **ARTICLE 12: RESERVE FUND – FISCAL YEAR 2020**

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 2020, or pass any vote or votes in relation thereto.

(Inserted by Finance Committee)

On a motion by Siko Sikochi, 12 West Bare Hill Road, Finance Committee and seconded,  
I move that the Town appropriate \$330,000 to be placed in the Reserve Fund of the Town for unforeseen and extraordinary expenses for Fiscal Year 2020 and that said appropriation be provided by raising \$330,000 by taxation.

Voted unanimously yes that the Town appropriate \$330,000 to be placed in the Reserve Fund of the Town for unforeseen and extraordinary expenses for Fiscal Year 2020 and that said appropriation be provided by raising \$330,000 by taxation.

## **ARTICLE 13: OPERATING EXPENSES FOR SENIOR TRANSPORTATION**

To see if the Town will vote to raise and appropriate a sum of money, to be spent by the Council on Aging (COA), to cover the operating expenses for a vehicle, to be donated to the COA by the Friends of the COA, used to transport senior and disabled citizens, or pass any vote or votes in relation thereto.

(Inserted by Select Board)

On a motion by Kara Minar, 204 Still River Road, Select Board and seconded,  
I move that the Town appropriate \$25,552 to cover the operating expenses for a vehicle, to be donated to the Council on Aging (COA) by the Friends of the COA, to be used to transport senior and disabled citizens and that said appropriation be provided by raising \$25,552 by taxation.

An amendment to the article was proposed by Lucas Thayer, 92 South Shaker Road and seconded, to double the amount requested by the article.

The amendment was not accepted by the Select Board.

Voted unanimously yes that the Town appropriate \$25,552 to cover the operating expenses for a vehicle, to be donated to the Council on Aging (COA) by the Friends of the COA, to be used to transport senior and disabled citizens and that said appropriation be provided by raising \$25,552 by taxation.

## **ARTICLE 14: PURCHASE PRECINCT SCANNER AND BALLOT BOX**

To see if the Town will vote to raise and appropriate a sum of money to be expended by the Town Clerk, to purchase a new precinct scanner and voting box for the Town, or pass any vote or votes in relation thereto.

(Inserted by Select Board)

On a motion by Richard Maiore, 50 Slough Road, Select Board and seconded,  
I move that the Town appropriate \$5,000 to be expended by the Town Clerk, to purchase a new precinct scanner and voting box for the Town and that said appropriation be provided by raising \$5,000 by taxation.

# TOWN MEETING AND ELECTION RESULTS

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Voted unanimously yes that the Town appropriate \$5,000 to be expended by the Town Clerk, to purchase a new precinct scanner and voting box for the Town and that said appropriation be provided by raising \$5,000 by taxation.

## **ARTICLE 15: 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 Select Board, to contract with a professional company to trim trees and large brush along the Town's roadsides, 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 Select Board)

On a motion by Kara Minar, 204 Still River Road, Select Board 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 Select Board, to contract with a professional company to trim trees and large brush along the Town's roadsides, with unexpended funds as of June 30, 2020 being returned to their funding source and that said appropriation be provided by raising \$20,000 by taxation.

A friendly amendment to the article was offered by Paul Green, 288 Old Littleton Road and seconded, to delete the words, "along the Town's roadsides" from the article.

The amendment was not accepted as a friendly amendment by the Select Board

The amendment was proposed (not a friendly amendment) by Paul Green, 288 Old Littleton Road and seconded, to delete the words, "along the Town's roadsides" from the article.

Voted majority yes to delete the words, "along the Town's roadsides" from the article.

An amendment was proposed by Lucy Wallace, 18 Orchard Hill and seconded, to add the wording, "on Harvard's municipal lands", after the words "...to trim trees and large brush..."

The Select Board accepted the amendment.

Voted unanimously yes that the Town appropriate \$20,000 to be expended by the Department of Public Works Director, with the approval of the Select Board, to contract with a professional company to trim trees and large brush on Harvard's municipal lands, with unexpended funds as of June 30, 2020 being returned to their funding source and that said appropriation be provided by raising \$20,000 by taxation.

## **ARTICLE 16: PERFORMANCE-BASED 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 amount appropriated under Article 11 of the Warrant for the 2019 Annual Town Meeting for salaries and wages of non-school officials and employees in order to fund performance-based wage adjustments for Fiscal Year 2020, or pass any vote or votes in relation thereto.

(Inserted by Select Board)

# TOWN MEETING AND ELECTION RESULTS

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On a motion by Stuart Sklar, 39 Scott Road, Select Board and seconded,  
I move that the Town appropriate \$23,456 to supplement the amount appropriated under Article 11 of the Warrant for the 2019 Annual Town Meeting for salaries and wages of non-school officials and employees in order to fund performance-based wage adjustments for Fiscal Year 2020 and that said appropriation be provided by raising \$23,456 by taxation.

Voted majority yes that the Town appropriate \$23,456 to supplement the amount appropriated under Article 11 of the Warrant for the 2019 Annual Town Meeting for salaries and wages of non-school officials and employees in order to fund performance-based wage adjustments for Fiscal Year 2020 and that said appropriation be provided by raising \$23,456 by taxation.

## **ARTICLE 17: FACILITIES MANAGER/BUILDING INSPECTOR and ZONING ENFORCEMENT OFFICER**

To see if the Town will vote to raise and appropriate or transfer from available funds a sum of money to create a new full-time position of Facilities Manager/Building Inspector and Zoning Enforcement Officer in FY20, by amending line #26 of the Town Budget found on page 36 of this warrant, or pass any vote or votes in relation thereto.

(Inserted by Select Board)

On a motion by Lucy Wallace, 18 Orchard Hill, Select Board and seconded,  
I move that the Town appropriate \$26,757 to create a new full-time position of Facilities Manager/Building Inspector and Zoning Enforcement Officer in Fiscal Year 2020, by amending and increasing the amount appropriated under Line #26 of the Fiscal Year 2020 Town Budget printed on page 36 of this warrant and that said appropriation be provided by raising \$26,757 by taxation.

An amendment to the article was proposed by Lucas Thayer, 92 South Shaker Road and seconded, to split the position of Facilities Manager/Building Inspector and Zoning Enforcement Officer into two separate positions.

The amendment was not accepted by the Select Board.

Voted majority yes that the Town appropriate \$26,757 to create a new full-time position of Facilities Manager/Building Inspector and Zoning Enforcement Officer in Fiscal Year 2020, by amending and increasing the amount appropriated under Line #26 of the Fiscal Year 2020 Town Budget printed on page 36 of this warrant and that said appropriation be provided by raising \$26,757 by taxation.

## **ARTICLE 18: DPW POSITION**

To see if the Town will vote to raise and appropriate or transfer from available funds a sum of money to add a position to the Department of Public Works roster in Fiscal Year 2020, by amending line #34 of the Town Budget found on page 37 of this warrant, 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, I move that the Town appropriate \$41,944 to add a position to the Department of Public Works roster in Fiscal Year 2020, by amending and increasing the amount appropriated under Line #34 of the Fiscal Year 2020 Town Budget found printed on page 37 of this warrant and that said appropriation be provided by raising \$41,944 by taxation.

# TOWN MEETING AND ELECTION RESULTS

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Voted majority yes that the Town appropriate \$41,944 to add a position to the Department of Public Works roster in Fiscal Year 2020, by amending and increasing the amount appropriated under Line #34 of the Fiscal Year 2020 Town Budget found printed on page 37 of this warrant and that said appropriation be provided by raising \$41,944 by taxation.

## **ARTICLE 19: 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 Select Board, to hire someone on a part-time basis to do seasonal mowing, 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 Select Board)

A motion by Stuart Sklar, 39 Scott Road, Select Board to pass over the article was seconded, Voted majority yes to pass over the article.

## **ARTICLE 20: 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 Select Board, 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 Select Board, into the Capital Planning and Investment Fund and that said appropriation be provided by raising \$40,000 by taxation.

## **ARTICLE 21: TRANSFER FROM CERTIFIED FREE CASH TO THE CAPITAL STABILIZATION AND INVESTMENT FUND**

To see if the Town will vote to transfer a sum of money from Fiscal Year 2018 Certified Free Cash to 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 transfer \$1,069,470 from the Fiscal Year 2018 Certified Free Cash Account to the Capital Stabilization and Investment Fund in accordance with Chapter 17, Section 17-4 of the Town Code.

An amendment to the article was proposed by Worth Robbins, 115 Massachusetts Avenue and seconded, to amend the wording of the motion to read, "I move the Town transfer any previously unappropriated funds from the Fiscal Year 2018 Certified Free Cash..." before the words, "...Account to the Capital Stabilization and Investment Fund..."

Nate Finch, 165 Codman Hill Road, requested clarification of the amendment as to when the funds would be transferred.

# TOWN MEETING AND ELECTION RESULTS

Worth Robbins revised the amendment to include the words, “as of June 30, 2019”. The amendment as revised was seconded. Town Counsel clarified that the amendment would need to contain a specific dollar amount. The amendment was withdrawn.

Voted majority yes that the Town transfer \$1,069,470 from the Fiscal Year 2018 Certified Free Cash Account to the Capital Stabilization and Investment Fund in accordance with Chapter 17, Section 17-4 of the Town Code.

**NOTE: THE FOLLOWING ITEMS 1-12 UNDER ARTICLE 22 ARE BEING PROPOSED AS A “BUNDLED” ARTICLE DUE TO THEIR COMMON FUNDING SOURCE.**

## ARTICLE 22: CAPITAL PLANNING AND INVESTMENT COMMITTEE RECOMMENDED EXPENDITURES

<i>Description of Acquisition or Project</i>	<i>Board or Official Authorized to Expend Funds</i>	<i>Amount</i>	<i>Funding Sources and Expiration Date</i>
1 Replace Bromfield Gym bleachers	Superintendent of Schools with School Committee approval	\$75,000	Capital Stabilization and Investment Fund June 30, 2020
2 Cronin Auditorium upgrades and replacements	Superintendent of Schools with School Committee approval	\$100,000	Capital Stabilization and Investment Fund June 30, 2021
3 Air-condition Bromfield Science wing	Superintendent of Schools with School Committee approval	\$65,000	Capital Stabilization and Investment Fund June 30, 2021
4 Purchase conservation land	Conservation Commission with Select Board approval	\$100,000	Capital Stabilization and Investment Fund June 30, 2020
5 Replace fire hose and nozzles	Fire Chief with Select Board approval	\$23,500	Capital Stabilization and Investment Fund June 30, 2020
6 Add parking near the Fire Station	Fire Chief with Select Board approval	\$21,500	Capital Stabilization and Investment Fund June 30, 2021
7 Replace Light Duty dump truck	Department of Public Works Director with Select Board approval	\$76,500	Capital Stabilization and Investment Fund June 30, 2020
8 Recurring DPW small capital items	Department of Public Works Director with Select Board approval	\$40,000	Capital Stabilization and Investment Fund June 30, 2020
9 Refurbish street sweeper	Department of Public Works Director with Select Board approval	\$20,000	Capital Stabilization and Investment Fund June 30, 2020
10 Replace outdated radios	Ambulance Director with Select Board approval	\$45,000	Capital Stabilization and Investment Fund June 30, 2020
11 Repair and paint Old Ambulance Building	Town Administrator with Select Board approval	\$20,300	Capital Stabilization and Investment Fund June 30, 2021
12 Debt payment	Town Treasurer with Select Board approval	\$73,420	Capital Stabilization and Investment Fund June 30, 2020

# TOWN MEETING AND ELECTION RESULTS

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To see if the Town will vote to raise and appropriate, borrow, or transfer from available funds, the following sums of money to be expended by the following boards and officials for the capital projects and acquisitions described and numbered below, each of which shall be a separate appropriation, and to provide for said appropriations from the funding sources with the expenditure expiration dates set forth below, or pass any vote or votes in relation thereto.

(Inserted by the Capital Planning and Investment Committee)

On a motion by Alice von Loesecke, 84 Warren Avenue, Select Board and seconded,  
I move that the Town appropriate the sums of money to be expended by the Town boards and officials for the capital projects and acquisitions described and printed on pages 16 and 17 of the Finance Committee Report and Warrant for the 2019 Annual Town Meeting, each of which numbered items shall be a separate appropriation, and to provide for said appropriations from the funding sources with the expenditure expiration dates as printed on said pages 16, 17 and 43.

On a motion by Brad Besse, 9 Westcott Road and seconded to consider items 1-12 of Article 22 individually.

Voted majority yes to consider items 1-12 of Article 22 individually.

Article 22, Items 1-12 moved, seconded and voted as follows:

<u>Description of Funding Sources and Acquisition or Project Expiration Date</u>	<u>Board or Official Authorized to Expend Funds</u>	<u>Amount</u>
<b>#22-1</b> Replace Bromfield Gym Bleachers Capital Stabilization & Investment Fund June 30, 2020 <u>Article #22-1 voted greater than 2/3 yes.</u>	Superintendent of Schools with School Committee approval	\$75,000
<b>#22-2</b> Cronin Auditorium upgrades & replacements Capital Stabilization & Investment Fund June 30, 2021 <u>Article #22-2 voted greater than 2/3 yes.</u>	Superintendent of Schools with School Committee approval	\$100,000
<b>#22-3</b> Air-condition Bromfield Science Wing Capital Stabilization & Investment Fund June 30, 2021 <u>Article #22-3 voted greater than 2/3 yes.</u>	Superintendent of Schools with School Committee approval	\$65,000

# TOWN MEETING AND ELECTION RESULTS

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<b>#22-4</b> Purchase conservation land Capital Stabilization & Investment Committee June 30, 2020 <u>Article #22-4 voted unanimously yes.</u>	Conservation Commission with Select Board approval	\$100,000
<b>#22-5</b> Replace fire hose & nozzles Capital Stabilization & Investment Committee Investment Fund June 30, 2020 <u>Article #22-5 voted unanimously yes.</u>	Fire Chief with Select Board approval	\$23,500
<b>#22-6</b> Add parking near the Fire Station Capital Stabilization & Investment Committee June 30, 2021 <u>Article #22-6 voted greater than 2/3 yes.</u>	Fire Chief with Select Board approval	\$21,500
<b>#22-7</b> Replace Light Duty Dump Truck Capital Stabilization & Investment Committee June 30, 2020 <u>Article #22-7 voted greater than 2/3 yes.</u>	Dept of Public Works Director with Select Board approval	\$76,500
<b>#22-8</b> Recurring DPW small capital items Capital Stabilization & Investment Committee June 30, 2020 <u>Article #22-8 voted unanimously yes.</u>	Dept of Public Works Director with Select Board approval	\$40,000
<b>#22-9</b> Refurbish street sweeper Capital Stabilization & Investment Committee Investment Fund June 30, 2020 <u>Article #22-9 voted greater than 2/3 yes.</u>	Dept of Public Works Director with Select Board approval	\$20,000
<b>#22-10</b> Replace outdated radios Capital Stabilization & Investment Committee June 30, 2020 <u>Article #22-10 voted unanimously yes.</u>	Ambulance Director with Select Board approval	\$45,000
<b>#22-11</b> Repair and paint Old Ambulance Building Capital Stabilization & Investment Committee June 30, 2021 <u>Article #22-11 voted greater than 2/3 yes.</u>	Town Administrator with Select Board approval	\$20,300

## TOWN MEETING AND ELECTION RESULTS

#22-12 Debt payment	Town Administrator	\$73,420
Capital Stabilization & Investment Committee	with Select Board approval	
Investment Fund		
June 30, 2020		
<u>Article #22-12 voted unanimously yes.</u>		

**Moderator Bill Barton ruled that votes on “Bundled” Article 23, Items 1-3 will be taken individually, as done previously in Article 22.**

## ARTICLE 23: CAPITAL PLANNING AND INVESTMENT COMMITTEE DEBT RECOMMENDATIONS

To see if the Town will vote to raise and appropriate, borrow, or transfer from available funds, the following sums of money to be expended by the following boards and officials for the capital projects and acquisitions described and numbered below, each of which shall be a separate appropriation, and to determine whether such appropriation shall be provided by a borrowing pursuant to the provisions of Massachusetts General Laws Chapter 44, contingent upon the passage of a Proposition Two and One-half debt exclusion ballot question(s) at the May, 2019 Annual Town Election, or pass any vote or votes in relation thereto. (Inserted by the Capital Planning and Investment Committee)

	<i><b>Description of Acquisition or Project</b></i>	<i><b>Board or Official Authorized to Expend Funds</b></i>	<i><b>Amount</b></i>	<i><b>Funding Sources and Expiration Date</b></i>
1	Ayer Road Design and Engineering Study	Department of Public Works Director with Select Board approval	\$300,000	Borrowing MGL Ch. 44 Proposition Two and One-half ballot question
2	Replace Heavy Duty dump truck	Department of Public Works Director with Select Board approval	\$195,000	Borrowing MGL Ch. 44 Proposition Two and One-half ballot question
3	Replace slate roof at Old Library	Permanent Building Committee with Select Board approval	\$480,000	Borrowing MGL Ch. 44 Proposition Two and One-half ballot question

On a motion by Stuart Sklar, 39 Scott Road, Select Board and seconded,  
I move that the Town appropriate the sums of money to be expended by the Town boards and officials for the capital projects and acquisitions with the expenditure expiration dates described and printed on pages 17 and 18 of the Finance Committee Report and Warrant for the 2019 Annual Town Meeting, each of which numbered items shall be a separate appropriation, and to provide for said appropriations by authorizing the Town Treasurer, with the approval of the Select Board, to borrow said sums of money pursuant to Massachusetts General Laws Chapter 44, contingent upon the passage of Proposition Two and One-half debt exclusion ballot questions at the May 7, 2019 Annual Town Election for each such appropriation.

Article 23, Items 1-3 moved, seconded and voted as follows:

# TOWN MEETING AND ELECTION RESULTS

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<u>Description of Acquisition or Project Funding Sources</u>	<u>Board or Official Authorized to Expend Funds</u>	<u>Amount</u>
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<b>#23-1</b> Ayer Rd Design & Engineering Study Borrowing, MGL Ch. 44 with Select Board approval Proposition Two and One-half ballot question	Dept of Public Works Director	\$300,000
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An amendment to Article 23-1 was proposed by Janet Waldron, 76 Warren Avenue and seconded, to add language that the Engineering Study as described on page 17 of the Finance Committee Report and Warrant for the 2019 Annual Town Meeting under Article 23-1, would include a design for a possible roundabout.

The amendment was not accepted by the Select Board.

The amendment was withdrawn.

An amendment to the article was proposed by Lucas Thayer, 92 South Shaker Road and seconded, to add the wording, "a bus" after the words, "...sidewalks, bicycle lanes..." to the Engineering Study as described on page 17 of the Finance Committee Report and Warrant for the 2019 Annual Town Meeting under Article 23-1.

The amendment was not accepted by the Select Board.

The Moderator ruled that the amendment was outside the scope of the article.

A friendly amendment to the article was offered by Bob O'Shea, 357 Old Littleton Road to add the words "sewer and utilities" to the Engineering Study.

The amendment was not accepted by the Select Board.

An amendment to the article was proposed by Bob O'Shea, 357 Old Littleton Road and seconded, to add the wording, "all utilities" after the words, "...sidewalks, bicycle lanes..." to the Engineering Study as described on page 17 of the Finance Committee Report and Warrant for the 2019 Annual Town Meeting under Article 23-1.

The amendment was voted less than majority [DID NOT PASS] to add the wording, "all utilities" after the words, "...sidewalks, bicycle lanes..." to the Engineering Study as described on page 17 of the Finance Committee Report and Warrant for the 2019 Annual Town Meeting under Article 23-1.

Article #23-1 voted greater than 2/3 yes.

<b>#23-2</b> Replace Heavy Duty Dump Truck Borrowing, MGL Ch. 44 with Select Board approval Proposition Two and One-half <b>ballot</b> question <u>Article #23-2 voted unanimously yes.</u>	Department of Public Works Director	\$195,000
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# TOWN MEETING AND ELECTION RESULTS

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**#23-3** Replace Slate Roof at Old Library      Permanent Building Committee      \$480,000  
Borrowing, MGL Ch. 44 with Select Board approval Proposition Two and One-half **ballot** question  
Article #23-3 voted greater than 2/3 yes.

## **ARTICLE 24: HEAR REPORT AND UPDATE ON AN ACT AUTHORIZING THE TOWN OF HARVARD TO ESTABLISH A CAP ON PROPERTY TAXES FOR MEANS TESTED SENIOR CITIZENS**

To see if the Town will vote to hear a report and update on the legislation proposed in Article 39 of the 2018 Annual Town Meeting Warrant for a Means Tested Senior Citizens Property Tax Exemption legislation for Harvard, 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,  
I move that the Town hear the report and update on an act authorizing the town of Harvard to establish a cap on property taxes for means tested senior citizens.

Voted majority yes that the Town hear the report and update on an act authorizing the town of Harvard to establish a cap on property taxes for means tested senior citizens.

## **ARTICLE 25: 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 2020 Community Preservation Budget as printed in the 2019 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 2020 Community Preservation Budget.

Voted majority yes that the Town hear the report and recommendations of the Community Preservation Committee on the Fiscal Year 2020 Community Preservation Budget.

**Moderator Bill Barton ruled that votes on “Bundled” Article 26, Items 1-8 will be taken individually, as done previously in Article 22 and Article 23.**

## **ARTICLE 26: COMMUNITY PRESERVATION COMMITTEE**

To see if the Town will vote to appropriate and transfer the following sums of money to be expended by the following boards and officials for the projects described and numbered below, each of which shall be a separate appropriation and transfer, and to provide for said appropriations from the funding sources with expenditures to begin in Fiscal Year 2020 with expiration dates set forth below, or pass any vote or votes in relation thereto:

(Inserted by the Community Preservation Committee)

# TOWN MEETING AND ELECTION RESULTS

<i>Description of Acquisition or Project</i>	<i>Board or Official Authorized to Expend Funds</i>	<i>Amount</i>	<i>Funding Sources and Expiration Date</i>
1 Replace slate roof at Old Library	Permanent Building Committee	\$100,000	Fiscal 2020 Community Preservation Fund Unspecified Reserves June 30, 2021
2 Boat rental kiosk	Parks & Recreation Committee	\$15,000	Fiscal 2020 Community Preservation Fund Unspecified Reserves June 30, 2020
3 Preservation of historic Town documents	Town Clerk	\$25,635	Fiscal 2020 Community Preservation Fund Unspecified Reserves June 30, 2020
4 Affordable housing funds	Municipal Affordable Housing Trust	\$46,368	Community Preservation Affordable Housing Reserves
5 Affordable housing funds	Municipal Affordable Housing Trust	\$27,321	Fiscal 2020 Community Preservation Fund Unspecified Reserves
6 Conservation Commission fund	Conservation Commission	\$125,000	Fiscal 2020 Community Preservation Fund Unspecified Reserves
7 Town Hall renovation debt service	Select Board	\$50,000	Fiscal 2020 Community Preservation Fund Unspecified Reserves June 30, 2021
Community Preservation 8 Committee administrative expenses	Community Preservation Committee	\$2,500	Fiscal 2020 Community Preservation Fund Unspecified Reserves June 30, 2021

On a motion by Didi Chadran, 206 Stow Road, Community Preservation Committee and seconded, I move that the Town appropriate the sums of money to be expended by the Town boards and officials for the capital projects and acquisitions and other purposes described and printed on pages 26 and 27 of the Finance Committee Report and Warrant for the 2019 Annual Town Meeting, except for Item 1, which shall be for assessment, specification development and repairs to the slate roof at the Old Library in the amount of \$25,000 as referenced on your pink handout, each of which numbered item shall be a separate appropriation, and to provide for said appropriations from the Community Preservation Fund funding sources with the expenditure expiration dates as printed on page 45.

Article 26, Items 1-8 moved, seconded and voted as follows:

# TOWN MEETING AND ELECTION RESULTS

Description of Funding Sources and <u>Acquisition or Project</u> <u>Expiration Date</u>	Board or Official  <u>Authorized to Expend Funds</u>	<u>Amount</u>
#26-1 Replace Slate Roof at Old Library Fiscal 2020 Community Preservation Fund Unspecified Reserves – June 30, 2021	Permanent Building Committee	\$100,000
At a vote taken by the Community Preservation Committee at the Annual Town Meeting, the funding requested under Article 26-1 will be reduced to \$25,000 to be used for architectural/engineering work as described in the Pink handout.		
An amendment to the article was offered by SusanMary Redinger, 121 Ayer Road and seconded, to increase the article amount to \$40,000, with unexpended funds to expire June 30, 2021.		
The Community Preservation Committee accepted the amendment.		
<u>Article #26-1 voted majority yes to approve the article with the amended funding amount of \$40,000.</u>		
#26-2 Boat Rental Kiosk Fiscal 2020 Community Preservation Fund Unspecified Reserves – June 30, 2020	Parks & Recreation Commission	\$15,000
<u>Article #26-2 voted majority yes.</u>		
#26-3 Preservation of Historic Town Documents Fiscal 2020 Community Preservation Fund Unspecified Reserves – June 30, 2020	Town Clerk	\$25,635
<u>Article #26-3 voted majority yes.</u>		
#26-4 Affordable Housing Community Preservation Funds Affordable Housing Reserves	Municipal Affordable Housing Trust	\$46,368
<u>Article #26-4 voted majority yes.</u>		
#26-5 Affordable Housing Fiscal 2020 Community Funds Preservation Fund Unspecified Reserves	Municipal Affordable Housing Trust	\$27,321
<u>Article #26-5 voted unanimously yes.</u>		
#26-6 Conservation Commission Fiscal 2020 Community Fund Preservation Fund Unspecified Reserves	Conservation Commission	\$125,000
<u>Article #26-6 voted majority yes.</u>		

# TOWN MEETING AND ELECTION RESULTS

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**#26-7** Town Hall renovation debt service      Select Board      \$50,000  
Fiscal 2020 Community Preservation Fund Unspecified  
Reserves – June 30, 2021  
Article #26-7 voted unanimously yes.

**#26-8** Community Preservation expenses      Community Preservation Committee      \$2,500  
Fiscal 2020 Community Committee administrative  
Preservation Fund Unspecified  
Reserves – June 30, 2021  
Article #26-8 voted unanimously yes.

## **ARTICLE 27: LOCAL OPTION ROOM TAX**

To see if the Town will vote to accept the provisions of Massachusetts General Laws, Chapter 64G, Section 3A, as amended, and impose a local excise tax upon the transfer of occupancy of any room or rooms in a bed and breakfast establishment, hotel, lodging house, short term rental, or motel located within the Town at a rate of 6%, said excise tax to take effect on the first day of the calendar quarter commencing at least thirty days after such vote of the Town Meeting, or pass any vote or votes in relation thereto.  
(Inserted by Select Board).

On a motion by Alice von Loesecke, 84 Warren Avenue, Select Board and seconded,  
I move that the Town accept the provisions of Massachusetts General Laws, Chapter 64G, Section 3A, as amended, and impose a local excise tax upon the transfer of occupancy of any room or rooms in a bed and breakfast establishment, hotel, lodging house, short term rental, or motel located within the Town at a rate of 6%, said excise tax to take effect on the first day of the calendar quarter commencing at least thirty days after the Town's vote of acceptance of said law at this Annual Town Meeting.

Jennifer Finch, 165 Codman Hill Road moved to table the motion.

Voted 69 in favor 83 opposed [DOES NOT PASS] to table the motion.

After the question had been called, an amendment was proposed by Lucas Thayer, 92 South Shaker Road to reduce the proposed tax rate from 6% to 3%.

The amendment was rescinded.

Voted less than majority **[DOES NOT PASS]** that the Town accept the provisions of Massachusetts General Laws, Chapter 64G, Section 3A, as amended, and impose a local excise tax upon the transfer of occupancy of any room or rooms in a bed and breakfast establishment, hotel, lodging house, short term rental, or motel located within the Town at a rate of 6%, said excise tax to take effect on the first day of the calendar quarter commencing at least thirty days after the Town's vote of acceptance of said law at this Annual Town Meeting.

# TOWN MEETING AND ELECTION RESULTS

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## **ARTICLE 28: CHARTER CHANGES**

To see if the Town will vote to authorize the Select Board to petition the General Court of the Commonwealth to adopt a special substantially the same as the following act, or pass any vote or votes in relation thereto.

### **AN ACT RELATIVE TO THE TOWN CHARTER OF THE TOWN OF HARVARD.**

*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.** Article 3, Section 3-1 (e) 2 ii) of the Charter of the town of Harvard, which is on file in the office of the archivist of the Commonwealth, as provided in Section 12 of Chapter 43B of the General Laws, is hereby amended by striking out the word “shall” in the second sentence thereof and inserting in its place the word “may” and by inserting immediately after the third sentence thereof “If a vacancy occurs within 60 days of the Town Election the Select Board may choose not to fill the vacant position.”,

so that, as amended, said Article 3, Section 3-1 (e) 2 ii) provides that:

“ii) School Committee, Trustees of the Harvard Public Library, and Trustees of the Warner Free Lecture Society - The remaining members of the agency shall give notice of the vacancy to the Select Board and to the public. The Select Board and the remaining members of the elected board may, by joint vote, not less than one week after notice of the date on which the vote is to be taken, fill the vacancy until the next Town Election. The affirmative votes of the majority of the persons entitled to vote on the vacancy shall be necessary for the election. If a vacancy occurs within 60 days of the Town Election the Select Board may choose not to fill the vacant position.”

**SECTION 2.** Said charter is hereby further amended by inserting in Article 3, Section 3-2 (b) 1 vi) thereof the words “conform to the Town Bylaw” after the word “shall” in the second sentence thereof by striking therefrom the words “begin in September/October annually with a joint meeting of the Select Board, School Committee, Finance Committee, Capital Planning and Investment Committee, Planning Board, Board of Library Trustees, Board of Health, Conservation Commission, Community Preservation Committee, Park and Recreation Commission, and others as deemed necessary by the Select Board. A review of the proposed budget shall occur in January with final presentation to the Town for approval at the Annual Town Meeting.” so that, as amended, said Article 3, Section 3-2 (b) 1 vi) provides as follows:

“vi) Prepare and submit the budget of the Town as set forth in Article 6. The budget shall support the articulated policy goals and initiatives. Budget preparation shall conform to the Town Bylaw.”

**SECTION 3.** Said charter is hereby further amended by striking from Article 4, Section 4-5 (a) thereof the word “appoints” and inserting in its place the word “creates”, so that, as amended, said Article 4, Section 4-5 (a) provides that:

“(a) Together with a Director of Community and Economic Development, if the Select Board creates one, work to accomplish the community and economic goals as envisioned by the Select Board.”

# TOWN MEETING AND ELECTION RESULTS

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**SECTION 4.** Said charter is hereby further amended by striking from the fourth sentence of Article 5, Section 5-3 (a) thereof the word “shall” and inserting in its place the word “may”, so that, as amended, said Article 5, Section 5-3 (a) provides that:

“(a) There shall be a Finance Department managed by the Finance Director/Town Accountant reporting to the Town Administrator and the Select Board. This department will include a Treasurer/Collector and a Principal Assessor. The Department shall be responsible for the performance of all the fiscal and financial activities of the Town. The Finance Director/Town Accountant, upon certification as a school business administrator and at the will of the School Committee, may serve as the School Business Manager and report to the Superintendent of Schools and the School Committee for all school-related financial activities.”

**SECTION 5.** Said charter is hereby further amended by a.) Striking from Article 6, Section 6-2 thereof the words “but not later than December 31”; b.) by striking from the first line thereof “Select Board” and inserting in its place “Finance Committee”; and by striking from the second line thereof “Finance Committee” and inserting in its place “Select Board”, so that, as amended, said Article 6, Section 6-2 provides that:

“Within the time fixed by bylaw, the Finance Committee shall submit to the Select Board for its analysis, comments, and recommended funding, a proposed balanced operating budget for the ensuing fiscal year with an accompanying budget message and supporting documents.”

**SECTION 6.** Said charter is hereby further amended by striking from second line of Article 6, Section 6-4 (b) “Finance Committee” and inserting in its place “Select Board”; striking from the second and third lines thereof “Select Board” and inserting in its place “Finance Committee”; and striking from the fourth line thereof “Select Board” and inserting in its place “Finance Committee”; so that, as amended, said Article 6, Section 6-4 (b) provides that:

“(b) Upon completion of its initial review of the budget, at least 30 days prior to the first session of the Annual Town Meeting, the Select Board shall meet with the Finance Committee and the Capital Planning and Investment Committee to discuss any changes it recommends to the budget as initially prepared by the Finance Committee. After consideration of the recommendations of the Finance Committee, the Select Board shall make such changes to the budget as it deems appropriate and shall present a revised budget to the Finance Committee.”

**SECTION 7.** This act shall take effect upon its passage.  
(Inserted by the Select Board and Finance Committee)

On a motion by Richard Maiore, 50 Slough Road, Select Board and seconded,  
I move that the Town authorize the Select Board to petition the General Court of the Commonwealth to adopt a special act substantially the same as the act printed on pages 46 and 47 of the Finance Committee Report and Warrant for the 2019 Annual Town Meeting in order to make the changes to the Charter of the Town of Harvard as set forth in said act.

# TOWN MEETING AND ELECTION RESULTS

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An amendment was offered by Bruce Leicher, 58 Warren Avenue to replace the wording "...within 60 days of the Town Election..." with the wording "...within 60 days before the Town Election..." in the two places it appears in Section 1.

The Select Board accepted the amendment.

Voted majority yes that the Town authorize the Select Board to petition the General Court of the Commonwealth to adopt a special act substantially the same as the act printed on pages 46 and 47 of the Finance Committee Report and Warrant for the 2019 Annual Town Meeting, including the following amended wording in the two places it appears in Section 1, "If a vacancy occurs within 60 days before the Town Election the Select Board may choose not to fill the vacant position", in order to make the changes to the Charter of the Town of Harvard as set forth in said act.

## **ARTICLE 29: AMEND THE CODE OF THE TOWN OF HARVARD – BUDGET BYLAW**

To see if the Town will vote to amend the Code of the Town of Harvard by adding thereto the following new Chapter relative to the budget process, or pass any vote or votes in relation thereto.

Chapter 14\_\_\_\_\_, Budget Process

### Section 1: Budget Timeline

The budget process will start no less than 8 months prior to the date of the Annual Town Meeting as set by the Select Board.

Departments, boards, and committees shall submit their budget requests, on forms approved by the Finance Committee, no later than 2 months after the start date of the budget process.

The Finance Committee must provide an initial budget roll-up to the Select Board within a month after receipt of the budgets from the various departments, boards and committees.

All financial warrant articles must be submitted to the Finance Committee and Select Board no later than three months prior to the Annual Town Meeting.

The Finance Committee shall submit its budget recommendation to the Select Board no less than 60 days prior to the date of the Annual Town Meeting.

The Select Board shall submit its recommended budget to the Finance Committee no less than 35 days prior to Town Meeting for inclusion in the warrant booklet.

(Inserted by Select Board and Finance Committee)

On a motion by Richard Maiore, 50 Slough Road, Select Board and seconded,  
I move that the Town amend the Code of the Town of Harvard by adding thereto a new Chapter 14 relative to the budget process as printed on page 47 and 48 of the Finance Committee Report and Warrant for the 2019 Annual Town Meeting.

# TOWN MEETING AND ELECTION RESULTS

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Voted majority yes that the Town amend the Code of the Town of Harvard by adding thereto a new Chapter 14 relative to the budget process as printed on page 47 and 48 of the Finance Committee Report and Warrant for the 2019 Annual Town Meeting.

*Approved by the Attorney General on July 22, 2019.*

## **ARTICLE 30: 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, or pass any vote or votes in relation thereto:

[Key to revisions; underlining = additions; ~~striketrough~~ = deletions]

§ 125-56 GROUNDWATER PROTECTION OVERLAY DISTRICT [Added 05-05-2018 ATM by Art. 34]

- 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 the Town of Littleton's and the Town of Ayer's Zone II within the Town of 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 AR, C, and W ~~Districts~~ zoning districts in proximity to municipal drinking water wells and their wellhead protection areas. 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.**

### **AQUIFER**

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

### **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. Chapter ~~6~~ 140B, Section § 1.

# TOWN MEETING AND ELECTION RESULTS

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## **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 unmanipulated 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) serving municipal drinking water wells, 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.

## **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.

## **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.

# TOWN MEETING AND ELECTION RESULTS

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## **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 Chapter 140B, Section § 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.

## **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.

## **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.

## **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.

# TOWN MEETING AND ELECTION RESULTS

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## **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 headworks 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.
  - 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.

## TOWN MEETING AND ELECTION RESULTS

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- (2) The burden of proof shall be upon the landowner 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 landowner, 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~~ only that portion of a lot or parcel that falls within the district shall be subject to the provisions herein.
- F. **Permitted uses.** 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:
- (1) Conservation of soil, water, plants, and wildlife;
  - (2) 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;
  - (3) Foot, bicycle, all-terrain vehicles and/or horse paths, and bridges;
  - (4) Normal operation and maintenance of existing water bodies and dams, splash boards, and other water control, supply and conservation devices;
  - (5) Maintenance, repair, and enlargement of any existing structure, subject to Subsections **G** and **H** of this bylaw;
  - (6) Residential development, subject to Subsections **G** and **H** of this bylaw;
  - (7) Farming, gardening, nursery, conservation, forestry, harvesting, and grazing, subject to Subsections **G** and **H** of this bylaw;
  - (8) Construction, maintenance, repair, and enlargement of drinking water supply related facilities such as, but not limited to, wells, pipelines, aqueducts, and tunnels;
  - (9) Any use permitted in the underlying zoning except for those uses specifically prohibited in Subsections **G** and **H** of this bylaw;
  - (10) Temporary or seasonal portable toilets; and

# TOWN MEETING AND ELECTION RESULTS

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- (11) 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.** The following land uses and activities are prohibited unless designed in accordance with the specified performance standards:
- (1) Landfills and open dumps;
  - (2) Automobile graveyards and junkyards;
  - (3) Landfills receiving only wastewater residuals and/or septage, including those approved by MassDEP pursuant to MGL ~~Chapter~~ 21 ~~Sections~~ 26 through ~~§~~ 53, MGL ~~Chapter~~ 111 ~~Sections~~ 17, and MGL ~~Chapter~~ 83, ~~Sections~~ ~~§~~ 6 and ~~§~~ 7;
  - (4) Facilities that generate, treat, store, or dispose of hazardous waste that are subject to MGL c. 21C and 310 CMR 30.000, except for:
    - (a) Very small quantity generators as defined under 310 CMR 30.000;
    - (b) Household hazardous waste centers and events under 310 CMR 30.390;
    - (c) Waste oil retention facilities required by MGL ~~Chapter~~ 21, ~~Section~~ § 52A;
    - (d) Water remediation treatment works approved by MassDEP for the treatment of contaminated waters.
  - (5) 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;
  - (6) Storage of liquid hazardous materials and/or liquid petroleum products unless such storage is above ground level and on an impervious surface and either:
    - (a) In container(s) or aboveground tank(s) within a building; or
    - (b) Outdoors in covered container(s) or aboveground 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.
    - (c) 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.

# TOWN MEETING AND ELECTION RESULTS

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- (7) Storage of sludge and septage, unless such storage is in compliance with 310 CMR 32.30 and 310 CMR 32.31;
- (8) 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;
- (9) 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;
- (10) Stockpiling and disposal of snow and ice containing deicing chemicals brought in from outside the Groundwater Protection Overlay District;
- (11) Commercial earth removal, consisting of the removal of soil, loam, sand, gravel, or any other earth material to within four 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 conditions issued pursuant to MGL ~~Chapter~~ 131, ~~Section~~ 40 and 45; and
- (12) Treatment or disposal works subject to 314 CMR 5.00, for non-sanitary wastewater, including those activities listed under 310 CMR 15.004(6):
  - (a) 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
  - (b) Publicly owned treatment works.
- H. **Uses and activities requiring a special permit.** 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:
  - (1) Enlargement or alteration of existing uses that do not conform to the Groundwater Protection Overlay District;
  - (2) Except as prohibited under Subsection **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 square feet, 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.

# TOWN MEETING AND ELECTION RESULTS

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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, Select Board, 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 § **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 § **133-21** of the Planning Board Procedural Rules and 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 § **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 cleanup procedures;
    - [2] Provisions for indoor, secured storage of hazardous materials or wastes with impervious floor surfaces; and

# TOWN MEETING AND ELECTION RESULTS

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[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 Select Board, Planning Board, Board of Health, Conservation Commission, and Water and Sewer Commission. The cost of containment, cleanup, 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 the 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 making the revisions to Section 125-56 thereof relative the Groundwater Protection Overlay District as printed on your blue handout for the 2019 Annual Town Meeting.

A friendly amendment was offered by Bruce Leicher, 58 Warren Avenue to add as (13) to **G. Prohibited Uses**, the wording, "Artificial turf fields".

The Planning Board accepted the friendly amendment.

The Moderator, on the advice of Town Counsel, ruled that the friendly amendment is outside of the scope of the article.

The Planning Board, on the advice of Town Counsel, reversed their acceptance of the friendly amendment.

The amendment was again offered by Bruce Leicher, 58 Warren Avenue and seconded to add as (13) to **G. Prohibited Uses**, the wording "Artificial turf fields".

The amendment was voted majority no.

Voted greater than 2/3 yes that the Town amend Chapter 125 of the Code of the Town of Harvard, the Protective Bylaw, by making the revisions to Section 125-56 thereof relative the Groundwater Protection Overlay District as printed on your blue handout for the 2019 Annual Town Meeting.

§ 125-56 GROUNDWATER PROTECTION OVERLAY DISTRICT [Added 05-05-2018 ATM by Art. 34]

# TOWN MEETING AND ELECTION RESULTS

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- 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 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.**

**AQUIFER**

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

**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.

**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 unmanipulated 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.

# TOWN MEETING AND ELECTION RESULTS

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## **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.

## **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.

## **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.

## **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.

# TOWN MEETING AND ELECTION RESULTS

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## **MASSDEP**

Massachusetts Department of Environmental Protection.

## **MGL**

Massachusetts General Laws.

## **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.

## **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.

## **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 headworks 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.

# TOWN MEETING AND ELECTION RESULTS

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## **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.
- 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 landowner 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 landowner, 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, only that portion of a lot or parcel that falls within the district shall be subject to the provisions herein.
- F. **Permitted uses.** 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:
- (1) Conservation of soil, water, plants, and wildlife;

# TOWN MEETING AND ELECTION RESULTS

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- (2) 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;
  - (3) Foot, bicycle, all-terrain vehicles and/or horse paths, and bridges;
  - (4) Normal operation and maintenance of existing water bodies and dams, splash boards, and other water control, supply and conservation devices;
  - (5) Maintenance, repair, and enlargement of any existing structure, subject to Subsections **G** and **H** of this bylaw;
  - (6) Residential development, subject to Subsections **G** and **H** of this bylaw;
  - (7) Farming, gardening, nursery, conservation, forestry, harvesting, and grazing, subject to Subsections **G** and **H** of this bylaw;
  - (8) Construction, maintenance, repair, and enlargement of drinking water supply related facilities such as, but not limited to, wells, pipelines, aqueducts, and tunnels;
  - (9) Any use permitted in the underlying zoning except for those uses specifically prohibited in Subsections **G** and **H** of this bylaw;
  - (10) Temporary or seasonal portable toilets; and
  - (11) 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.** The following land uses and activities are prohibited unless designed in accordance with the specified performance standards:
- (1) Landfills and open dumps;
  - (2) Automobile graveyards and junkyards;
  - (3) 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;
  - (4) Facilities that generate, treat, store, or dispose of hazardous waste that are subject to MGL c. 21C and 310 CMR 30.000, except for:
    - (a) Very small quantity generators as defined under 310 CMR 30.000;
    - (b) Household hazardous waste centers and events under 310 CMR 30.390;

## TOWN MEETING AND ELECTION RESULTS

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- (c) Waste oil retention facilities required by MGL c. 21, § 52A;
- (d) Water remediation treatment works approved by MassDEP for the treatment of contaminated waters.
- (5) 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;
- (6) Storage of liquid hazardous materials and/or liquid petroleum products unless such storage is above ground level and on an impervious surface and either:
  - (a) In container(s) or aboveground tank(s) within a building; or
  - (b) Outdoors in covered container(s) or aboveground 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.
- (c) 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.
- (7) Storage of sludge and septage, unless such storage is in compliance with 310 CMR 32.30 and 310 CMR 32.31;
- (8) 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;
- (9) 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;
- (10) Stockpiling and disposal of snow and ice containing deicing chemicals brought in from outside the Groundwater Protection Overlay District;
- (11) Commercial earth removal, consisting of the removal of soil, loam, sand, gravel, or any other earth material to within four 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 conditions issued pursuant to MGL c. 131, § 40 and 15; and
- (12) Treatment or disposal works subject to 314 CMR 5.00, for non-sanitary wastewater, including those activities listed under 310 CMR 15.004(6):

# TOWN MEETING AND ELECTION RESULTS

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- (a) 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
  - (b) Publicly owned treatment works.
- H. **Uses and activities requiring a special permit.** 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:
- (1) Enlargement or alteration of existing uses that do not conform to the Groundwater Protection Overlay District;
  - (2) Except as prohibited under Subsection **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 square feet, 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, Select Board, 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 § **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

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- (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 § **133-21** of the Planning Board Procedural Rules and 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 § **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 cleanup 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 Select Board, Planning Board, Board of Health, Conservation Commission, and Water and Sewer Commission. The cost of containment, cleanup, 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 5 - 0 to recommend this article.

*Approved by the Attorney General on July 22, 2019.*

# TOWN MEETING AND ELECTION RESULTS

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## **ARTICLE 31: AMEND PROTECTIVE BYLAW**

To see if the Town will vote to amend Chapter 125 of the Code of the Town of Harvard, Protective Bylaw, by adding thereto a new Section 125-57, entitled Erosion Control as follows, or pass any vote or votes in relation thereto:

### **§125-57**

#### **EROSION CONTROL (v8 – 3/25/2019)**

##### **A. Purpose**

The purpose of the Erosion Control Section is to protect, maintain, and enhance the public health, safety, environment, and general welfare by establishing minimum requirements and procedures to control the adverse effects of soil erosion and sedimentation, construction site runoff, increased post-development stormwater runoff, decreased groundwater recharge, and nonpoint source pollution associated with new development, redevelopment, and other land alterations.

##### **B. Applicability**

Any property owner or representative seeking to engage in land disturbance activities meeting or exceeding the thresholds in Section (3) below shall make a determination of whether this section is applicable to the anticipated land disturbance based on the criteria below.

###### **(1) Consultation (Optional)**

It is highly recommended that the property owner or representative request an optional consultation whereby the Planning Board 's designee may consult with the property owner or their representative to discuss the proposed land disturbance and, if deemed necessary, conduct a site visit. The Planning Board designee will provide a non-binding consultation and opinion to assess what steps may be necessary.

###### **(2) Determination of Applicability**

Property owner or representative shall make a determination of one of the following regarding proposed land disturbance activity:

- (a) Not Applicable
- (b) Exempt (Section C below)
- (c) Eligible for Waiver from these requirements (Section D below)
- (d) Minor permit required (defined in Section M. below)
- (e) Major permit required (defined in Section M. below)

Based on this determination, property owner or representative shall proceed in accordance with the appropriate sections below.

###### **(3) Thresholds to Require Permit**

No person or entity shall undertake land clearing/grading activities:

- (a) Of an area with greater than a 25% slope of at least 5,000 contiguous square feet, and/or
  - (b) A 30,000 square feet of total disturbance or more on a single or adjoining parcels
- without first obtaining an Erosion Control Permit from the Planning Board, unless specifically exempted under Section C below or having been issued a Waiver under Section D. below. Any owner, contractor, or persons considering land clearing and/or grading as defined above shall submit an application for review in accordance with this Section.

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- (4) Non-commercial agricultural operations shall comply with the provisions of this Section except that the application may follow the Minor Permit Submission Requirements of Section E. below.
- (5) To prevent duplicative permitting requirements, a person otherwise required to file a stormwater management and erosion control plan for a project or activity shall be exempt from this requirement if such a plan has been filed with, and approved by, the Planning Board, Conservation Commission, or the Zoning Board of Appeals.

## **C. Exemptions**

The provisions of this Section shall not apply to the following activities which shall be classified as exempt:

- (1) Construction of any State or Town agency project approved by the Select Board or Town Meeting, as applicable;
- (2) Non-commercial timber cutting for fuel based on forestry Best Management Practices (fBMPs), as defined in Section L. below, provided that clear-cutting does not occur;
- (3) Commercial agricultural activities;
- (4) Agricultural uses on parcels of land of more than five (5) acres or two (2) acres for small plot farm which are exempt from regulation by zoning under Massachusetts General Laws Chapter 40A, Section 3; and
- (5) Properties Under Forest Management Plans defined in Massachusetts General Laws Chapter 61).

For lands devoted to forest purposes, the following activities are exempt from this Section:

- (a) Cutting by an owner or tenant of any forest product for their own non-commercial use;
- (b) Cutting or the sale of such products by any owner to an amount not exceeding 25,000 board feet or fifty cords on any parcel of land at any one time;
- (c) Cutting for clearance or maintenance on-rights-of-way pertaining to public utilities and public highways;
- (d) Clearing land for building or for purposes of cultivation;
- (e) Maintenance cutting in pastures;
- (f) Routine maintenance of vegetation and removal of dead or diseased limbs and/or trees necessary to maintain the health of cultivated plants, to contain noxious weeds and/or vines; and
- (g) Commercial timbering, with a valid commercial harvesting permit.

## **D. Waivers**

A waiver from the requirements of this Section may be granted for any activity that meets or exceeds the thresholds provided in Section B(3) above. Petitioners seeking waiver(s) shall provide the Planning Board with appropriate documentation in support of said waiver(s).

- (1) The removal of hazardous or invasive trees shall require a consultation with Planning Board designee to ensure that removal is necessary, will not destabilize the soil, and will not impact wetlands or other sensitive environmental areas;
- (2) To remedy a potential fire hazard based on a consultation and written recommendation by the Town's Fire Chief;

# TOWN MEETING AND ELECTION RESULTS

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- (3) The construction and maintenance of public and private streets and utilities within town-approved roadway layouts and easements, approved in accordance with the Planning Board's Subdivision Rules and Regulations, Chapter 130 of the Code of the Town of Harvard and other public roads and streets. Waiver shall be deemed automatically granted by the Planning Board based on an approved Definitive Plan or other Town approval necessary to construct streets and utilities, with standard condition that addresses erosion and sedimentation control;
- (4) Work conducted in accordance with a valid earth removal permit issued by the Town of Harvard (see Section 125-15);
- (5) Work conducted in accordance with an approved Natural Resource Conservation Service Agricultural Plan; and
- (6) Other waivers from strict compliance of any of these requirements may be granted if it is determined that such requirements are unnecessary due to the size or character of the development project or because of the natural conditions at the site and where such action is:
  - (a) Allowed by Federal, State, or local statutes and/or;
  - (b) In the public interest; and
  - (c) Not inconsistent with the purpose of this Section.

## **E. Minor Permit Procedure**

Minor permits, as defined in Section L below, shall have a less detailed administrative application and filing process as follows:

- (1) The applicant shall arrange for a site walk with the Planning Board designee to view the project area and discuss protective measures;
- (2) Completed erosion control application form;
- (3) Fee of \$25.00;
- (4) Sketch plan showing limits and scope of work and proposed Best Management Practices (BMPs);
- (5) Project narrative that includes a description of the proposed project and a description of how and where stormwater will be controlled and erosion and sediment controls to be used; and
- (6) Permit issuance by the Planning Board is required prior to any site altering activity.

Minor permits shall, as applicable, based on project type and scale, and determined after consultation with Planning Board designee, comply with the requirements of Sections H. and I. below.

## **F. Major Permit Procedure**

Major permits, as defined in Section L below, shall be as follows:

- (1) Permit Required;
  - (a) Projects that exceed the threshold in Section B(3) above and are not exempt or issued a waiver shall require an Erosion Control Permit in accordance with this Section; and
  - (b) Permit issuance by the Planning Board is required prior to any site altering activity.
- (2) Fee; and
  - (a) At the time of an application, the applicant shall pay a filing fee of \$200 as specified on the Erosion Control Application; and
  - (b) The Planning Board may waive the filing fee, consultant fee, and costs and expenses for an application filed by a government agency, the Town, or a non-governmental organization working the interest of the Town.

# TOWN MEETING AND ELECTION RESULTS

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## (3) Major Permit Application Filing;

Applications for erosion control permits shall include the materials as specified below. Applicants shall file one (1) original completed application packet and seven (7) copies. Application packets shall include:

- [1] Written application for an Erosion Control Permit shall be filed with the Planning Board to perform activities affecting areas protected by this Section. The application shall include such information and plans as are deemed necessary by the Planning Board to describe proposed activities and their effects on the areas and at a minimum include:
  - [1] Completed erosion control application form;
  - [2] Filing fee of \$200.00;
  - [3] Project narrative that includes a description of the proposed project and a description of how and where stormwater will be controlled and erosion and sediment controls to be used, plus a description of any specimen trees within the project area; and
  - [4] Engineered plan set, signed and stamped by a professional engineer or a professional land surveyor registered in the Commonwealth of Massachusetts, and drawn at a legible scale and including
    - [a] Existing conditions plan;
    - [b] Proposed conditions plan; and
    - [c] Erosion control plan.
- [2] The existing and proposed conditions plans shall identify significant natural features and specimen trees within the project area.
- [3] The Erosion and Sediment Control Plan shall include the following related specifically to the disturbance area:
  - [1] Location of all structural and non-structural erosion and sediment control measures and BMPs;
  - [2] Locations where stabilization practices are expected to occur;
  - [3] Locations for storage of materials, waste, vehicles, equipment, soil, snow, and other potential contaminants;
  - [4] Operations and Maintenance Plan for BMP's including inspections and maintenance activities as noted in Section I. below;
  - [5] Areas where previous stabilization has been accomplished and no further construction-phase permit requirements apply; and
  - [6] Any other information deemed necessary by the Planning Board.

## **G. Review Standards**

The applicant shall demonstrate that the following measures are employed in development of the site:

- (1) Clearing for utility trenching shall be limited to the minimum area necessary to maneuver a backhoe or other construction equipment. Roots should be cut cleanly rather than pulled or ripped out during utility trenching. Tunneling for utilities installation should be utilized wherever feasible to protect root systems of trees;

# TOWN MEETING AND ELECTION RESULTS

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- (2) Sites shall be designed in such a way as to avoid impacts to rare and endangered species and their habitat on a site, and to maintain contiguous forested areas to the extent practicable; and
- (3) In the design of a site, priority shall be given to retention of existing stands of trees, trees at site perimeter, contiguous vegetation with adjacent sites (particularly existing sites protected through conservation restrictions), and specimen trees.

## **H. Permits and Conditions**

- (1) Erosion Control Permit and approved plans shall be posted at the work site over the duration of site disturbance, construction, and post-construction cleanup;
- (2) No activities shall commence without receiving and complying with an Erosion Control permit issued pursuant to this Section;
- (3) Understory vegetation beneath the drip line of preserved trees shall also be retained in an undisturbed state. During clearing and/or construction activities, all vegetation to be retained shall be surrounded by temporary protective fencing or other measures before any clearing or grading occurs, and maintained until all construction work is completed and the site is cleaned up. Barriers shall be large enough to encompass the essential root zone of all vegetation to be protected. All vegetation within the protective fencing shall be retained in an undisturbed state;
- (4) Development envelopes for structures, driveways, wastewater disposal, lawn areas, and utility work shall be designated to limit clearing and grading;
- (5) Other efforts to minimize the clearing and grading on a site associated with construction activities shall be employed, such as parking of construction vehicles, offices/trailers, stockpiling of equipment/materials, etc. in areas already planned for permanent structures. Topsoil, gravel, or other construction or landscaping materials shall not be stockpiled in areas of protected trees, wetlands, and/or their vegetated buffers;
- (6) Finished grades should be limited to no greater than a 2:1 slope, while preserving, matching, or blending with the natural contours and undulations of the land to the greatest extent possible;
- (7) The proper site management techniques that will be followed during construction:
  - (a) BMPs shall be employed to avoid detrimental impacts to existing vegetation, soil compaction, and damage to root systems; and
  - (b) The extent of a site exposed at any one time shall be limited through phasing of construction operations. Effective sequencing shall occur within the boundaries of natural drainage areas.
- (8) Protection of the site during construction through adequate erosion and sedimentation controls:
  - (a) Temporary or permanent diversions, berms, grassed waterways, special culverts, shoulder dikes or such other mechanical measures as are necessary may be required by the Planning Board to intercept and divert surface water runoff. Runoff flow shall not be routed through areas of protected vegetation or re-vegetated slopes and other areas. Temporary runoff from erosion and sedimentation controls shall be directed to BMP's such as vegetated swales. Retaining walls may be required where side slopes are steeper than a ratio of 2:1;
  - (b) Erosion and sedimentation controls shall be constructed in accordance with the Department of Environmental Protection Stormwater Guidance manual;

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- (c) Erosion control measures shall include the use of erosion control matting, silt fencing, hay bales, mulches, and/or temporary or permanent cover crops as may be most appropriate for the area. Erosion control measures damaged from heavy rainfalls, severe storms, and construction activity shall be repaired immediately;
- (d) Erosion control matting or mulch shall be anchored where:
  - [1] Plantings are on areas subject to mulch removal by wind or water flows
  - [2] Where side slopes are steeper than 2:1 or exceed 10 feet in height.
  - [3] During the months of October through March when seeding and sodding may be impractical, anchored mulch may be applied at the Planning Board's discretion.
- (e) Runoff from impervious surfaces shall be recharged on the site by stormwater infiltration basins, vegetated swales, constructed wetlands, rain gardens, or similar systems covered with natural vegetation. Runoff shall not be discharged directly to rivers, streams, or other surface water bodies. Dry wells shall be used only where other methods are not feasible. All such basins and wells shall be preceded by oil, grease, and sediment traps. The mouths of all catch basins shall be fitted with filter fabric during the entire construction process to minimize siltation or such basins shall be designed as temporary siltation basins with provisions made for final cleaning; and
- (9) Re-vegetate the site immediately after grading:
  - (a) Proper re-vegetation techniques shall be employed using native plant species, proper seed bed preparation, fertilizer and mulching to protect germinating plants. Re-vegetation shall occur on cleared sites within seven (7) calendar days of final grading and shall occur during the planting season appropriate to the selected plant species;
  - (b) A minimum of 4 inches of topsoil shall be placed on all areas subject to land disturbance which are proposed to be planted; and
  - (c) Finished grade shall be no higher than the trunk flare(s) of trees to be retained. If a grade change of 6 inches or more at the base of the tree is proposed, a retaining wall or tree well may be required.

## **I. Monitoring and Inspections**

- (1) After installation of barriers around preserved areas and construction of all structural erosion and sedimentation controls, an initial site inspection and approval, by the Planning Board's designee, of erosion and sedimentation controls and placement of tree protection measures shall occur. This inspection shall occur before any clearing or grading has begun;
- (2) Routine inspections during the period of construction and remediation, by the Planning Board's designee of preserved areas and erosion and sedimentation controls shall be made at varying intervals depending on the extent of site alteration and the frequency and intensity of rainfall;
- (3) Effective stabilization of re-vegetated areas must be approved by the Planning Board's designee before erosion and sedimentation controls are removed. The Planning Board designee shall complete an inspection prior to removal of erosion and sedimentation controls; and
- (4) The applicant shall be required to conduct weekly inspections of all erosion and sedimentation control measures on the site during the period of construction and during remediation to ensure that they are properly functioning as well as to conduct inspections following any storm that totals one (1) inch of rain within a 24-hour period.

# TOWN MEETING AND ELECTION RESULTS

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## **J. Appeal of Permit**

Any person aggrieved by the decision of the Planning Board, whether or not previously a party to the preceding, may appeal the decision in accordance with Massachusetts General Laws Chapter 40, Section 17.

## **K. Enforcement**

- (1) This Section shall be administered by the Planning Board and enforced by the Town's Zoning Enforcement Officer who shall take appropriate action in the name of the Town of Harvard to prevent, correct, restrain, or abate violations of thereof. Each day that any violation continues is a separate offense. Violators shall be subject to a fine not exceeding \$300 for each offense; and
- (2) The Town's Zoning Enforcement Officer may post the site with a Stop Work order directing that all site disturbances in violation of this Section cease immediately. The issuance of a Stop Work order may include remediation or other requirements which must be met before construction activities may resume. No person shall continue working in an area covered by a Stop Work order, except work required correcting an imminent safety hazard as directed by the Town.

## **L. Definitions**

AGRICULTURE, COMMERCIAL- Land in commercial agriculture use shall be as defined in Massachusetts General Laws Chapter 128, Section 1A used as such for commercial purposes.

AGRICULTURE, NON-COMMERCIAL – Land in non-commercial agriculture refers to farms and other agricultural uses as defined in Massachusetts General Laws Chapter 128, Section 1A which are not intended for commercial sales to sustain the enterprise economically.

APPLICANT – A person submitting an application for development, a permit, or other required approval under the Protective Bylaw. "Applicant" includes the owner of the property subject to the application and any person designated in writing by the owner to represent the owner.

BEST MANAGEMENT PRACTICES (BMPs) - A structural, nonstructural, or managerial technique recognized to be the most effective and practical means to prevent and reduce nonpoint source pollutants. BMPs should be compatible with the productive use of the resource to which they are applied, and should be cost-effective.

BEST MANAGEMENT PRACTICES, FORESTRY (fBMPs) – Proactive practical methods or practices prescribed under Massachusetts General Laws Chapter 132 used during forest management to achieve goals related to water quality, silviculture, wildlife and biodiversity, aesthetics, and/or recreation.

CLEARING - Removal or causing to be removed, through either direct or indirect actions, trees, shrubs and/or topsoil from a site, or any material change in the use or appearance of the land. Actions considered to be clearing include, but are not limited to: causing irreversible damage to roots or trunks; destroying the structural integrity of vegetation; and/or any filling, excavation, grading, or trenching in the root area of a tree which has the potential to cause irreversible damage.

CLEARCUTTING – Clearfelling, or clearcut logging is a forestry/logging practice in which most or all trees in an area are uniformly cut down.

DRIP LINE - An area encircling the base of a tree which is delineated by a vertical line extending from the outer limit of a tree's branch tips down to the ground.

ESSENTIAL ROOT ZONE - An area located on the ground between the tree trunk and 10 feet beyond the drip line of a tree which is required for protection of a tree's root system.

EROSION- The process in which the ground surface is disturbed or worn by either natural forces such as wind, water, ice, gravity, or by mechanical means.

# TOWN MEETING AND ELECTION RESULTS

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DIAMETER/DIAMETER-BREAST HEIGHT (dbh) - The diameter of any tree trunk, measured at 4.5 feet above existing grade.

FILLING - The act of transporting or placing (by any manner or mechanism) material from, to, or on any soil surface or natural vegetation.

GRADING – A term used in engineering which includes excavation, filling, clearing, the installation of swales or drains, the creation of impervious surface, or any combination thereof as part of site alteration or preparation, which modifies the existing surface of the land.

HAZARDOUS TREE - A tree with a structural defect or disease, or which impedes safe sight distance or traffic flow, or otherwise currently poses a threat to life or property.

INVASIVE SPECIES - an "invasive species" is defined as a species that is:

- (1) Non-native (or alien) to the ecosystem under consideration;
- (2) Whose introduction causes or is likely to cause economic or environmental harm or harm to human health; and
- (3) Which may be listed by the Massachusetts Invasive Plant Advisory Group (MIPAG) as an invasive plant.

LAND DISTURBANCE – Any activity which affects the ground surface and/or vegetation (i.e.: clearing, grubbing, cut/fill, grading, excavating for foundations, etc.).

PERMIT, MAJOR – A major erosion control permit is intended for those circumstances that meet or exceed the threshold in Section C(3) above and are not subject to a waiver or exemption.

PERMIT, MINOR – A minor erosion control permit is intended for those circumstances that exceed the threshold noted in Section B(3) above that are not expected to create significant erosion issues, for example, where no additional impervious surface is being created by accessory and/or non-principal uses.

PROTECTED TREE/VEGETATION - A tree or area of understory vegetation identified on an approved landscape plan to be retained and protected during construction.

SPECIMEN TREE - A native, introduced or naturalized, tree which is important because of its impact on community character, its significance in the historic/cultural landscape or its value in enhancing the effects of wildlife habitat. Any tree with a dbh of 6 inches or larger is eligible to be considered a specimen tree. Trees that have a small height at maturity or are slow growing, such as flowering dogwood or American holly with a dbh of 4 inches or larger are eligible to be considered specimen trees.

SIGNIFICANT FOREST COMMUNITY - Unfragmented forests including forest types that provide habitat for rare species, unusual ecological processes, highly diverse forest communities, rare forest types, and those forest types which maintain connections between similar or different habitat patches.

SITE – Shall include the following meanings:

- a. Generally, a site is a contiguous area of land, including a lot or lots or a portion thereof, upon which a project is developed or proposed for development.
- b. For the purpose of erosion control, a site shall include the lot (locus) which includes clearings, structures and utilities, temporary earthen disturbances, excavations, and trenching locations, at a minimum.

# TOWN MEETING AND ELECTION RESULTS

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SLOPE - For the purposes of the erosion control provision, slope shall be measured using the two-foot contours on the required erosion control plan. The slope percentage will be the change in elevation divided by the shortest distance between two contour lines. Slope percentages may be averaged across specified horizontal distances.

UNDERSTORY VEGETATION - Small trees, shrubs, and groundcover plants, growing beneath and shaded by the canopy of trees.

(Inserted by Planning Board)

On a motion by Justin Brown, 15 Park Lane, Planning Board and seconded,  
I move that the Town amend Chapter 125 of the Code of the Town of Harvard, Protective Bylaw, by adding thereto a new Section 125-57, entitled "Erosion Control" as printed on your tan handout for the 2019 Annual Town Meeting.

An amendment was offered by Bruce Leicher, 58 Warren Avenue and seconded to add to Section **B. Applicability** (5) the words "under this section" after the wording "...for a project or activity..." and to add the word "filing" after the wording "...shall be exempt from this..."

The Planning Board accepted the amendment.

A motion to move the question by Paul Green, 288 Littleton Road, was seconded and voted greater than 2/3 yes.

Voted 56 in favor 79 opposed **[DOES NOT PASS]** that the Town amend Chapter 125 of the Code of the Town of Harvard, Protective Bylaw, by adding thereto a new Section 125-57, entitled "Erosion Control" as printed on your tan handout for the 2019 Annual Town Meeting.

The Planning Board voted 5 - 0 to recommend this article.

## **ARTICLE 32: CITIZEN PETITION – MARIJUANA**

The operation within the Town of Harvard of any marijuana establishment, as defined in Massachusetts General Laws c. 94G, § 1, including, without limitation, a marijuana cultivator, marijuana testing facility, marijuana product manufacturer, marijuana retailer, or any other type of licensed marijuana-related business, is prohibited. This prohibition shall not apply to the sale, distribution, or cultivation of marijuana for medical purposes by a Registered Marijuana Dispensary as defined by and registered under Chapter 369 of the Acts of 212.

(Inserted by Petition)

On a motion by Theresa Hoggins, 99 Ann Lees Road and seconded,  
I move that the Town take no action on Article 32.

Voted majority yes that the Town take no action on Article 32.

## **ARTICLE 33: CITIZEN PETITION – AMEND CHAPTER 125**

Chapter 125 Protective Bylaw

Article 1 General Provisions

125-2 Definitions

# TOWN MEETING AND ELECTION RESULTS

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## MARIJUANA ESTABLISHMENT

A marijuana cultivator, independent testing laboratory, marijuana product manufacturer, medical marijuana treatment center and/or any combination thereof, but excluding a marijuana retailer as defined in M.G.L. c. 94G Section 1 and a marijuana social consumption establishment.

(Inserted by Petition)

On a motion by Bill Medeiros, 2A Trail Ridge Way and seconded,

I move that the Town vote to amend Chapter 125 of the Protective Bylaws, Article 1 General Provisions, 125-2 Definitions by deleting the current Marijuana Establishment 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.

[Added 5-5-2018 ATM by Art. 33]

and replacing it with the following:

## MARIJUANA ESTABLISHMENT

A marijuana cultivator, independent testing laboratory, marijuana product manufacturer, medical marijuana treatment center and/or any combination thereof, but excluding a marijuana retailer as defined in M.G.L. c. 94G Section 1 and a marijuana social consumption establishment.

A motion to move the question by Lucy Wallace, 18 Orchard Hill, was seconded and voted greater than 2/3 yes.

Voted less than 2/3 majority **[DOES NOT PASS]** that the Town amend Chapter 125 of the Protective Bylaws, Article 1 General Provisions, 125-2 Definitions by deleting the current Marijuana Establishment definition and replacing it.

## **ARTICLE 34: AMEND THE CODE OF HARVARD, CHAPTER 21, REVOLVING FUNDS**

To see if the Town will vote to amend the Code of Harvard, Chapter 21, Revolving Funds, by adding thereto in Section 21-5.4, Fire Department S.A.F.E. Program Revolving Fund, sub-section B., Revenues., at the end of the sentence the words "and including local Burn Permit fees." Section B to read as amended:

"B. Revenues. The Town Accountant shall establish the Fire Department S.A.F.E. Program Revolving Fund as a separate account and credit to the Fund all of the fees charged and received by the Fire Department in connection with said program and including local Burn Permit fees."

And to also add a new Section 21-5.7, Parks and Recreation Beach Revolving Fund as follows:

§ 21-5.7 Parks and Recreation Beach Revolving Fund.

- A. Fund name. There shall be a separate fund called the Parks and Recreation Beach Revolving Fund authorized for use by the Parks and Recreation Commission.
- B. Revenues. The Town Accountant shall establish the Parks and Recreation Beach Revolving Fund as a separate account and credit to the Fund all of the program and activity fees charged and received by the Parks and Recreation Commission in connection with the activities at the beach, on the water, docks, and moorings operated by or allowed by the Parks and Recreation Commission.

# TOWN MEETING AND ELECTION RESULTS

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C. Purposes and expenditures. During each fiscal year, the Parks and Recreation Commission may incur liabilities against and spend monies from the Parks and Recreation Beach Revolving Fund for the expenses of the Town Beach.

D. Fiscal Years. The Parks and Recreation Beach Revolving Fund shall operate for fiscal years that begin on or after January 1, 2019.

This fund will have all revenues collected in accordance with Section 21-5.7 B. above credited to the Fund starting on January 1, 2019, or pass any vote or votes in relation thereto.

(Inserted by Select Board)

On a motion by Alice von Loesecke, 84 Warren Avenue, Select Board and seconded,  
I move that the Town amend the Code of Harvard, Chapter 21, Revolving Funds, by a.) adding thereto in Section 21-5.4, Fire Department S.A.F.E. Program Revolving Fund, sub-section B., Revenues., at the end of the sentence the words “and including local Burn Permit fees.” so that said sub-section B, as amended, reads as printed on pages 63 and 64 of the Finance Committee Report and Warrant for the 2019 Annual Town Meeting; and b.) adding thereto a new Section 21-5.7, Parks and Recreation Beach Revolving Fund, as printed on page 64 of said report and warrant.

Voted unanimously yes that the Town amend the Code of Harvard, Chapter 21, Revolving Funds, by a.) adding thereto in Section 21-5.4, Fire Department S.A.F.E. Program Revolving Fund, sub-section B., Revenues., at the end of the sentence the words “and including local Burn Permit fees.” so that said sub-section B, as amended, reads as printed on pages 63 and 64 of the Finance Committee Report and Warrant for the 2019 Annual Town Meeting; and b.) adding thereto a new Section 21-5.7, Parks and Recreation Beach Revolving Fund, as printed on page 64 of said report and warrant:

“B. Revenues. The Town Accountant shall establish the Fire Department S.A.F.E. Program Revolving Fund as a separate account and credit to the Fund all of the fees charged and received by the Fire Department in connection with said program and including local Burn Permit fees.”

§ 21-5.7 Parks and Recreation Beach Revolving Fund.

Fund name. There shall be a separate fund called the Parks and Recreation Beach Revolving Fund authorized for use by the Parks and Recreation Commission.

B. Revenues. The Town Accountant shall establish the Parks and Recreation Beach Revolving Fund as a separate account and credit to the Fund all of the program and activity fees charged and received by the Parks and Recreation Commission in connection with the activities at the beach, on the water, docks, and moorings operated by or allowed by the Parks and Recreation Commission.

C. Purposes and expenditures. During each fiscal year, the Parks and Recreation Commission may incur liabilities against and spend monies from the Parks and Recreation Beach Revolving Fund for the expenses of the Town Beach.

D. Fiscal Years. The Parks and Recreation Beach Revolving Fund shall operate for fiscal years that begin on or after January 1, 2019.

This fund will have all revenues collected in accordance with Section 21-5.7 B. above credited to the Fund starting on January 1, 2019.

# TOWN MEETING AND ELECTION RESULTS

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*Approved by the Attorney General on July 22, 2019.*

## **ARTICLE 35: 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 2020:

<b>Revolving Fund</b>	<b>Expenditure Limit</b>
Council on Aging	\$35,000.
Fourth of July Committee	\$40,000.
Harvard Ambulance Service	\$203,700.
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.
Parks and Recreation Beach	\$65,000.

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,  
I move that the Town establish the Fiscal Year 2020 expenditure limitations on the revolving funds previously established by the Town as printed on Page 58 of the Warrant and Finance Committee Report for the 2019 Annual Town Meeting, noting that there is a correction to the Harvard Ambulance Service Expenditure Limit which should read: \$203,700.

Voted unanimously yes that the Town establish the Fiscal Year 2020 expenditure limitations on the revolving funds previously established by the Town as printed on Page 58 of the Warrant and Finance Committee Report for the 2019 Annual Town Meeting, including a correction to the Harvard Ambulance Service Expenditure Limit which should read: \$203,700.

## **ARTICLE 36: 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 Select Board 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 Select Board)

On a motion by Stuart Sklar, 39 Scott Road, Select Board and seconded,  
I move that the Town authorize the Select Board to acquire for conservation and passive recreation purposes, by eminent domain, in order to confirm and make clear the Town's title to the parcel of land located off Old Littleton Road, Harvard, and off Whitcomb Avenue, Littleton, Massachusetts, shown as Parcel A on the plan entitled "Plan of Land in Littleton and Harvard, Mass. surveyed for Paul Eugene Smith, Jr. Investment Trust & Edith Boyd Smith Investment Trust," dated August 1995, prepared by David E. Ross Associates, Inc., Sheet 2 of 2, and recorded at the Middlesex South Registry of Deeds as Plan 1226 of 1996.

# TOWN MEETING AND ELECTION RESULTS

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Voted unanimously yes that the Town authorize the Select Board to acquire for conservation and passive recreation purposes, by eminent domain, in order to confirm and make clear the Town's title to the parcel of land located off Old Littleton Road, Harvard, and off Whitcomb Avenue, Littleton, Massachusetts, shown as Parcel A on the plan entitled "Plan of Land in Littleton and Harvard, Mass. surveyed for Paul Eugene Smith, Jr. Investment Trust & Edith Boyd Smith Investment Trust," dated August 1995, prepared by David E. Ross Associates, Inc., Sheet 2 of 2, and recorded at the Middlesex South Registry of Deeds as Plan 1226 of 1996.

## **ARTICLE 37: 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 Select Board)

On a motion by Stuart Sklar, 39 Scott Road, Select Board and seconded,  
I move that the Town accept the Fiscal Year 2020 State funds to be used for reconstruction and improvements of public ways.

Voted unanimously yes that the Town accept the Fiscal Year 2020 State funds to be used for reconstruction and improvements of public ways.

The meeting was dissolved at 4:48 PM

Checkers for the meeting were Nancy Cronin, Steve Cronin, Joanne Helhowski, Barbara Kemp, Fran Maiore, Joe Schmidt, Marc Seigny and Carol Lee Tonge.

They checked in 312 voters out of a total of 4,416 registered voters (4,196 active voters).

The Citizens of Note were Pete and Kathy Jackson.

Tellers for the meeting were: Debbie Barton, Rebecca Brown, Paul Green, Pat Jennings, Libby Levison, Joe Schmidt and Eric Ward.

Respectfully submitted,

Marlene Kenney  
Town Clerk



*Presentation by Select Board Chair Lucy Wallace to Citizens of Note Pete and Kathy Jackson at the Annual Town Meeting.*

# TOWN MEETING AND ELECTION RESULTS

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## TOWN ELECTION

May 7, 2019

The Annual Town Election was held on May 7, 2019 in the Bromfield School Cafeteria. The polls were opened at 7:00 a.m. by Dennis Bradley. There were 4,418 registered voters (4,198 active voters) and a total of 474 persons (11% of the total voters) cast their votes with the following results:

### MODERATOR

for one year		Vote for ONE
William K. Barton	386	
Blanks	82	
Scatterings	6	

### SELECT BOARD

for three years		Vote for TWO
Stuart Sklar	363	
Alice J. von Loesecke	373	
Blanks	204	
Scatterings	8	

### LIBRARY TRUSTEE

for three years		Vote for TWO
Martha N. Green	394	
Stacie Cassat Green	390	
Blanks	164	
Scatterings	0	

### SCHOOL COMMITTEE MEMBER

for three years		Vote for ONE
Suzanne Clarke Allen	383	
Blanks	90	
Scatterings	1	

### SCHOOL COMMITTEE MEMBER

for two years		Vote for ONE
Sharlene R. Cronin	376	
Blanks	96	
Scatterings	2	

### WARNER FREE LECTURE SOCIETY TRUSTEE

for three years		Vote for TWO
Patricia H. Jennings	411	
Sheila R. Simollardes	376	
Blanks	160	
Scatterings	1	

# TOWN MEETING AND ELECTION RESULTS

## WARNER FREE LECTURE SOCIETY TRUSTEE

for two years

Vote for ONE

Jennifer Malloy Combs	222
Lynda J. Herbolsheimer	168
Blanks	84
Scatterings	0

## QUESTION #1 –ACCEPTANCE OF CHAPTER 412 OF THE ACTS OF 2018 - AN ACT AUTHORIZING THE TOWN OF HARVARD TO ESTABLISH A CAP ON PROPERTY TAXES FOR MEANS TESTED SENIOR CITIZENS

Shall the Town of Harvard accept the provisions of Chapter 412 of the Acts of 2018, an act authorizing the Town of Harvard to establish a cap on property taxes for means tested senior citizens?

Yes	403	No	66	Blanks	5
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## QUESTION #2 – AYER ROAD DESIGN AND ENGINEERING

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 design and engineer improvements to Ayer Road from Route 2 to the Ayer town line?

Yes	283	No	180	Blanks	11
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## QUESTION #3 – HEAVY DUTY DUMP TRUCK

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 purchase a heavy duty dump truck for the Department of Public Works?

Yes	328	No	135	Blanks	11
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## QUESTION #4 – SLATE ROOF FOR OLD LIBRARY

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 replace the slate roof on the Old Town Library?

Yes	309	No	160	Blanks	5
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The polls were closed at 8:00 p.m. by Warden Dennis Bradley and the results were announced at 9:17 p.m. Nine (9) absentee ballots were cast.

Election Officials were:

Abbe Alpert	Becky Gordon
Audrey Ball	Robert Hughes
Meg Bagdonas	Fran Maiore
Sydney Blackwell	Steve Nigzus
Dennis Bradley	Sue Reedich
Cary Browse	Marc Sevigny
Nancy Cronin	Janet Wilhelm
Steven Cronin	

Respectfully submitted,

Marlene Kenney, Town Clerk



# TOWN MEETING AND ELECTION RESULTS

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## **SPECIAL TOWN MEETING**

**October 28, 2019**

The meeting was called to order in Bromfield's Cronin Auditorium 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
Lori Bolasevich	Finance Director
Christopher Ryan	Economic Development Director
Liz Allard	Land Use Admin/Conservation Agent
Debbie Thompson	Council on Aging Director
Timothy Kilhart	Department of Public Works Director
Richard Sicard	Fire Chief
Edward Denmark	Police Chief
Captain Scott Amati	Massachusetts Environmental Police
Lt. Mark Brighenti	Massachusetts Environmental Police
Dr. Sam Telford	Epidemiologist -Tufts/Harvard University
David Stainbrook	Deer & Moose Project Leader, Massachusetts Division of Fisheries & Wildlife

### **ARTICLE 1: 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 2019, or pass any vote or votes in relation thereto.

(Inserted by Select Board)

On a motion by Kara Minar, 204 Still River Road, Select Board and seconded,  
Voted unanimously yes that the Town authorize the payment of two Fiscal Year 2019 bills, \$70.00 from the Planning Board and \$6,923.77 from the Sewer Enterprise, and use funds in each of said department's respective Fiscal Year 2020 budget to pay said bills.

### **ARTICLE 2: AMEND FISCAL YEAR 2020 OMNIBUS BUDGET**

To see if the Town will vote to raise and appropriate, borrow, or transfer the sum of \$13,252 to correct the amount voted in error for Land Use Boards Personnel under line #13 on page 35 of the May, 2019 Warrant and Finance Committee Report for the 2019 Annual Town Meeting, or pass any vote or votes in relation thereto.

(Inserted by Select Board)

# TOWN MEETING AND ELECTION RESULTS

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On a motion by Kara Minar, 204 Still River Road, Select Board and seconded,  
Voted unanimously yes that the Town raise and appropriate the sum of \$13,252 and add it to the appropriation made under line#13 on page 35 of the May, 2019 Annual Town Meeting Warrant to correct the appropriation amount voted in error for Land Use Boards Personnel.

## **ARTICLE 3: RESCIND BORROWING AUTHORITY**

To see if the Town will vote to rescind its approval of \$119,000 worth of borrowing authorized by its vote under Article 15 of the Warrant for the April 6, 2013 Annual Town Meeting for the Pond Road Parking Lot Project, or pass any vote or votes in relation thereto.

(Inserted by the Select Board)

On a motion by Kara Minar, 204 Still River Road, Select Board and seconded,  
Voted unanimously yes that the Town rescind its authorization of \$119,000 borrowing authorized by its vote under Article 15 of the Warrant for the April 6, 2013 Annual Town Meeting for the Pond Road Parking Lot Project.

## **ARTICLE 4: SEWER ENTERPRISE RETAINED EARNINGS**

To see if the Town will vote to transfer \$56,823 from the Certified Sewer Enterprise Retained Earnings Fund to the Fiscal Year 2020 Sewer Enterprise Expense Account, or pass any vote or votes in relation thereto.

(Inserted by Water and Sewer Commission)

On a motion by Cindy Russo, 35 Lancaster County Road, Water and Sewer Commission and seconded,  
Voted unanimously yes that the Town transfer \$56,823 from the Certified Sewer Enterprise Retained Earnings Fund to the Fiscal Year 2020 Sewer Enterprise Expense Account

## **ARTICLE 5: AMEND ARTICLE #11 LINE #19 POLICE DEPARTMENT PERSONNEL**

To see if the Town will vote to amend its vote under Article #11 of the Warrant for the May, 2019 Annual Town Meeting, by raising and appropriating, borrowing, or transferring from available funds the sum of \$38,117 and adding it to the appropriation under Line #19 of said Warrant Police Department Personnel, to cover the salary increases due to the Department in accordance with the recently settled collective bargaining agreement, 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,  
Voted unanimously yes that the Town amend its vote under Article #11 of the Warrant for the May, 2019 Annual Town Meeting, by raising and appropriating the sum of \$38,117 and adding it to the appropriation under Line #19 of said Warrant, Police Department Personnel, to cover the salary increases due to the Department in accordance with the recently settled collective bargaining agreement.

# TOWN MEETING AND ELECTION RESULTS

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## **ARTICLE 6: AMEND ARTICLE #11 LINE #34 DEPARTMENT OF PUBLIC WORKS PERSONNEL TO INCREASE TRANSFER STATION HOURS**

To see if the Town will vote to amend its vote under Article #11 of the Warrant for the May, 2019 Annual Town Meeting, by raising and appropriating, borrowing, or transferring from available funds the sum of \$4,368 and adding it to the appropriation under Line #34 of said Warrant Department of Public Works Personnel, to cover increasing the hours of the transfer station, 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,

Voted majority yes that the Town amend its vote under Article #11 of the Warrant for the May, 2019 Annual Town Meeting, by raising and appropriating the sum of \$4,368 and adding it to the appropriation under Line #34 of said Warrant, Department of Public Works Personnel, to cover increasing the hours of the transfer station.

## **ARTICLE 7: ARTICLE SUNSET BY-LAW**

To see if the Town will vote to amend the Code of the Town of Harvard, Chapter 14 Budget Process, by adding thereto the following new section: §14-2 Expiration of Appropriations. "Following the conclusion of the October 28, 2019 Special Town Meeting, any warrant article approved by any subsequent town meeting and authorizing funding for any purpose, shall, after a period of three (3) years has elapsed from the effective date of the original authorization, automatically terminate the funding authorization for further expenditure, and any remaining balance in the appropriation shall be returned to the original funding source without further action by town meeting. The provisions of this section shall not apply to any town meeting vote involving - an Enterprise Fund, - an authorization for borrowing, any appropriation authorized under a vote which clearly specifies an exemption from this section or a different timetable, a vote granting an extension of time to expend the authorized fund or an exemption to any previously voted funding authorization.", or pass any vote or votes in relation thereto.

(Inserted by Select Board)

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

Voted unanimously yes that the Town amend the Code of the Town of Harvard, Chapter 14 Budget Process, by adding thereto the following new section: §14-2 Expiration of Appropriations. "Following the conclusion of the October 28, 2019 Special Town Meeting, any warrant article approved by any subsequent town meeting and authorizing funding for any purpose, shall, after a period of three (3) years has elapsed from the effective date of the original authorization, automatically terminate the funding authorization for further expenditure, and any remaining balance in the appropriation shall be returned to the original funding source without further action by town meeting. The provisions of this section shall not apply to any town meeting vote involving - an Enterprise Fund, an authorization for borrowing, any appropriation authorized under a vote which clearly specifies an exemption from this section or a different timetable, a vote granting an extension of time to expend the authorized fund or an exemption to any previously voted funding authorization."

# TOWN MEETING AND ELECTION RESULTS

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## **ARTICLE 8: BOND PREMIUMS**

To see if the Town will vote to (i) appropriate the premium paid to the Town upon the sale of bonds and bond anticipation notes (as applicable) issued on June 23, 2017, August 24, 2018, and August 22, 2019 to pay costs of capital projects and to reduce the amounts appropriated for such projects (if any) by the same amount; and (ii) supplement each prior vote of the Town that authorizes the borrowing of money to pay costs of capital projects to provide that, in accordance with Chapter 44, Section 20 of the General Laws, the premium received by the Town upon the sale of any bonds or notes thereunder, less any such premium applied to the payment of the costs of issuance of such bond or notes, may be applied to pay project costs and the amount authorized to be borrowed for each such project shall be reduced by the amount of any such premium so applied; or to take any other action relative thereto.

(Inserted by Select Board)

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

Voted majority yes that the Town (i) appropriate (a) \$ 56,018.58 from the premium paid to the Town upon the sale of the bond anticipation notes on June 23, 2017, (b) \$ 48,938.81 from the premium paid to the Town upon the sale of the bond anticipation notes on August 24, 2018, and (c) \$ 39,329.87 from the premium paid to the Town upon the sale of the bonds on August 22, 2019, to pay costs of the Library roof replacement project authorized by vote of the Town passed May 4, 2019 (Article 23-3) and excluded from the limitations of Proposition 2 1/2, so-called on May 7, 2019 (Ballot Question #4), and to reduce the amount authorized to be borrowed for such project, but not yet issued by the Town, by \$144,287.26; and (ii) amend each prior vote of the Town that authorized the borrowing of money to pay costs of capital projects to provide that, in accordance with Chapter 44, Section 20 of the General Laws, the premium received by the Town upon the sale of any bonds or notes thereunder, less any such premium applied to the payment of the costs of issuance of such bonds or notes, may be applied to pay project costs and the amount authorized to be borrowed for each such project shall be reduced by the amount of any such premium so applied.

## **ARTICLE 9: PURCHASE MIXING UNIT FOR WATER TANK**

To see if the Town will vote to raise and appropriate, borrow or transfer from available funds the sum of \$17,500 to be expended by the Water and Sewer Commissioners to purchase a mixing unit for the water tank located on Bolton Road, or pass any vote or votes in relation thereto.

(Inserted by Water and Sewer Commission)

On a motion by Cindy Russo, 35 Lancaster County Road, Water and Sewer Commission and seconded,

Voted majority yes that the Town transfer from Fiscal Year 2019 Certified Free Cash the sum of \$17,500 to be expended by the DPW Director, with the approval of the Water and Sewer Commissioners, to purchase a mixing unit for the water tank located on Bolton Road.

# TOWN MEETING AND ELECTION RESULTS

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## **ARTICLE 10: WATER CHLORINATION SYSTEM DESIGN, PERMITTING, BIDDING, and CONSTRUCTION ADMINISTRATION SERVICES**

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 Water and Sewer Commissioners for the design, permitting, bidding and construction services for a full-time water chlorination system for the Town water supply system, or pass any vote or votes in relation thereto.(Inserted by Select Board)

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

Voted 2/3 majority yes that the Town appropriate the sum of \$42,000 and provide for said appropriation by transferring \$42,000 from the Capital Stabilization and Investment Fund to be expended by the DPW Director, with the approval of the Water and Sewer Commissioners, for the design, permitting, bidding and construction services for a full-time water chlorination system for the Town water supply system.

## **ARTICLE 11: LIBRARY ROOF REPAIR**

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 Library Trustee to repair the new Town Library's roof, or pass any vote or votes in relation thereto.

(Inserted by Capital/Library Trustees)

On a motion by John Seeley, 20 Pinnacle Road, Capital Planning and Investment Committee, and seconded,

Voted unanimously (greater than 2/3 majority) yes that the Town appropriate the sum of \$53,750 and provide for said appropriation by transferring \$53,750 from the Capital Stabilization and Investment Fund to be expended by the Library Trustees to repair the new Town Library's roof.

## **ARTICLE 12: SPRING FIELD MAINTENANCE**

To see if the Town will vote to raise and appropriate or transfer from available funds a sum of \$15,000 to be expended by the Parks and Recreation Commission for spring field maintenance to be performed prior to Fiscal Year 2021, or pass any vote or votes in relation thereto.

(Inserted by Parks and Recreation Commission)

The following motion was made by Doug Thornton, 213 Littleton Road, Parks and Recreation Commission and seconded,

I move the Town transfer from Fiscal Year 2019 Certified Free Cash the sum of \$15,000 to be expended by the Parks and Recreation Commission for spring field maintenance to be performed prior to Fiscal Year 2021. A friendly amendment was offered by Dan Daly, 15 Littleton Road, Athletic Field Planning Subcommittee to replace "Parks and Recreation Commission" with "Department of Public Works" and to delete the word "spring" before "...field maintenance".

The Parks and Recreation Commission accepted the friendly amendment.

Voted majority yes that the Town transfer from Fiscal Year 2019 Certified Free Cash the sum of \$15,000 to be expended by the Department of Public Works for field maintenance to be performed prior to Fiscal Year 2021. (Moderator William Barton allowed for the re-voting of this article, with the same results as the original majority yes vote.)

# TOWN MEETING AND ELECTION RESULTS

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## **ARTICLE 13: TRANSFER FROM CERTIFIED FREE CASH TO THE CAPITAL STABILIZATION AND INVESTMENT FUND**

To see if the Town will vote to transfer a sum of money from Fiscal Year 2019 Certified Free Cash to the Capital Stabilization and Investment Fund, 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 transfer \$1,259,345 from the Fiscal Year 2019 Certified Free Cash Account to the Capital Stabilization and Investment Fund.

A motion was proposed by Worth Robbins, 115 Massachusetts Avenue and seconded, to take no action on this article. The motion was voted no by majority [DID NOT PASS].

A motion to move the question by Nate Finch, 165 Codman Hill Road, was seconded and voted greater than 2/3rds yes. Voted majority yes that the Town transfer \$1,259,345 from the Fiscal Year 2019 Certified Free Cash Account to the Capital Stabilization and Investment Fund.

## **ARTICLE 14: ADOPT M.G.L. CHAPTER 40, SECTION 8J, TO CREATE A COMMISSION ON DISABILITY**

To see if the Town will vote to accept the provisions of Massachusetts General Laws Chapter 40, Section 8J and establish a 5-member Commission On Disability to be appointed in accordance with said law, 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,

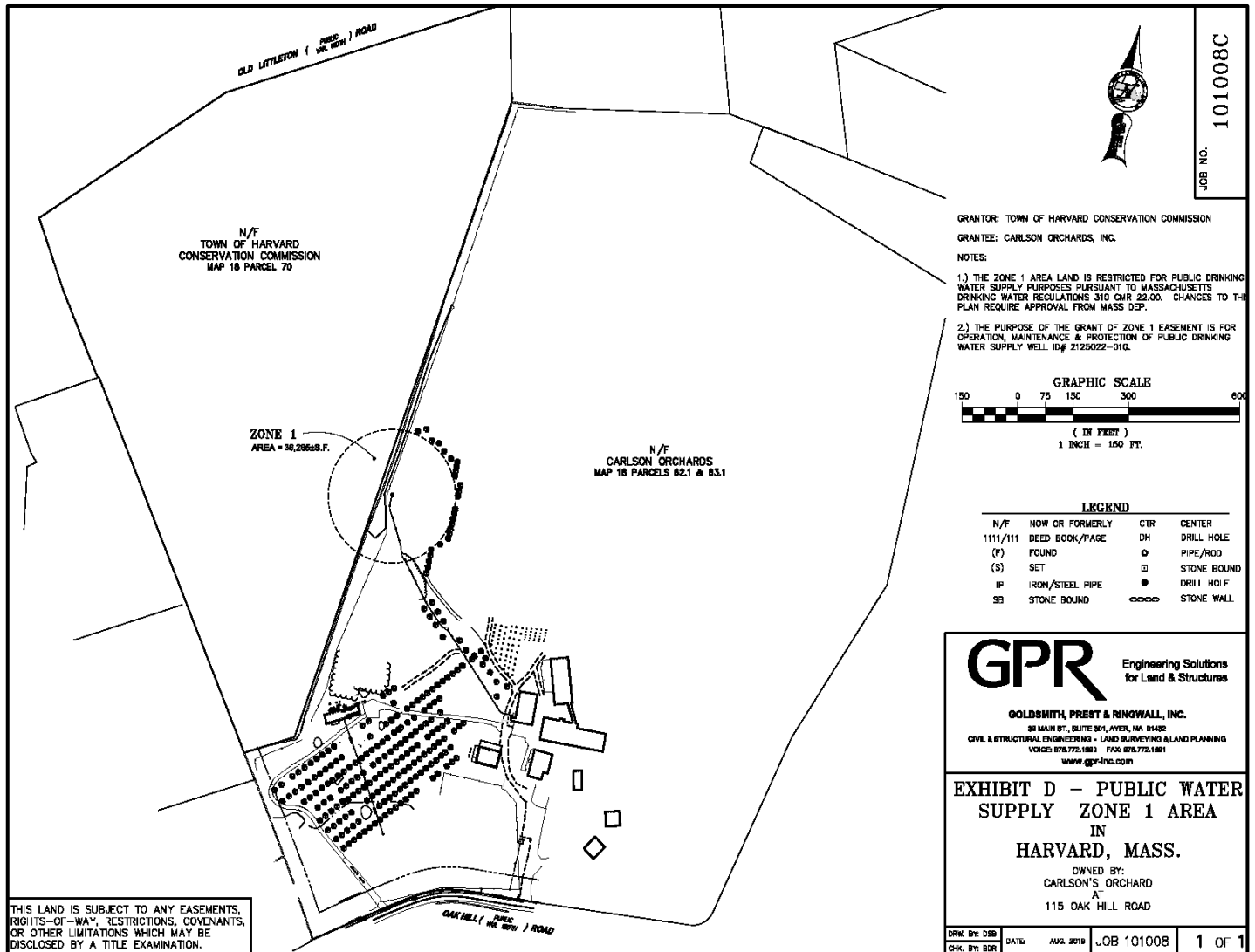
Voted majority yes that the Town accept the provisions of Massachusetts General Laws Chapter 40, Section 8J and establish a five (5) member Commission on Disability to be appointed in accordance with said law.

## **ARTICLE 15: AUTHORIZE THE GRANT OF A ZONE 1 WELL PROTECTION EASEMENT OVER A PORTION OF THE DUNLAP CONSERVATION LAND**

To see if the Town will vote to authorize a.) the Harvard Conservation Commission to grant a Zone 1 well protection easement over a portion of the so-called Dunlap Conservation Land for the benefit of an abutting landowner, which land is located on the southerly side of Old Littleton Road in Harvard, Massachusetts, and is shown as Parcel 70 on Assessors Map 18, and described as Parcel Two in the deed recorded with the Worcester District Registry of Deeds in Book 43843, Page 377 and is also shown as Parcel A on the plan recorded with said Registry of Deeds in Plan Book 180, Page 128, which portion of said land to be used for said easement contains approximately 36,265 square feet and is partially located in the MassDEP / DWP approved Zone 1 of the Well and is further described in the Exhibit entitled "Exhibit D – Public Water Supply Zone 1 Area prepared for Carlson Orchards, Inc." Dated August 2019, a copy of which exhibit is on file in the Office of the Town Clerk; and b.) the Select Board to petition the General Court of the Commonwealth of Massachusetts to enact a special act authorizing the grant of said easement and a change of use of said conservation land within said easement area, or pass any vote or votes in relation thereto. (Inserted by Conservation Commission)

# TOWN MEETING AND ELECTION RESULTS

See Exhibit D – Public Water Supply Zone 1 Area map below:



On a motion by Jim Burns, 50 Ayer Road, Conservation Commission and seconded,

Voted greater than 2/3 yes that the Town authorize a.) the Harvard Conservation Commission to grant a Zone 1 well protection easement over a portion of the so-called Dunlap Conservation Land for the benefit of an abutting landowner, which land is located on the southerly side of Old Littleton Road in Harvard, Massachusetts, and is shown as Parcel 70 on Assessors Map 18, and described as Parcel Two in the deed recorded with the Worcester District Registry of Deeds in Book 43843, Page 377 and is also shown as Parcel A on the plan recorded with said Registry of Deeds in Plan Book 180, Page 128, which portion of said land to be used for said easement contains approximately 36,265 square feet and is partially located in the MassDEP / DWP approved Zone 1 of the Well and is further described in the Exhibit entitled "Exhibit D – Public Water Supply Zone 1 Area prepared for Carlson Orchards, Inc." Dated August 2019, a copy of which exhibit is on file in the Office of the Town Clerk; and b.) the Select Board to petition the General

# TOWN MEETING AND ELECTION RESULTS

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Court of the Commonwealth of Massachusetts to enact a special act authorizing the grant of said easement and a change of use of said conservation land within said easement area.

## **ARTICLE 16: GRANT OF EASEMENT TO NATIONAL GRID FOR ELECTRICAL SERVICES TO THE NEW HILDRETH ELEMENTARY SCHOOL**

To see if the Town will vote authorize the Harvard Select Board and/or the Harvard School Committee to grant an easement to National Grid for the purposes of providing electrical services to the new Hildreth Elementary School at 27 Massachusetts Avenue, Harvard, Massachusetts, or pass any vote or votes in relation thereto. (Inserted by Select Board)

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

Voted greater than 2/3 yes that the Town authorize the Harvard School Committee to grant an easement to National Grid for the purpose of providing electrical services to the new Hildreth Elementary School at 27 Massachusetts Avenue, Harvard, Massachusetts, located in, though, under, over, across and upon a parcel of land situated on the easterly side of Massachusetts Avenue, formerly known as Bromfield Street, and the westerly side of Fairbanks Street, being more particularly described in a deed dated April 29, 1904, and recorded with the Worcester South District Registry of Deeds in Book 1782, Page 20.

## **ARTICLE 17: GRANT OF EASEMENT TO NATIONAL GRID FOR ELECTRICAL SERVICES TO THE HARVARD CENTER FIRE STATION**

To see if the Town will vote authorize the Harvard Select Board to grant an easement to National Grid for the purposes of providing electrical services to the Harvard Center Fire Station at 11 Elm Street, Harvard, Massachusetts, or pass any vote or votes in relation thereto. (Inserted by Select Board)

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

Voted greater than 2/3 yes that the Town authorize the Select Board to grant an easement to National Grid for the purpose of providing electrical services to the Harvard Central Fire Station at 11 Elm Street, Harvard, Massachusetts, located in, though, under, over, across and upon a parcel of land situated on the northwesterly side of the Town of Harvard Town Common now known and numbered at 11 Elm Street, Harvard, Massachusetts, being more particularly described in a deed dated May 9, 1973, and recorded with the Worcester South District Registry of Deeds in Book 5619, Page 62.

## **ARTICLE 18: PROHIBIT DEER HUNTING ON TOWN CONSERVATION LAND – CITIZEN PETITION**

To see if the Town will vote to ban hunting on Harvard Conservation Land.  
(Inserted by Citizen Petition)

On a motion by Eve Wittenberg, 103 Prospect Hill Road, and seconded,

I move the Town vote to amend the Code of the Town of Harvard by adding a new Chapter 57, Hunting on Conservation Land: §57-1 Hunting on Conservation Land. The Town of Harvard hereby prohibits hunting, in any form, on all Town Conservation Land.

A motion to move the question by David Durrant, 159 East Bare Hill Road, was seconded and voted greater than 2/3rds yes.

# TOWN MEETING AND ELECTION RESULTS

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Voted majority no [DOES NOT PASS] that the Town amend the Code of the Town of Harvard by adding a new Chapter 57, Hunting on Conservation Land: §57-1 Hunting on Conservation Land. The Town of Harvard hereby prohibits hunting, in any form, on all Town Conservation Land.

## **ARTICLE 19: AMEND THE PROTECTIVE BYLAW §125-39, SITE STANDARDS**

To see if the Town will vote to amend the Protective Bylaw §125-39, Site Standards, by making the following revisions thereto, or pass any vote or votes in relation thereto:

[Key to revisions; underlining = additions; ~~striketrough~~ = deletions]

E. **Fire protection.** Where the site abuts an area in a W District or an adjacent municipality, development shall provide water supply for fire protection, with suitable access, except where a water hole, pond, hydrant, or other suitable supply already exists within 1,000 feet of each building on the site within the Town of Harvard. (Inserted by Planning Board)

On a motion by Stacia Donahue, 224 Old Littleton Road, Planning Board and seconded,

Voted greater than 2/3 yes that the Town amend the Protective Bylaw, §125-39, Site Standards, by making the revisions thereto as printed on Page 6 of the Warrant with Finance Committee Recommendations for the October 28, 2019 Special Town Meeting.

Amended version as follows:

E. **Fire protection.** Where the site abuts an area in a W District or an adjacent municipality, development shall provide water supply for fire protection, with suitable access, except where a water hole, pond, hydrant, or other suitable supply already exists within 1,000 feet of each building on the site within the Town of Harvard.

The Planning Board voted 5 - 0 to recommend this article.

**Tim Schmoyer, 278 Stow Road, made a motion to postpone hearing Article 20 until after Articles 21 and 22 have been voted on. The motion was seconded and approved by the Planning Board. [See Article 20 in numerical order.**

## **ARTICLE 20: AMEND THE PROTECTIVE BYLAW §125-02. DEFINITIONS**

To see if the Town will vote to amend the Protective Bylaw §125-02, Definitions, by making the following revisions thereto, or pass any vote or votes in relation thereto:

[Key to revisions; underlining = additions; ~~striketrough~~ = deletions]

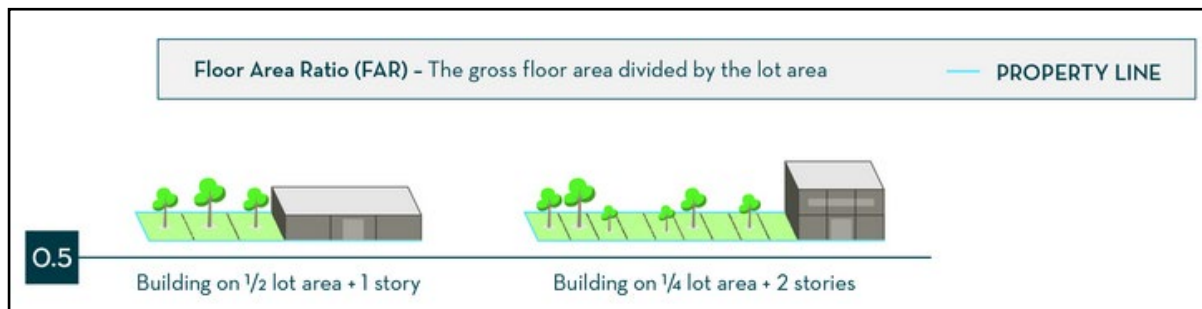
ADULT DAY CARE: Daytime services, such as skilled care and supervision, group activities, provision of meals, transportation, trips, and light exercise, provided to elderly adults and the physically challenged who require assistance with daily needs of living.

ADULT DAY HEALTH: A community-based and non-residential service that provides nursing care, supervision, and health related support services in a structured group setting to MassHealth members who have physical, cognitive, or behavioral health impairments. The adult day health (ADH) service has a general goal of meeting the activities of daily living (ADL), and/or skilled nursing therapeutic needs of MassHealth members delivered by a MassHealth agency-approved ADH provider that meets the

# TOWN MEETING AND ELECTION RESULTS

conditions of 130 CMR 404.000. **BLOCK:** A block is the smallest area that is surrounded by streets. Blocks are the space for buildings within the street pattern of a city or town, and form the basic unit of the town's pattern of development. Blocks may be subdivided into any number of smaller land lots usually in private ownership, though in some cases, it may be other forms of tenure. Blocks are usually built-up to varying degrees and thus form the physical containers or 'streetwalls' of public space. Most town centers are composed of a greater or lesser variety of sizes and shapes of block.

**FLOOR AREA RATIO:** The ratio of total gross building square footage to the surface area (in square feet) of the lot (see Figure 1 below).



*Figure 1- Floor Area Ratio Diagram*

**MICRO-BREWERY, MICRO-CIDERY, MICRO-DISTILLERY, MICRO-WINERY, MICRO-MEADERY:** A facility, licensed under the relevant state and federal statutes, for the production and packaging of malt, wine, or hard cider beverages for distribution retail or wholesale, on or off the premises, with a capacity of not more than 5,000 barrels per year. (One barrel contains 31 U.S. gallons). A tasting room is permitted as an accessory use. [Added 11-6-2017 STM by Art. 2]

**SMART GROWTH:** Includes a range of development and conservation strategies that help protect our health and natural environment and make our communities more attractive, economically stronger, and more socially diverse. They include a range of principles including creating a range of housing opportunities and choices; creating walkable neighborhoods; encouraging community and stakeholder collaboration; fostering distinctive, attractive communities with a strong sense of place, making development decisions predictable, fair and cost effective; mixing land uses; preserving open space, farmland, natural beauty and critical environmental areas; providing a variety of transportation choices; and establishing sustainable communities that are energy efficient, economically diverse, and socially responsible. Smart growth also includes the concepts of new urbanism and neotraditional development. (Inserted by Planning Board)

On a motion by R. Jarrett Rushmore, 39 East Bare Hill Road, Planning Board and seconded,

I move that the Town amend the Protective Bylaw, §125-2, Definitions, by making the revisions thereto as printed on Pages 6 and 7 of the Warrant with Finance Committee Recommendations for the October 28, 2019 Special Town Meeting.

Tim Schmoyer, 278 Stow Road, proposed a friendly amendment to remove the section, "FLOOR AREA RATIO", from the article.

# TOWN MEETING AND ELECTION RESULTS

The Planning Board did not accept the friendly amendment.

A friendly amendment was offered by Bonnie Heudorfer, 338 Stow Road, to delete the section, "SMART GROWTH", from the article.

The Planning Board accepted the friendly amendment.

Voted greater than 2/3 yes that the Town amend the Protective Bylaw, §125-2, Definitions, by making the revisions thereto as printed on Pages 6 and 7 of the Warrant with Finance Committee Recommendations for the October 28, 2019 Special Town Meeting.

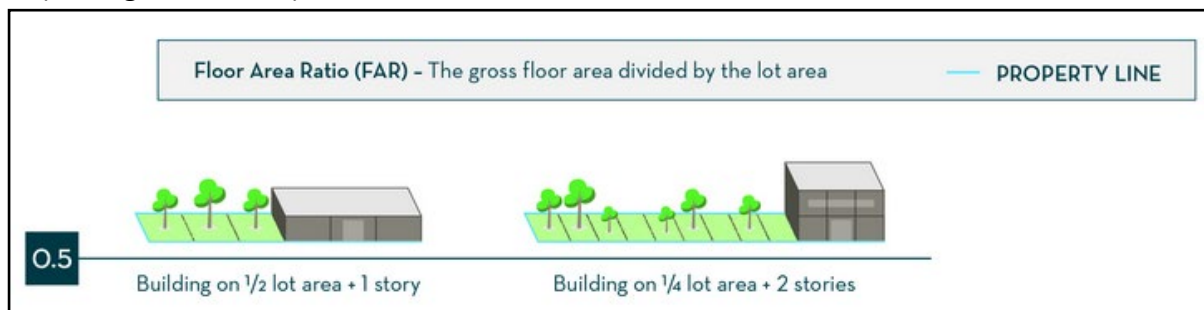
Amended version as follows:

**ADULT DAY CARE:** Daytime services, such as skilled care and supervision, group activities, provision of meals, transportation, trips, and light exercise, provided to elderly adults and the physically challenged who require assistance with daily needs of living.

**ADULT DAY HEALTH:** A community-based and non-residential service that provides nursing care, supervision, and health related support services in a structured group setting to MassHealth members who have physical, cognitive, or behavioral health impairments. The adult day health (ADH) service has a general goal of meeting the activities of daily living (ADL), and/or skilled nursing therapeutic needs of MassHealth members delivered by a MassHealth agency-approved ADH provider that meets the conditions of 130 CMR 404.000.

**BLOCK:** A block is the smallest area that is surrounded by streets. Blocks are the space for buildings within the street pattern of a city or town, and form the basic unit of the town's pattern of development. Blocks may be subdivided into any number of smaller land lots usually in private ownership, though in some cases, it may be other forms of tenure. Blocks are usually built-up to varying degrees and thus form the physical containers or 'streetwalls' of public space. Most town centers are composed of a greater or lesser variety of sizes and shapes of block.

**FLOOR AREA RATIO:** The ratio of total gross building square footage to the surface area (in square feet) of the lot (see Figure 1 below).



*Figure 1- Floor Area Ratio Diagram*

**MICRO-BREWERY, MICRO-CIDERY, MICRO-DISTILLERY, MICRO-WINERY, MICRO-MEADERY:** A facility, licensed under the relevant state and federal statutes, for the production and packaging of malt, wine, or hard cider beverages for distribution retail or wholesale, on or off the premises, with a capacity of not more than 5,000 barrels per year. (One barrel contains 31 U.S. gallons). A tasting room is permitted as an accessory use. *[Added 11-6-2017 STM by Art. 2]*

# TOWN MEETING AND ELECTION RESULTS

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The Planning Board voted 5 - 0 to recommend this article.

## **ARTICLE 21: AMEND THE PROTECTIVE BYLAW §125-52, AYER ROAD VILLAGE SPECIAL PERMIT**

To see if the Town will vote to amend the Protective Bylaw Chapter 125 Section 52, Ayer Road Village Special Permit, by making the following revisions thereto, or to take any vote or votes in relation thereto: [Key to revisions; underlining = additions; ~~strikethrough~~ = deletions]

### **A. Purpose and objectives.**

(1) The purpose of this section is to provide an opportunity to present viable alternatives to conventional commercial sprawl-type development; specifically, to assist the Town in creating and maintaining a village identity for commercial properties on Ayer Road. A further purpose of this section is to discourage property owners from subdividing commercial lots into multiple parcels, which may result in multiple curb openings, uncoordinated access, circulation and signage, and less coherent design, and to encourage the merging of smaller parcels into well-planned sites. Additional objectives of this section include:

- (a) Promotion of mixed-use development.
- (b) Promotion of shared access in properties, with appropriate links to adjoining properties, lessening the need for curb openings on Ayer Road.
- (c) Promotion of development that emphasizes pedestrian accessible walkways, benches, pathways, bicycle racks, and pedestrian-scale lighting and signage.
- (d) Encouragement of building and site designs compatible with the local architecture, rather than generic designs.
- (e) Avoidance of ~~excessive~~ inefficient building massing and unbroken building facade treatments.
- (f) Subordination of parking, loading docks, on-site utilities, heating, ventilation and air conditioning equipment (HVAC), utility lines, and solid waste dumpsters to building form.

(2) In order to promote the creation of a village commercial identity for commercial properties located on Ayer Road, and to accomplish the goals and objectives set forth for this area in the Town's Master Plan adopted by the Planning Board (as may be amended, and as described in this section), the Planning Board may more flexibly apply dimensional regulations and site standards as set forth below.

**B. Applicability.** An applicant who is the owner (or with the permission of the owner) of land ~~(or with the permission of the owner) of land that is zoned Commercial C, with a minimum of 300 feet of frontage on Ayer Road, may apply for an Ayer Road Village Special Permit (ARV-SP). Selected mixed-use village development uses also require a special permit under this section and pursuant to § 125-13. The Planning Board is the special permit granting authority for special permits issued pursuant to this section and § 125-46.~~ may apply for an Ayer Road Village Special Permit (ARV-SP) based on the

# TOWN MEETING AND ELECTION RESULTS

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following criteria:

- (1) Land that is zoned Commercial C
- (2) A minimum of 300 feet of frontage on Ayer Road;
- (3) Mixed-use village development requires a Special Permit under this section and pursuant to § 125-13. The Planning Board is the special permit granting authority for special permits issued pursuant to this section and § 125-46.

C. **Submittal requirements.** An application for an ARV-SP, together with an application for site plan approval, shall be filed with the Town Clerk and submitted to the Planning Board in accordance with § 125-38 and any additional site plan rules and regulations adopted by the Planning Board. A registered landscape architect, architect, and professional engineer must participate in the preparation of such site plan.

D. **Review criteria and considerations.** In reviewing a proposed development pursuant to this section, the Planning Board may adopt design guidelines to assist it in the review of applications, and shall give due consideration to the following considerations and criteria:

- (1) 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.
- (2) Where appropriate, historical significance shall be considered with special consideration for preservation of historic buildings on the site or on adjacent or neighboring properties.
- (3) Development should be designed ~~for~~ to integrate pedestrian and bicycle ~~passage~~ access.
- (4) Building and site design should mitigate potential adverse impacts of a proposed development upon neighboring properties and the streetscape. Such mitigation efforts may include but not be limited to the following:
  - (a) Parking lots shall not dominate the front yards of properties and shall be broken into small increments with internal landscaping. Not more than 25% of parking spaces proposed to serve the development shall be located in front of a building or buildings where a preference is for parallel spaces along public or private streets.
  - (b) Landscaped, required open space and green areas, in addition to their aesthetic value, shall be designed to reduce the rate and volume of stormwater runoff compared to pre-development conditions. Massachusetts Department of Environmental Protection (DEP) Stormwater Best Management Practices and other measures to minimize such runoff and improve water quality shall be implemented.

# TOWN MEETING AND ELECTION RESULTS

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- (c) Solid waste shall be handled so as to avoid negative off-site impacts (noise, odor, and visual) on neighbors and neighboring properties. The use of trash compactors, fencing and screening, or the containment of all solid waste storage and handling within the building(s) of the development is encouraged.
- (d) Loading docks shall be located and designed to minimize negative off-site impacts (visual and operational) on neighbors and neighboring properties.
- (e) Proposed structures shall be designed and sited to minimize scale-related impacts on neighboring lots and any adjacent open space.
- (f) Changes in grade on the lot shall be designed to minimize the need for structural retaining walls close to neighboring properties and property lines.

(5) Consistent with the principles of smart growth and new urbanism and include the Commercial Design Guidelines adopted by the Planning Board.

## E. Sewage disposal.

- (1) Privately owned and maintained on-site sewage disposal or treatment systems may be approved to serve buildings and lots in an ARV-SP development, if maintained and operated by an owner, notwithstanding the provisions of § **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 § **125-32C(2)(b)**, provided that such setback complies with Title 5, 310 CMR
- (2) 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).
- (3) Notwithstanding the provisions of §§ 125-32(C)(1), 125-32(C)(2)(a), 125-32(D), and 125-20(D), an ARV-SP project may also connect to public wastewater systems provided:
  - (a) All appropriate and applicable permits; whether federal, state, or local; must be obtained related to sewer system connection, road or other public way openings, septic system abandonment, or any other action required as part of connecting to a public sewer system.
  - (b) Such permitting shall be provided to the Planning Board at the appropriate time in the project review and development process and no required surety may be returned until all required permitting has been completed.

# TOWN MEETING AND ELECTION RESULTS

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(c) Public wastewater systems may include any wastewater treatment system owned or operated by any local, state, or federal entity or agency.

(d) The connection shall be strictly limited to the project that is the subject of the Special Permit and no further extension of said system may occur without authorization by the Town of Harvard Select Board.

F. **Hearing and decision.** After notice and a public hearing in accordance with Massachusetts General Laws Chapter 40A, Sections 9, 11 and 15 and after following the procedure outlined in this Bylaw, the Planning Board may grant such a Special Permit with any appropriate conditions, safeguards, and limitations.

G. **Incentives for specific uses.**

(1) In reviewing and acting on applications for an ARV-SP and for mixed-use village development special permits pursuant to § **125-13**, and in order to provide for flexible zoning requirements in such developments, notwithstanding any provisions of this Bylaw to the contrary, the Planning Board may permit development standards and building criteria that meets smart growth and new urbanist principles such as:

(a) Permit alternative building siting without regard to a lot width circle.

(b) Permit more than one structure or main building on a lot.

(c) Apply alternative building and structure setback requirements, except where lot boundaries abut property in the AR District, where a minimum of a sixty-foot setback shall apply.

(d) Apply alternative site standards relative to parking, loading, and driveways, including the establishment of minimum and maximum parking ratios.

(e) Apply alternative site standards relative to lighting and signs, including the imposition of more restrictive requirements than those set forth in this Bylaw.

(2) Additionally, in reviewing and acting on applications for special permits issued pursuant to this section for a mixed-use village development, the Planning Board may authorize the following:

(a) Allow a floor area ratio (FAR) that exceeds that ~~Up to 10% more floor area than~~ allowed under § **125-30B** up to, but not greater than 0.3, except in the case of density bonuses which increase maximum FAR up to but not to exceed 0.4.

(b) Greater total building size than allowed under § **125-37**, Subsection **A**, provided that no building shall exceed 30,000 square feet of gross floor area.

# TOWN MEETING AND ELECTION RESULTS

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- (4) The variations enumerated in Subsection **G(1)** and **(2)** above may be authorized by the Planning Board upon it finding that the purposes and objectives and the review criteria of this section have been met by the subject ARV-SP development proposal, and that such development, when completed, will result in one or more of the following:
- (a) Preservation of an agricultural use, natural resources, including but not limited to woodlands, wetlands, streams and/or fields, or land with historic structures or other unique features.
  - (b) Connectivity between adjoining sites, or provisions for curb-cut reduction, shared access, and shared parking.
  - (c) Inclusion of multifamily use ~~with a set of affordable housing units~~ integrated within the development. Multifamily units should be developed to be in close proximity to non-residential uses so that they may be within walking distance, and may also be included as the upper floors of a building with commercial uses on the ground floor.
  - (d) Provision of a set-aside of housing units that shall be qualified for inclusion on the Commonwealth of Massachusetts' Subsidized Housing Inventory (SHI) May be eligible for density bonus of 0.1 shall be available if at least 20% of the units are designated for inclusion on the SHI.

## H. **Waiver of site plan requirements.**

- (1) In cases where a use is proposed to be located on a site subject to an existing ARV-SP, or within an existing building that has been approved as part of an ARV-SP, and no changes are proposed to the site plan, the Planning Board may waive the requirement for a new, additional site plan submission in conjunction with such a special permit application, and require the applicant to add an appropriate notation to the previously approved plan.
- (2) Applicants may request relief or waiver from the requirements of the underlying zoning district and this Section, including the provisions of **Sections 125-38 and 125-39**, provided that such request is consistent with the provisions of **Section 125-52 (D)** above.

- I. **Assisted living facility.** An assisted living facility may be permitted in an ARV-SP as a stand-alone use or as part of a mixed-used development. The lot on which an assisted living facility is located shall have a minimum land area of 1.5 acres and at least 3,500 square feet of land area for each assisted living unit, inclusive of the 1.5 acres minimum land area, within the Commercial District and shall comply with all dimensional requirements for lots set forth in § **125-29**. The maximum building size shall be 55,000 square feet of gross floor area. The following additional standards shall apply:

- (1) At least 50% of the development shall be open space, of which not more than half shall be wetland. The open space calculation may include land within required setbacks.

# TOWN MEETING AND ELECTION RESULTS

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- (2) Unless otherwise modified by the Planning Board per § **125-52G(1)(c)**, no building shall be located closer than 100 feet to an AR District boundary, and no parking area or accessory structure shall be located closer than 60 feet to an AR District boundary.
- (3) Permitted accessory structures include maintenance buildings, and other customary accessory structures for use of the residents and staff.

The proponent shall be required to pay for an independent fiscal impact analysis, to be contracted by the Planning Board, which shall demonstrate likely revenues generated by the development and the estimated costs of providing municipal services. The Select Board may negotiate and enter into an agreement with the developer or owner of an assisted living facility which provides for, among other things, for payments to the Town to offset the Town's costs of providing services to the development and/or for the provision of services to the development by service providers other than the Town at the developer's expense.

(Inserted by the Planning Board)

On a motion by Erin Mc Bee, 221 Littleton Road, Planning Board and seconded,  
I move that the Town amend the Protective Bylaw, §125-52, Ayer Road Village Special Permit, by making the revisions thereto as printed on Pages 7 through 12 of the Warrant with Finance Committee Recommendations for the October 28, 2019 Special Town Meeting.

Erin Mc Bee, 221 Littleton Road, Planning Board, moved to amend the language in Section G. **Incentives for specific uses (3)** (d) to read as follows, “Provision of a set-aside of housing units that shall be qualified for inclusion on the Commonwealth of Massachusetts’ Subsidized Housing Inventory (SHI) may be eligible for density bonus of 0.1 if at least 20% of the units are designated for inclusion on the SHI.”

A friendly amendment was proposed by Kara Minar, 204 Still River Road, Select Board, to delete Section H. **Waiver of site plan requirements. (2)** , “Applicants may request relief or waiver from the requirements of the underlying zoning district and this Section, including the provisions of Sections 125-38 and 125-39, provided that such request is consistent with the provisions of Section 125-52 (D) above.”

The Planning Board accepted the friendly amendment.

John Daly, 86 Bolton Road, offered a friendly amendment to amend Section D. **Review criteria and considerations. (4)** (a) as follows, “Parking lots shall not dominate the front yards of properties and shall be broken into small increments with internal landscaping. Not more than 25% of parking spaces proposed to serve the development shall be located in front of a building or buildings, (whereas the preference of the Town is for parallel spaces along public or private streets).”

The Planning Board accepted the friendly amendment.

A motion to move the question by Chris Green, 102 Oak Hill Road, was seconded and voted greater than 2/3rds yes.

# TOWN MEETING AND ELECTION RESULTS

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Voted greater than 2/3 no [DOES NOT PASS] that the Town amend the Protective Bylaw, §125-52, Ayer Road Village Special Permit, by making the revisions thereto as printed on Pages 7 through 12 of the Warrant with Finance Committee Recommendations for the October 28, 2019 Special Town Meeting.

The Planning Board voted 4 - 1 to recommend this article.

## **ARTICLE 22: AMEND THE PROTECTIVE BYLAW §125-12,13, and 14, SMALL-SCALE, MEDIUM-SCALE, AND LARGE-SCALE COMMERCIAL USES**

To see if the Town will vote to amend the Protective Bylaw Chapter 125 Sections 12 (Small-scale commercial use), 13 (Medium-scale commercial use), and 14 (Large-scale commercial use), by making the following revisions thereto, or to take any vote or votes in relation thereto:

[Key to revisions; underlining = additions; ~~striketrough~~ = deletions]

### **§ 125-12** Small-scale commercial uses.

Uses are subject to § **125-39**, Site standards.

- A. Legal, accounting, consulting, architectural, engineering, surveying, real estate, insurance, or similar professional office.
- B. Offices for agents for industrial, distributing, and wholesale companies.
- C. Travel agency or office.
- D. Secretarial services; telephone answering service.
- E. Photocopying service.
- F. Artisan and craft studio including photography ~~Photo~~ studio; artist's studio, craftsperson ~~man's~~ such as silversmith or woodworking, locksmith's or other artisan's studio.
- G. Florist, gift, stationery, or antiques shop.
- H. Repair and alteration of non-motorized or non-electronic small personal goods such as but not limited to shoes and leather wares, wearing apparel and accessories.
- I. Repair shop for musical instruments.

### **§ 125-13** Medium-scale commercial uses.

Uses are subject to § **125-39**, Site standards.

- A. Medical or dental office.
- B. Automated teller machine.

## TOWN MEETING AND ELECTION RESULTS

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- C. Personal or business service Barber or beauty shop including barber or beauty salon, shoe repair, tailoring, business or trade schools, photocopying, and locksmith.
- D. Repair of non-motorized household goods such as but not limited to home furnishings, including appliances, electronics, and upholstery.
- E. Sales, rental, and repair of non-motorized bicycles.
- F. An inn or bed-and-breakfast establishment.
- G. Dry cleaning and laundry pick-up station: An establishment where customers drop-off and pick up garments or articles that are sent to another location for cleaning or laundering. A dry cleaning and laundry pick-up station does not include on-site dry cleaning or laundry facilities. Collection agency for utilities; pickup for laundry or dry cleaning.
- H. Nursery school, kindergarten, or day-care center for preschool children.
- I. Sales and service for outboard motors, lawn mowers, snow-throwers, garden tractors, snowmobiles, and similar small engine equipment for off-street use only and not including rental for driveway operation.
- J. Store, showroom, salesroom for the conduct of retail business, including a grocery, hardware, clothing, drug, or general store, not including auto sales, which uses shall not exceed 15,000 square feet of gross floor area of building space.
- K. Sales and distribution of medical supplies and equipment, but not storage of toxic or virulent substances.
- L. Catering service, delicatessen or other food market or a permitted eating establishment.
- M. Research and Development Services. Establishments primarily engaged in industrial or scientific research, including limited product testing. This classification includes electronic research firms or pharmaceutical research laboratories, but excludes manufacturing, except of prototypes, or medical testing and analysis and no storage of toxic or virulent substances. Laboratory for engineering, research, experimental, or testing activities.
- N. Accessory farm stand for sales of natural produce.
- O. Banking or equivalent financial institution, with or without automated teller facility.
- P. Restaurant or other food service establishment whose principal business is the sale of prepared foods or beverages that are either consumed on the premises or carried out by retail customers from the premises and Eating establishment not furnishing mechanical or live entertainment.

# TOWN MEETING AND ELECTION RESULTS

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- Q. Broadcast station, newspaper, publishing, printing.
- R. Commercial entertainment and outdoor recreation, limited (outdoor and daylight hours only); golf, swimming, tennis, equestrian or polo, playground, tennis, fishing, boating, skating, swimming, fitness, or similar sports, but not motorized sports or a golf driving range.
- S. Shops and sales of supplies for plumbing, electrical, carpentry, cabinetmaking, plastering, masonry, glass, and similar work.
- T. Landscaping services involving equipment parking.
- U. Kennel and/or veterinary services.
- V. Mortuary.
- W. Nursing home; extended or intermediate-care facility licensed or approved to provide full-time convalescent or chronic care.
- X. Mobile storage, transfer, and distribution of fuel and petroleum products, not to exceed 5,000 gallons.
- Y. Warehousing and storage of common household goods, personal property, office equipment supplies and records, inventory and equipment owned by a municipality or any type of business allowed under § **125-12**, Small-scale commercial uses, and this § **125-13**, Medium-scale commercial uses. Stored/warehoused motorized vehicles and equipment shall contain no more than 3/4 of a tank of petroleum-based fuel per vehicle or piece of equipment, and while stored/warehoused shall remain disconnected from all electrical sources, including batteries. All propane tanks/cylinders not physically mounted on, or in, a stored/warehoused vehicle/piece of equipment shall be stored in one securely caged location per building. However, the following uses are specifically prohibited: warehousing or storage of toxic or virulent materials, hazardous or medical wastes, and self-storage facilities.
- Z. Mixed-use village development (MUVD).
  - (1) Multifamily residential use, where such use is integrated with a commercial use constituting 30% or more of the proposed development or total gross floor area.
  - (2) Grocery store greater than 15,000 square feet of gross floor area, subject to the issuance of an Ayer Road Village Special Permit, § **125-52**.
  - (3) Eating establishments with live musical entertainment.
  - (4) Small screen arts theatre with not more than one screen.

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AA. Assisted living facilities.

AB. Micro-brewery, micro-cidery, micro-distillery, micro-winery, micro-meaderly:

- (1) Retail sales of beverages produced on the premises are permitted along with retail sales of products associated with the brand, such as glassware, clothing and other marketing or promotional articles. Retail sales area may occupy no more than 25% of the floor area devoted to beverage processing and storage.
- (2) Tasting rooms may only serve alcoholic beverages produced by the facility.
- (3) A taproom, where beverages produced on the premises are sold and consumed on the premises, requires a special permit from the Planning Board.
- (4) Special events and activities, such as factory tours, weddings, and marketing events, are permitted, subject to obtaining special event permits that other departments may require.
- (5) This section is not intended to restrict the ability to conduct any use incidental to agriculture allowed by M.G.L. c. 40A, § 3, and the definition of agriculture in M.G.L. c. 128, § 1A.

AC. Adult or family day health or day care.

**§ 125-14** Large-scale commercial uses.

Uses are subject to **§ 125-39**, Site standards.

- A. Commercial greenhouse and nursery.
- B. Light manufacturing in which no more than 12 persons are engaged at any one time in forming, assembly, processing, and similar actual manufacturing operations, and in which all raw materials and finished products are stored inside the structure.
- C. Machine, welding, brazing, or similar shop.
- D. Commercial entertainment and recreation: indoor with sound isolation from other premises; bowling alley, skating rink, theater, swimming pool, racquet sports, fitness center.
- E. Farm machinery sales and service.
- F. Auto repair garage or body shop; sales of auto accessories with installation on the premises. For purposes of this subsection "auto" includes cars, trucks up to 7,500 pounds gross vehicle weight, buses, motorcycles, and other vehicles for on-street use.
- 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

# TOWN MEETING AND ELECTION RESULTS

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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, day-care center, or any facility in which children commonly congregate. The five-hundred-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 marijuana establishment;
- (3) The total square footage of a marijuana establishment shall not exceed 6,000 square feet, of which not more than 1,500 square feet shall be retail floor sales 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 a.m. and 8:00 p.m. 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 Select Board;
- (7) No building or parking area of a marijuana establishment shall be located within 200 feet 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 Select Board 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.

## H. Adult entertainment uses:

- (1) Purpose. This bylaw is enacted pursuant to the Town's authority under the Home Rule Amendment to the Massachusetts Constitution to serve the compelling Town interest of preventing the clustering and concentration of adult entertainment enterprises as defined herein because of their deleterious effect on adjacent areas and in response to studies demonstrating their effect in generating crime and blight.

# TOWN MEETING AND ELECTION RESULTS

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- (2) Special permit criteria. In the C District, the Planning Board shall grant a special permit for an adult bookstore, adult video store, adult paraphernalia store, adult motion picture theatre, or establishment which displays live nudity for its patrons unless the Board finds that:
  - (a) The adult use would adversely affect the public health, safety or welfare.
  - (b) The adult use would have severe traffic safety or congestion impacts that cannot be remedied without severe disruption to the neighborhood.
  - (c) Sound produced by music, loudspeakers, or patrons would be discernible by the public beyond the walls of the premises.
  - (d) Sign content identifies only the name of the establishment and contains no advertisement for activities within.
- (3) Standards. The adult use shall conform to the site plan standards in § **125-38** and the following requirements:
  - (a) No such use may be located within 500 feet of a property in residential use, 200 feet of the Commercial District boundary, 400 feet of Ayer Road, or 500 feet of a school, church, child care facility, park, playground or another adult entertainment use.
  - (b) No special permit shall be issued to any person convicted of violating the provisions of M.G.L. Ch. **119**, § 63, or M.G.L. Ch. 272, § 28.
  - (c) No store which rents and/or sells videos shall have any adult videos openly displayed in the same public viewing area as non-adult videos. Said adult videos shall be displayed in a separate room from the non-adult videos, which is to be constructed to prevent the view of adult video stock by the general public unless they enter the room itself. Said enclosure shall have only one entrance and be located to ensure proper monitoring.
  - (d) No pictures, publications, videotapes, movies, covers, or other implements, items, or advertising that fall within the definition of adult entertainment enterprise merchandise or are erotic, prurient, or related to violence, sadism, or sexual exploitation shall be displayed in the windows of, or on the building of, any adult entertainment enterprise, or be visible to the public from pedestrian sidewalks or walkways or from other areas, public or semi-public, outside such establishments.
- I. Media Production. Establishments engaged in the production of movies, video, music and similar forms of intellectual property. Typical facilities include movie and recording studios and production facilities, distribution facilities, editing facilities, catering facilities, printing facilities, post-production facilities, set construction facilities, sound studios, special effects facilities and other entertainment-related production operations. This classification does not include facilities for live

# TOWN MEETING AND ELECTION RESULTS

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audiences or transmission and receiving equipment for radio or television broadcasting (See Communication Facilities [R.] above).

- a. Support Facilities. Administrative and technical production support facilities such as offices, editing and sound recording studios, film laboratories, and similar functions that occur entirely within a building.
- b. Full-Service Facilities. Indoor and outdoor production facilities, distribution facilities, post-production facilities, set construction facilities, sound stages, special effects facilities, and other media-related production operations.

(Inserted by Planning Board)

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

I move that the Town amend the Protective Bylaw, Chapter 125, Sections 12 (Small-scale commercial use), 13 (Medium-scale commercial use), and 14 (Large-scale commercial use), by making the revisions thereto as printed on Pages 12 through 17 of the Warrant with Finance Committee Recommendations for the October 28, 2019 Special Town Meeting.

A friendly amendment was offered by Kara Minar, 204 Still River Road, Select Board to amend the wording of **§ 125-13 Medium-scale commercial uses., P.** by deleting the words “or live” after “...mechanical...”

The Planning Board accepted the friendly amendment.

Bruce Nickerson, 212 Stow Road, proposed a friendly amendment to **§ 125-13 Medium-scale commercial uses., P.** to delete the wording, “and ~~Eating establishment~~ not furnishing mechanical entertainment.” after the words, “...carried out by retail customers from the premises...”

The Planning Board accepted the friendly amendment.

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 2/3 yes to amend the Protective Bylaw Chapter 125 Sections 12 (Small-scale commercial use), 13 (Medium-scale commercial use), and 14 (Large-scale commercial use), by making the following revisions thereto.

Amended version as follows:

**§ 125-12** Small-scale commercial uses.

Uses are subject to **§ 125-39**, Site standards.

- A. Legal, accounting, consulting, architectural, engineering, surveying, real estate, insurance, or similar professional office.

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- B. Offices for agents for industrial, distributing, and wholesale companies.
- C. Travel agency or office.
- D. Secretarial services; telephone answering service.
- E. Photocopying service.
- F. Artisan and craft studio including photography studio; artist studio, craftsperson such as silversmith or woodworking, or other artisan's studio.
- G. Florist, gift, stationery, or antiques shop.
- H. Repair and alteration of non-motorized or non-electronic small personal goods such as but not limited to shoes and leather wares, wearing apparel and accessories.
- I. Repair shop for musical instruments.

## **§ 125-13** Medium-scale commercial uses.

Uses are subject to § **125-39**, Site standards.

- A. Medical or dental office.
- B. Automated teller machine.
- C. Personal or business service including barber or beauty salon, shoe repair, tailoring, business or trade schools, photocopying, and locksmith.
- D. Repair of non-motorized household goods such as but not limited to home furnishings, appliances, electronics, and upholstery.
- E. Sales, rental, and repair of non-motorized bicycles.
- F. An inn or bed-and-breakfast establishment.
- G. Dry cleaning and laundry pick-up station: An establishment where customers drop-off and pick up garments or articles that are sent to another location for cleaning or laundering. A dry cleaning and laundry pick-up station does not include on-site dry cleaning or laundry facilities.
- H. Nursery school, kindergarten, or day-care center for preschool children.
- I. Sales and service for outboard motors, lawn mowers, snow-throwers, garden tractors, snowmobiles, and similar small engine equipment for off-street use only and not including rental for driveway operation.

## TOWN MEETING AND ELECTION RESULTS

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- J. Store, showroom, salesroom for the conduct of retail business, including a grocery, hardware, clothing, drug, or general store, not including auto sales, which uses shall not exceed 15,000 square feet of gross floor area of building space.
- K. Sales and distribution of medical supplies and equipment, but not storage of toxic or virulent substances.
- L. Catering service, delicatessen or other food market or a permitted eating establishment.
- M. Research and Development Services. Establishments primarily engaged in industrial or scientific research, including limited product testing. This classification includes electronic research firms or pharmaceutical research laboratories, but excludes manufacturing, except of prototypes, or medical testing and analysis and no storage of toxic or virulent substances.
- N. Accessory farm stand for sales of natural produce.
- O. Banking or equivalent financial institution, with or without automated teller facility.
- P. Restaurant or other food service establishment whose principal business is the sale of prepared foods or beverages that are either consumed on the premises or carried out by retail customers from the premises.
- Q. Broadcast station, newspaper, publishing, printing.
- R. Commercial entertainment and outdoor recreation, limited (outdoor and daylight hours only); golf, swimming, tennis, equestrian or polo, playground, tennis, fishing, boating, skating, swimming, fitness, or similar sports, but not motorized sports or a golf driving range.
- S. Shops and sales of supplies for plumbing, electrical, carpentry, cabinetmaking, plastering, masonry, glass, and similar work.
- T. Landscaping services involving equipment parking.
- U. Kennel and/or veterinary services.
- V. Mortuary.
- W. Nursing home; extended or intermediate-care facility licensed or approved to provide full-time convalescent or chronic care.
- X. Mobile storage, transfer, and distribution of fuel and petroleum products, not to exceed 5,000 gallons.

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- Y. Warehousing and storage of common household goods, personal property, office equipment supplies and records, inventory and equipment owned by a municipality or any type of business allowed under § **125-12**, Small-scale commercial uses, and this § **125-13**, Medium-scale commercial uses. Stored/warehoused motorized vehicles and equipment shall contain no more than 3/4 of a tank of petroleum-based fuel per vehicle or piece of equipment, and while stored/warehoused shall remain disconnected from all electrical sources, including batteries. All propane tanks/cylinders not physically mounted on, or in, a stored/warehoused vehicle/piece of equipment shall be stored in one securely caged location per building. However, the following uses are specifically prohibited: warehousing or storage of toxic or virulent materials, hazardous or medical wastes, and self-storage facilities.
- Z. Mixed-use village development (MUVD).
- (1) Multifamily residential use, where such use is integrated with a commercial use constituting 30% or more of the proposed development or total gross floor area.
  - (2) Grocery store greater than 15,000 square feet of gross floor area, subject to the issuance of an Ayer Road Village Special Permit, § **125-52**.
  - (3) Eating establishments with live musical entertainment.
  - (4) Small screen arts theatre with not more than one screen.
- AA. Assisted living facilities.
- AB. Micro-brewery, micro-cidery, micro-distillery, micro-winery, micro-meaderies:
- (1) Retail sales of beverages produced on the premises are permitted along with retail sales of products associated with the brand, such as glassware, clothing and other marketing or promotional articles. Retail sales area may occupy no more than 25% of the floor area devoted to beverage processing and storage.
  - (2) Tasting rooms may only serve alcoholic beverages produced by the facility.
  - (3) A taproom, where beverages produced on the premises are sold and consumed on the premises, requires a special permit from the Planning Board.
  - (4) Special events and activities, such as factory tours, weddings, and marketing events, are permitted, subject to obtaining special event permits that other departments may require.
  - (5) This section is not intended to restrict the ability to conduct any use incidental to agriculture allowed by M.G.L. c. 40A, § 3, and the definition of agriculture in M.G.L. c. 128, § 1A.
- AC. Adult or family day health or day care.

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## § 125-14 Large-scale commercial uses.

Uses are subject to § 125-39, Site standards.

- A. Commercial greenhouse and nursery.
- B. Light manufacturing in which no more than 12 persons are engaged at any one time in forming, assembly, processing, and similar actual manufacturing operations, and in which all raw materials and finished products are stored inside the structure.
- C. Machine, welding, brazing, or similar shop.
- D. Commercial entertainment and recreation: indoor with sound isolation from other premises; bowling alley, skating rink, theater, swimming pool, racquet sports, fitness center.
- E. Farm machinery sales and service.
- F. Auto repair garage or body shop; sales of auto accessories with installation on the premises. For purposes of this subsection "auto" includes cars, trucks up to 7,500 pounds gross vehicle weight, buses, motorcycles, and other vehicles for on-street use.
- 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, day-care center, or any facility in which children commonly congregate.
  - (2) The five-hundred-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;
  - (3) The Planning Board shall not approve a special permit for more than one marijuana establishment;
  - (4) The total square footage of a marijuana establishment shall not exceed 6,000 square feet, of which not more than 1,500 square feet shall be retail floor sales space; all activity shall be contained within a permanent building;
  - (5) 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;
  - (6) Hours of operation shall be between 10:00 a.m. and 8:00 p.m. seven days per week;

## TOWN MEETING AND ELECTION RESULTS

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- (7) 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 Select Board;
- (8) No building or parking area of a marijuana establishment shall be located within 200 feet of an Agricultural Residential District;
- (9) Signs advertising brands of marijuana products shall not be visible from a public way and shall comply with § **125-41**, Signs;
- (10) The applicant shall negotiate a host community agreement and impact fee with the Select Board prior to opening; and as part of the site plan review, applicant must get approval of the security plan from the Chief of Police;
- (11) A special permit is granted exclusively to the applicant and may not be transferred.

### H. Adult entertainment uses:

- (1) Purpose. This bylaw is enacted pursuant to the Town's authority under the Home Rule Amendment to the Massachusetts Constitution to serve the compelling Town interest of preventing the clustering and concentration of adult entertainment enterprises as defined herein because of their deleterious effect on adjacent areas and in response to studies demonstrating their effect in generating crime and blight.
- (2) Special permit criteria. In the C District, the Planning Board shall grant a special permit for an adult bookstore, adult video store, adult paraphernalia store, adult motion picture theatre, or establishment which displays live nudity for its patrons unless the Board finds that:
  - (a) The adult use would adversely affect the public health, safety or welfare.
  - (b) The adult use would have severe traffic safety or congestion impacts that cannot be remedied without severe disruption to the neighborhood.
  - (c) Sound produced by music, loudspeakers, or patrons would be discernible by the public beyond the walls of the premises.
  - (d) Sign content identifies only the name of the establishment and contains no advertisement for activities within.
- (3) Standards. The adult use shall conform to the site plan standards in § **125-38** and the following requirements:

# TOWN MEETING AND ELECTION RESULTS

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- (a) No such use may be located within 500 feet of a property in residential use, 200 feet of the Commercial District boundary, 400 feet of Ayer Road, or 500 feet of a school, church, child care facility, park, playground or another adult entertainment use.
  - (b) No special permit shall be issued to any person convicted of violating the provisions of M.G.L. Ch. 119, § 63, or M.G.L. Ch. 272, § 28.
  - (c) No store which rents and/or sells videos shall have any adult videos openly displayed in the same public viewing area as non-adult videos. Said adult videos shall be displayed in a separate room from the non-adult videos, which is to be constructed to prevent the view of adult video stock by the general public unless they enter the room itself. Said enclosure shall have only one entrance and be located to ensure proper monitoring.
  - (d) No pictures, publications, videotapes, movies, covers, or other implements, items, or advertising that fall within the definition of adult entertainment enterprise merchandise or are erotic, prurient, or related to violence, sadism, or sexual exploitation shall be displayed in the windows of, or on the building of, any adult entertainment enterprise, or be visible to the public from pedestrian sidewalks or walkways or from other areas, public or semi-public, outside such establishments.
- I. Media Production. Establishments engaged in the production of movies, video, music and similar forms of intellectual property. Typical facilities include movie and recording studios and production facilities, distribution facilities, editing facilities, catering facilities, printing facilities, post-production facilities, set construction facilities, sound studios, special effects facilities and other entertainment-related production operations. This classification does not include facilities for live audiences or transmission and receiving equipment for radio or television broadcasting (See Communication Facilities [R.] above).
- a. Support Facilities. Administrative and technical production support facilities such as offices, editing and sound recording studios, film laboratories, and similar functions that occur entirely within a building.
  - b. Full-Service Facilities. Indoor and outdoor production facilities, distribution facilities, post-production facilities, set construction facilities, sound stages, special effects facilities, and other media-related production operations.

The Planning Board voted 5 - 0 to recommend this article.

The meeting was dissolved at 10:06 P.M.

Checkers for the meeting were Nancy Cronin, Steven Cronin, Peggy Chernoff, and Anton Chernoff. They checked in 390 voters out of a total of 4,361 registered voters (4,092 active voters).

Respectfully submitted,  
Marlene Kenney, Town Clerk

# TOWN RECORDS

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## OFFICE OF THE TOWN CLERK

After an eventful 2018, 2019 was a year to catch our breath in the Town Clerk's office. There was only one election – the Annual Town Election – on May 7, 2019. The Town Charter whittled down the elected boards in town from twelve to just five in 2019, streamlining the ballot.



*School Committee candidate Sharlene Cronin signs her nomination papers at the Town Caucus.*



*Town Clerk Marlene Kenney at the Annual Town Meeting.*

The Town held an Annual Town Meeting on Saturday, May 4, 2019 and a Special Town Meeting on October 28, 2019. Surprisingly, the attendance of 390 voters at the October Special Town Meeting was higher by 78 voters compared to the May Annual Town Meeting, with 312 voters in attendance.

The voters at the May 4 Annual Town Meeting generously approved funding for an additional voting tabulator which will be extremely useful during the busy 2020 Presidential Election year. We hope to process hundreds of expected Early Voting ballots at the polls on Election Day without the constraint of using just one precinct voting tabulator. However, long lines can still be expected along with record turnout.

In 2019 the Town Clerk, with monthly Home Sales records from the Assessor's office, began mailing a New Resident packet to new home owners in Harvard. This has helped to keep our Town Census current and assist new residents with voter registration and dog registration, as well.

## CONTINUING EDUCATION

Continuing education is a cornerstone of maintaining a working knowledge of the varied duties expected of the staff of the Town Clerk's office. The Town Clerk has attended conferences and classes in 2019 offered by the Massachusetts Town Clerks' Association, the City and Town Clerk's Association of Worcester County and the New England Institute of Municipal Clerks, preparing for Certification as a Certified Massachusetts Municipal Clerk. Assistant Town Clerk, Catherine Bowen, has also attended several Massachusetts Town Clerks' Association Mentoring Workshops throughout Eastern Massachusetts. Catherine Bowen, has also attended several Massachusetts Town Clerks' Association Mentoring Workshops throughout Eastern Massachusetts.

# TOWN RECORDS

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## BOARD OF REGISTRARS

The Harvard Board of Registrars, said goodbye to two of our existing Registrars, Marilyn Morgan and Nancy Reifenstein. We wish to thank them for their service to the town and wish them well in the next chapter of their busy lives.

Registrars Marlene Kenney and Barbara Weiss were very happy to welcome Rosemary Theriault and Jackie Normand as our new members of the Board of Registrars. We look forward to working with them in the years to come.

Two hundred and twenty-three new voter registrations were processed during 2019.

On December 31, 2019 there were 162 Inactive voters on the voters' list. Inactive voters are those who have not responded to the 2019 annual Town Census and Street Listing. The total number of Active voters in Harvard was as follows:

Democrat	1,122
Republican	460
Libertarian	16
Political Designations	42
Unenrolled	<u>2,584</u>
TOTAL Active registered voters:	4,224

## CENSUS

The Harvard population on December 31, 2019 was 5,964. This number includes 325 Devens residents.

## VITAL RECORDS IN 2019

Births: 31  
Marriages: 17  
Deaths: 23

**DOG LICENSES ISSUED IN 2019: 995**

## REVENUES RECEIVED IN 2019:

The following is a list of monies received by the Town Clerk for certain licenses and fees and the sale of Certified copies of public documents during 2019:

Birth, marriage & death certificates	\$3,321.00
Marriage Intentions	435.00
Dog licenses	14,481.00
Zoning Bylaws	12.00
Business (DBA) 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 \$21,426.38**

The Office of the Town Clerk wishes to thank our election officials, volunteers, board members and staff for their invaluable assistance in 2019. Special thanks, as always, to Assistant Town Clerk, Catherine Bowen. It's been a pleasure to serve the residents of Harvard in 2019 and we look forward to a very busy 2020.

Respectfully submitted,

Marlene Kenney,  
Town Clerk



# INSPECTIONAL SERVICES

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## BUILDING INSPECTIONS

2019 saw a major increase in construction activity with 315 building permits being issued. This was up from 214 permits issued in 2018, and the greatest number of building permits ever issued in any year. There were 6 permits issued for new homes and 7 permits issued for townhouse homes at Trail Ridge. The permit was issued for the new elementary school. Site work began last spring and is moving forward.

Zoning issues were minimal this past year and investigated as needed. One enforcement was appealed to Land Court, where the Court upheld the Enforcement Order.

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:** 78 in 2019 from 91 in 2018  
**Plumbing:** 100 in 2019 from 102 in 2018

Respectfully submitted:  
James Bakun  
Gas/Plumbing Inspector  
The Inspector can be reached weekday mornings from 7-8am at 508-831-8372.

## ELECTRICAL INSPECTIONS

New houses/townhouses	13	Security System	1
Addition/Remodel	72	Commercial	24
Pools	3	Repairs/Miscellaneous	86
Solar	19		

**Total Electrical Permits for 2019:** **218**

Respectfully submitted,  
David Woodsum, Wiring Inspector  
The Inspector can be reached weekdays by calling 978-456-6935.

# DEPARTMENT OF FINANCE

<b>TOWN OF HARVARD</b>			
<b>FY19 GENERAL FUND REVENUE</b>	<b>FY19</b>	<b>FY19</b>	
	<b>Estimated</b>	<b>Actual</b>	<b>Diff</b>
<b>PROPERTY TAXES</b>			
Real Estate Taxes	21,084,669.44	21,053,560.74	(31,108.70)
Tax Liens (Titles)		65,433.72	
Personal Property Tax	259,168.16	262,247.96	3,079.80
<b>TOTAL - PROPERTY TAXES</b>	<b>21,343,837.60</b>	<b>21,381,242.42</b>	<b>37,404.82</b>
<b>LOCAL RECEIPTS</b>			
Motor Vehicle Excise	900,000.00	967,501.87	67,501.87
Local Option Meals Tax	20,000.00	26,684.58	6,684.58
Penalties & Interest on Taxes	120,000.00	64,406.71	(55,593.29)
Payments In Lieu of Taxes	10,000.00	25,363.75	15,363.75
Charges for Services - Water	44,000.00	52,320.28	8,320.28
Charges for Services - Transfer Station	215,000.00	203,370.18	(11,629.82)
Fees	-	51,313.60	
Rentals	-	420.00	420.00
Departmental Revenue - Library	7,200.00	8,342.96	1,142.96
Departmental Revenue - Cemetery	15,000.00	16,145.00	1,145.00
Other Department Revenue	70,000.00	74,053.76	4,053.76
Licenses & Permits	111,000.00	162,627.78	51,627.78
Fines & Forfeits	40,000.00	51,080.02	11,080.02
Investment Income	30,000.00	102,366.12	72,366.12
Miscellaneous Recurring	108,049.00	9,492.00	(98,557.00)
Miscellaneous Non-Recurring	3,500.00	28,061.52	24,561.52
<b>TOTAL - LOCAL RECEIPTS</b>	<b>1,693,749.00</b>	<b>1,843,550.13</b>	<b>149,801.13</b>
<b>STATE AID</b>			
School Aid Chapter 70	1,954,741.00	1,954,741.00	-
Charter School	20,633.00	15,911.00	(4,722.00)
Unrestricted General Gov't Aid	1,531,224.00	1,531,224.00	-
Veterans Benefits	12,723.00	23,536.00	10,813.00
Exempt - Vet, Blind, Surv Spouse, Elder	5,338.00	12,101.00	6,763.00
State Owned Land	4,062.00	4,062.00	-
<b>TOTAL - STATE AID</b>	<b>3,528,721.00</b>	<b>3,541,575.00</b>	<b>12,854.00</b>
<b>TRANSFERS</b>			
TRANSFER IN-STABILIZATION TRUST	14,407.00	14,407.00	-
TRANSFERS IN-FROM DEVENS FUND	895,056.00	895,056.00	-
TRANSFERS IN-TO SCHOOL BUDGET	1,039,544.00	1,039,544.00	-
TRANSFER IN-LIBRARY TRUST	5,000.00	5,000.00	-
TRANSFER IN-CABLE RCPT RESERVE	71,461.62	71,461.62	-
TRANSFER IN-WETLAND PROTECTION	12,467.00	12,467.00	-
TRANSFER IN-CAPITAL STABILIZATION	1,175,116.00	1,175,116.00	-
TRANSFER IN-CPA DEBT SERVICE	51,000.00	51,000.00	-
TRANSFER IN- TITLE V DEBT SERV	11,529.00	11,529.00	-
TRANSFER IN-SEWER ENTERPRISE	91,657.00	91,657.00	-
TRANSFER IN-CLOSE TO GEN FUND	138,769.57	138,769.57	-
<b>TOTAL - TRANSFERS IN</b>	<b>3,506,007.19</b>	<b>3,506,007.19</b>	<b>-</b>
<b>TOTAL FY19 GENERAL FUND REVENUE</b>	<b>30,072,314.79</b>	<b>30,272,374.74</b>	<b>200,059.95</b>
			200,059.95

# DEPARTMENT OF FINANCE

<b>TOWN OF HARVARD</b>				
<b>FY19 GENERAL FUND EXPENDITURES</b>				
	<b>FY19</b>			
	<b>ORIGINAL</b>	<b>FY19</b>		<b>FY19</b>
	<b>BUDGET</b>	<b>BUDGET</b>	<b>FY19</b>	<b>BUDGET</b>
<b>FY19 GENERAL FUND - EXPENDITURES</b>	<b>APPROP</b>	<b>ADJUST</b>	<b>EXPENDED</b>	<b>UNEXPENDED</b>
General Government	1,891,672.52	313,388.63	(1,693,919.71)	<b>511,141.44</b>
Public Safety	2,059,609.00	126,299.29	(1,824,970.76)	<b>360,937.53</b>
Education - Harvard Public Schools	13,593,529.00	3,031,864.85	(15,453,693.87)	<b>1,171,699.98</b>
Education - Monty Tech	76,572.00		(75,876.92)	<b>695.08</b>
Public Works	1,559,294.66	350,093.04	(1,673,637.14)	<b>235,750.56</b>
Human Services	286,381.00	916.00	(234,594.98)	<b>52,702.02</b>
Culture & Recreation	733,087.00	4,132.93	(730,378.73)	<b>6,841.20</b>
Debt Service	1,279,212.00	306,043.51	(1,379,038.25)	<b>206,217.26</b>
State Assessment Charges		320,421.00	(329,836.00)	<b>(9,415.00)</b>
Employee Benefits & Insurance	5,020,593.00	204,774.21	(4,713,266.18)	<b>512,101.03</b>
Transfers Out		1,194,631.37	(1,194,631.37)	<b>-</b>
Reserve Fund	350,000.00	(194,445.20)		<b>155,554.80</b>
<b>FY19 GENERAL FUND TOTALS</b>	<b>26,849,950.18</b>	<b>5,658,119.63</b>	<b>(29,303,843.91)</b>	<b>3,204,225.90</b>
Article Balances Carried Forward				(1,150,458.79)
FY19 Encumbered Funds				(1,046,512.85)
<b>FY19 GENERAL FUND UNEXPENDED</b>				<b>1,007,254.26</b>

<b>TOWN OF HARVARD</b>						
<b>Statement of Revenues, Expenditures and Changes in Fund Balance</b>						
<b>FEDERAL GRANTS - YEAR ENDED JUNE 30, 2019</b>						
		<b>7/1/2018</b>		<b>JUNE</b>	<b>JUNE</b>	<b>6/30/2019</b>
<b>ACCT#</b>	<b>ACCOUNT NAME</b>	<b>BALANCE</b>	<b>CORR</b>	<b>EXPENSES</b>	<b>REVENUE</b>	<b>BALANCE</b>
	<b>SCHOOL FEDERAL GRANTS 240</b>					
24004	FY18 SPED 240 IDEA (Forward)	934.54	62.56	-		997.10
24004119	FY19 SPED IDEA 240	-		(250,174.00)	214,142.00	(36,032.00)
24006119	FY19 Early Childhood 262	-		(4,635.00)	4,635.00	-
2400618	FY18 Early Childhood 262	-		(4,370.00)	4,370.00	-
24015	FY17 Educ Qual Title II 140	(130.00)			130.00	-
24015	FY18 Educ Qual Title II 140	(31,720.13)	40.00	(40.00)	32,161.00	440.87
2401519	FY19 Educ Qual Title II 140	-		(19,830.00)	19,830.00	-
24101718	FY17 Title I 305	(17,711.00)			17,711.00	-
24101718	FY18 Title I 305	26,711.00		(55,383.33)	23,854.00	(4,818.33)
24101819	FY19 Title I 305			(128,638.97)	112,000.00	(16,638.97)
24019	FY18 Pre School IDEA 762	0.48				0.48
24309	FY19 Title IV SS&AE 309			(9,774.66)	11,978.00	2,203.34
24309178	FY18 Title IV Part A 309	(4,445.33)		464.33	3,981.00	-
	<b>TOTAL SCHOOL FEDERAL GRANTS 240</b>	<b>(26,360.44)</b>	<b>102.56</b>	<b>(472,381.63)</b>	<b>444,792.00</b>	<b>(53,847.51)</b>
	<i>Adjustments</i>		(26,257.88)		(17,226.00)	(53,847.51)
					<b>427,566.00</b>	
	<b>TOWN FEDERAL GRANTS 280</b>					
28004	Rural Fire Assistance	37.28		(37.28)		-
28006	FY19 Assist to FF Grant (AFG)	-		(23,334.00)		(23,334.00)
28007	FY19 Police OT Enforcement	-		(1,199.86)	1,199.86	-
	<b>TOTAL TOWN FEDERAL GRANTS 280</b>	<b>37.28</b>	<b>-</b>	<b>(24,571.14)</b>	<b>1,199.86</b>	<b>(23,334.00)</b>
	<b>GRAND TOTAL FEDERAL GRANTS</b>	<b>(26,323.16)</b>	<b>102.56</b>	<b>(496,952.77)</b>	<b>445,991.86</b>	<b>(77,181.51)</b>
						(77,181.51)

# DEPARTMENT OF FINANCE

<b>TOWN OF HARVARD</b>						
<b>Statement of Revenues, Expenditures and Changes in Fund Balance</b>						
<b>STATE GRANTS - YEAR ENDED JUNE 30, 2019</b>						
ACCT#	ACCOUNT NAME	7/1/2018 BALANCE	FY19 CORR	JUNE EXPENSES	JUNE REVENUE	6/30/2019 BALANCE
27002	Extended Polling Hours	358.76	0.95	(689.57)	600.00	270.14
27005	State Aid to Library	10,442.54		(2,687.36)	8,273.75	16,028.93
27007	Cultural Council State Grant	3,610.18		(4,700.00)	4,719.99	3,630.17
27008	Historical Commission	5,000.00	(5,000.00)		-	-
27009	COA Formula Grant	1,421.65		(13,368.00)	11,946.35	-
27010	Fire - 2019 Senior SAFE Grant	1,350.65		(1,141.40)	2,400.00	2,609.25
27011	Fire - 2019 SAFE Student Aware Grant	872.76		(4,626.76)	3,754.00	-
27012	Recycling (error acct)	23,247.90	(23,247.90)			-
27016	Police - Bullet Proof Vests	828.36				828.36
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	52,076.22				52,076.22
27024	EMPG Local Preparedness (Fire)	2,527.03		(2,502.50)		24.53
27025	Pedestrian Bike Path	3,513.75				3,513.75
27026	Reg 2 Emergency Preparedness (Worc)	40.39				40.39
27028	2017 Green Communities	7,751.99		(4.50)		7,747.49
27029	FY19 MCC Old Library Entrance	-		(192,000.00)	151,423.65	(40,576.35)
27043019	MA DEP Sus Material - RDP Grant			(4,550.00)	4,550.00	-
27044	MA DEP - Drop Off Grant (Compactor)	-		(7,500.00)	7,500.00	-
27123	PB - MVP - Mun Vulnerability Preparedness	-		(17,946.76)	15,000.00	(2,946.76)
2713418	Comm Compact - Technology			(600.00)	10,000.00	9,400.00
27179	FY19 Tree Planting Grant	-		(4,482.38)		(4,482.38)
2719218	Comm Compact - Cap Imprv Plan (Facilities)			(16,207.76)	25,000.00	8,792.24
27213	Carry Forward Grant Balance	0.55	(0.55)			-
27282018	2018 Green Communities Grant	62,493.00		(206,153.00)	143,660.00	-
27421	FY19 Complete Streets Tier 3	-		-		-
27422	MA (TNC) Transport Network (Uber & Lyft)	-			408.00	408.00
27444	MA Clean Energy Center	1,769.76		(1,571.55)		198.21
	<b>TOTAL "270" STATE GRANTS</b>	<b>182,882.46</b>	<b>(28,247.50)</b>	<b>(480,731.54)</b>	<b>389,235.74</b>	<b>63,139.16</b>
						63,139.16

<b>TOWN OF HARVARD</b>								
<b>Statement of Revenues, Expenditures and Changes in Fund Balance</b>								
<b>COMMUNITY PRESERVATION FUND - YEAR ENDED JUNE 30, 2019</b>								
ACCT#	ACCOUNT NAME	7/1/2018 BALANCE	FY19 TRF IN	FY19 REVENUE	FY19 EXPENSE	FY19 TRF OUT	FY19 RES FOR EXP	6/30/2019 BALANCE
29000-35900	CPA - Undesignated FB	82,565.80	135,140.18	277,335.16	(99,980.00)	(97,368.00)	(39,972.18)	257,720.96
29000-35910	CPA - Reserve for Expenditures	88,772.18	(88,772.18)					-
29000-35950	CPA - Reserve for Comm Housing	46,368.00	(46,368.00)					-
	<b>"290" CPA FUND BALANCE - TOTALS - 6/30/19</b>	<b>217,705.98</b>	<b>-</b>	<b>277,335.16</b>	<b>(99,980.00)</b>	<b>(97,368.00)</b>	<b>(39,972.18)</b>	<b>257,720.96</b>
								257,720.96
29014-52041	ATM FY17 A#41 INVASIVE PLANT M	18,722.18	50.00		(4,800.00)			13,972.18
29014-56333	STM 110617 A:6 OLDLIB ACCESSIB	50,000.00			(50,000.00)			-
29014-56927	ATM FY19 A:27 TC HISTORIC DOCS	26,000.00			(24,890.00)	(1,110.00)		-
29014-57710	STM 110617 A:5 WAR MEMORIAL	20,000.00			(20,000.00)			-
29014-56928	ATM FY19 A:28 INVASIVE PLANTS	26,000.00						26,000.00
	<b>"290" CPA FUND BAL RES FOR EXP - TOTALS - 6/30/19</b>	<b>140,722.18</b>	<b>50.00</b>	<b>-</b>	<b>(99,690.00)</b>	<b>(1,110.00)</b>	<b>-</b>	<b>39,972.18</b>
								39,972.18

# DEPARTMENT OF FINANCE

<b>TOWN OF HARVARD</b>						
<b>Statement of Revenues, Expenditures and Changes in Fund Balance</b>						
<b>SPECIAL REVENUE FUNDS - YEAR ENDED JUNE 30, 2019</b>						
			<b>FY19</b>			
		<b>7/1/2018</b>	<b>TRANSFERS</b>	<b>FY19</b>	<b>FY19</b>	<b>6/30/2019</b>
<b>ACCT#</b>	<b>ACCOUNT NAME</b>	<b>BALANCE</b>	<b>ADJUSTMENTS</b>	<b>REVENUE</b>	<b>EXPENSE</b>	<b>BALANCE</b>
<b>FUND 215 - COMMUNITY EDUCATION</b>						
21500	Community Education	136,914.81	(80,000.00)	225,673.00	(205,025.50)	77,562.31
21503	Bridges Summer			36,081.00	(992.79)	35,088.21
21504	Adult Education			920.50		920.50
21505	Spectrum			118,306.00	(89,884.50)	28,421.50
21506	Global Child					-
21507	Cross Links			28,689.00	(6,652.53)	22,036.47
21550	Non Certified Wages				(60,486.10)	(60,486.10)
	<b>215 FUND TOTAL</b>	<b>136,914.81</b>	<b>(80,000.00)</b>	<b>409,669.50</b>	<b>(363,041.42)</b>	<b>103,542.89</b>
<b>FUND 216 - OTHER SCHOOL REVOLVING - DEVENS</b>						
21600	Other School Revolving - Devens	862,291.66	(267,000.00)			595,291.66
21605	FY19 & FY20 \$20K Stipend Pool				(18,000.00)	(18,000.00)
21605	Transfer to Athletic Revolving Salary		(90,000.00)			(90,000.00)
21605	Transfer to Cable TV Salary		(20,000.00)			(20,000.00)
21605	Transfer to GF School Salaries		(808,731.00)			(808,731.00)
21605	Transfer to GF School Expense		(86,325.00)			(86,325.00)
21610	Revenue			1,721,058.00		1,721,058.00
21630	Revenue			34,258.00		34,258.00
21630058	SCIENCE LAB-BEGIN FY2018 \$240K	6,790.26	240,000.00		(220,876.75)	25,913.51
21630058	2018-2019 HES ROOF - \$24K		27,000.00		(27,000.00)	-
21630058	BRMF MS BATHROOM \$40K	6,524.24				6,524.24
21640	Devens Transportation			64,918.00		64,918.00
21650	Devens Professional Service			390,531.00	(4,888.72)	385,642.28
21695	School Tech Expense				(336,788.74)	(336,788.74)
	<b>216 FUND TOTAL</b>	<b>875,606.16</b>	<b>(1,005,056.00)</b>	<b>2,210,765.00</b>	<b>(607,554.21)</b>	<b>1,473,760.95</b>
<b>FUND 220 - SCHOOL LUNCH REVOLVING</b>						
22000	School Lunch Revolving	31,509.53		640,047.73	(644,187.39)	27,369.87
	<b>220 FUND TOTAL</b>	<b>31,509.53</b>	<b>-</b>	<b>640,047.73</b>	<b>(644,187.39)</b>	<b>27,369.87</b>
<b>FUND 235 - SCHOOL REVOLVING FUNDS</b>						
23501	Athletic Revolving	15,055.92	90,000.00	190,053.00	(287,535.72)	7,573.20
23503	School Rental Revolving	12,287.18	(196.00)	11,715.00	(8,561.43)	15,244.75
23505	Pre-School Revolving	30,321.64	(55,000.00)	61,650.00		36,971.64
23506	School Bus Revolving	9,753.70	(55,000.00)	49,057.50		3,811.20
23507	School Restitution/Lost Books Revolv	1,564.82		186.20		1,751.02
23508	HES Gift	12,777.80		22,708.34	(19,611.40)	15,874.74
23509	Bromfield Gift	12,429.46		23,082.96	(17,653.86)	17,858.56
23510	Shaw Gift	162,728.99	(22,354.00)	42,747.00	(36,114.29)	147,007.70
23511	Patterson Foundation	20.60				20.60
23513	Full Day Kindergarten Revolving	87,208.23	(170,000.00)	181,552.75		98,760.98
	<b>235 FUND TOTAL</b>	<b>344,148.34</b>	<b>(212,550.00)</b>	<b>582,752.75</b>	<b>(369,476.70)</b>	<b>344,874.39</b>
<b>FUND 255 - SCHOOL FUNDS - STATE REIMB</b>						
25501	School Choice	230,594.00	(310,000.00)	305,900.00		226,494.00
25502	Circuit Breaker	348,101.09	(348,101.09)	420,705.00		420,705.00
	<b>255 FUND TOTAL</b>	<b>578,695.09</b>	<b>(658,101.09)</b>	<b>726,605.00</b>	<b>-</b>	<b>647,199.00</b>

# DEPARTMENT OF FINANCE

<b>FUND 260 - RECEIPTS RESERVED FOR APPROPRIATION</b>						
26008	Cemetery Sale of Lots	160,942.50	11,316.04	6,450.00		178,708.54
26011	Ambulance Receipts Reserved	97,583.51				97,583.51
26012	HCTV Receipts Reserved	107,200.68	(71,461.62)	132,784.11		168,523.17
260-35980	Debt Premium Bond - 25 Years	54,267.58		68,145.00	(19,206.19)	103,206.39
260-35990	Debt Premium BAN 6/22/17	1,751.00				1,751.00
26275	Transport Network MA (TNC) Receipts Reserved	207.10	(207.10)		(207.10)	(207.10)
	<b>260 FUND TOTAL</b>	<b>421,952.37</b>	<b>(60,352.68)</b>	<b>207,379.11</b>	<b>(19,413.29)</b>	<b>549,565.51</b>
26275	Transport Network MA (TNC) Receipts Reserved		207.10			207.10
26225	Cable TV School Grant	-		20,000.00	(20,000.00)	-
26242	Old Library Access Improvement	2,505.00		501.00		3,006.00
26249	Old Library Rental	(858.56)		2,825.00	(0.02)	1,966.42
	<b>262 FUND TOTAL</b>	<b>1,646.44</b>	<b>207.10</b>	<b>23,326.00</b>	<b>(20,000.02)</b>	<b>5,179.52</b>
26401	Park & Recreation Revolving Fund	4,876.06		124,426.75	(97,149.11)	32,153.70
	<b>264 FUND TOTAL</b>	<b>4,876.06</b>	<b>-</b>	<b>124,426.75</b>	<b>(97,149.11)</b>	<b>32,153.70</b>
26509	Wetlands Protection	16,275.27		1,299.50	(170.00)	17,404.77
26510	COA Revolving Fund	8,468.85		1,780.00	(2,000.28)	8,248.57
26511	Law Enforcement Trust Fund	1,444.80				1,444.80
26514	Insurance Recovery Fund	16,149.29		21,982.53	(28,131.82)	10,000.00
26517	4th of July Revolving Fund	17,305.90		28,974.80	(39,316.66)	6,964.04
26518	Ambulance Revolving Fund	59,887.49	164.48	172,394.48	(134,021.49)	98,424.96
26520	Fire SAFE Revolving Fund (Burn Perm)	20,074.79		5,020.00	(604.76)	24,490.03
26530	Application Review Revolving Fund	69.00			(69.00)	-
26531	HCTV PEG Access Revolving Fund	-		683.50		683.50
26540	Tax Title Revolving Fund	-		561.50	(561.50)	-
	<b>265 FUND TOTAL</b>	<b>139,675.39</b>	<b>164.48</b>	<b>232,696.31</b>	<b>(204,875.51)</b>	<b>167,660.67</b>
26607	Cultural Council Gift	100.00				100.00
26610	DARE Gift	3,295.25			(36.00)	3,259.25
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	6,783.31		3,120.20	(215.00)	9,688.51
26616	Library Gift Account	5,417.66		11,389.43	(10,753.67)	6,053.42
26618	COA Gift Account	63,078.75		40,213.50	(13,223.81)	90,068.44
26619	Skateboard Park Gift Account	1,500.00				1,500.00
26620	Ambulance Gift Account	30,547.08		8,624.09	(324.26)	38,846.91
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	7,855.99		3,000.00		10,855.99
26626	Historical Commission Gift Account	1,011.00				1,011.00
26627	Fire Dept Gift Account	13,162.69		5,050.00	(3,503.28)	14,709.41
26632	Town Hall Restoration Gift Account	81.00				81.00
26633	Harvard Tree Gift Account	5,125.51		5,235.00	(972.00)	9,388.51
26639	Christmas Tree Gift Account	649.43				649.43
26651	War Memorial Restoration Gift Acct	4,032.00		1,550.00	(5,263.09)	318.91
26680	Select Board Gift Account	-		157.00	(156.68)	0.32
26692	Cemetery Gift Account	15.56				15.56
	<b>266 FUND TOTAL</b>	<b>145,803.00</b>	<b>-</b>	<b>78,339.22</b>	<b>(34,447.79)</b>	<b>189,694.43</b>
<b>FUND 295 - BOH TITLE V SEPTIC BETTERMENT FUND</b>						
29500	BOH - Title V Septic Betterments	93,582.05		30,336.45	(11,529.00)	112,389.50
	<b>295 FUND TOTAL</b>	<b>93,582.05</b>	<b>-</b>	<b>30,336.45</b>	<b>(11,529.00)</b>	<b>112,389.50</b>
	<b>SPECIAL REVENUE FUNDS - GRAND TOTAL</b>					<b>3,653,390.43</b>

# DEPARTMENT OF FINANCE

<b>TOWN OF HARVARD</b>								
<b>Statement of Revenues, Expenditures and Changes in Fund Balance</b>								
<b>CAPITAL PROJECTS FUND - YEAR ENDED JUNE 30, 2019</b>								
					<b>TRANSFERS</b>			
<b>ACCT#</b>	<b>ACCOUNT NAME</b>	<b>DEPT</b>	<b>7/1/2018 BALANCE</b>	<b>NEW PROJECT</b>	<b>ADJUST CORR</b>	<b>JUNE EXPENSES</b>	<b>JUNE REVENUE</b>	<b>6/30/2019 BALANCE</b>
<b>CASH - CAPITAL PROJECTS FUND</b>								
<b>7/1/2018</b>	Fund Balance Forward		204,768.27					204,768.27
	BAN Borrowing			6,075,553.00				6,075,553.00
	MSBA Payments Rec'd						1,290,615.00	1,290,615.00
	399 Expenditures & Trf to GF				(63,374.00)	(5,708,339.32)		(5,771,713.32)
	<b>TOTALS</b>		<b>204,768.27</b>	<b>6,075,553.00</b>	<b>(63,374.00)</b>	<b>(5,708,339.32)</b>	<b>1,290,615.00</b>	<b>1,799,222.95</b>
								=Cash & WP
<b>FUND BALANCE - CAPITAL PROJECTS FUND</b>								
30200	Recreation Land		12,364.96		(12,364.96)			-
30300	Littleton County Road		518.73		(518.73)			-
30900	Elementary School		849.82		(849.82)			-
39120	Art 22 ATM FY15 Hildreth Renov		59,371.79		(59,371.79)			-
	Dump Truck		(145,600.00)					(145,600.00)
	Science Labs		(140,000.00)					(140,000.00)
	HES Feasibility Study		(276,600.00)					(276,600.00)
39121	Art 9 ATM 5/4/19 Repurp>Old Lib				59,371.79	(59,371.79)		-
39140	Art 24 ATM FY16 Fire Tanker		349,858.91			(341,527.15)		8,331.76
39150	Art 22 ATM FY12 Water System		15,882.79		(15,882.79)			-
39180	Art 23 ATM FY12 Sewer Conn		46,232.36		(46,232.36)			-
39192	Pond Road Parking Lot		1,258.85		(1,258.85)			-
39194	HES Feasibility Study		45,186.05			(45,186.05)		-
3919418	HES New School Bldg					(5,153,740.29)	1,290,615.00	(3,863,125.29)
39200	Art 18 ATM FY13 Town Hall		249,177.52			(1,855.00)		247,322.52
39423	Art 3 STM 10/22/18 Old Lib Access					(106,563.04)		(106,563.04)
39426	Art 23 ATM 5/4/19 Old Lib Slate Roof					(96.00)		(96.00)
33000	Highway Chapter 90	HWY	4,416.67			(392,656.20)	331,861.30	(56,378.23)
	<b>TOTALS</b>		<b>222,918.45</b>	<b>-</b>	<b>(77,107.51)</b>	<b>(6,100,995.52)</b>	<b>1,622,476.30</b>	<b>(4,332,708.28)</b>
			=Fund Bal					(4,332,708.28)

# DEPARTMENT OF FINANCE

<b>TOWN OF HARVARD</b>				
<b>Statement of Revenues, Expenditures and Changes in Fund Balance</b>				
<b>NON-EXPENDABLE TRUST FUNDS - YEAR ENDED JUNE 30, 2019</b>				
		<b>7/1/2018</b>	<b>FY19</b>	<b>6/30/2019</b>
<b>ACCT#</b>	<b>ACCOUNT NAME</b>	<b>BALANCE</b>	<b>REVENUE</b>	<b>BALANCE</b>
810 -000-000-36000	CEMETERY PERPETUAL CARE	188,509.89	2,050.00	190,559.89
810 -000-000-36001	CEM - CHARLES WHITNEY	5,000.00		5,000.00
810 -000-000-36002	CEM - 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	36,054.85		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	-		-
	<b>TOTAL NON-EXPENDABLE TRUST FUNDS</b>	<b>361,579.32</b>	<b>2,050.00</b>	<b>363,629.32</b>
				363,629.32

# DEPARTMENT OF FINANCE

TOWN OF HARVARD						
Statement of Revenues, Expenditures and Changes in Fund Balance						
EXPENDABLE TRUST FUNDS - YEAR ENDED JUNE 30, 2019						
ACCT#	ACCOUNT NAME	7/1/2018 BALANCE	FY19 ADJUST	FY19 REVENUE	FY19 EXPENSE	6/30/2019 BALANCE
<b>"820" EXPENDABLE TRUST FUNDS</b>						
820 -000-000-36000	CEMETERY PERPETUAL CARE	56,842.71		14,523.24	(2,106.23)	69,259.72
820 -000-000-36001	CEM - CHARLES WHITNEY	14,056.23		926.57	(140.93)	14,841.87
820 -000-000-36002	CEM - JOHN MAYNARD	35,837.27		1,916.00	(291.42)	37,461.85
820 -000-000-36003	SIBLEY CEMETERY FUND	18,467.24		1,189.04	(180.85)	19,475.43
820 -000-000-36004	BELLEVUE CEMETERY	22,962.82		1,544.34	(3,109.01)	21,398.15
820 -000-000-36005	SHAKER & SEARS CEMETERY	3,135.43		193.25	(114.79)	3,213.89
820 -000-000-36015	RINGBOOK FUND	2,663.72		324.00	(49.28)	2,938.44
820 -000-000-36016	GEORGE CLARK LIBRARY	278.00		58.49	(83.90)	252.59
820 -000-000-36017	WALTER WHITNEY LIBRARY	7,972.10		5,783.71	(4,146.59)	9,609.22
820 -000-000-36018	HAPGOOD LIBRARY	11,934.93		2,481.95	(5,891.23)	8,525.65
820 -000-000-36019	LAWRENCE LIBRARY	6,480.90		3,816.47	(3,086.94)	7,210.43
820 -000-000-36020	MARY BLOOD LIBRARY	1,627.48		348.09	(427.94)	1,547.63
820 -000-000-36021	ANDREW FAIRBANK LIBRARY	545.15		171.40	(201.07)	515.48
820 -000-000-36030	GINNY THURSTON SCHOLARSHIP	12,349.21		11,692.34	(713.90)	23,327.65
820 -000-000-36031	HARVARD 300TH ANNIVERSARY	11,248.19		784.05	(119.25)	11,912.99
820 -000-000-36032	WARNER LECTURE	28,460.14		3,756.88	(2,270.66)	29,946.36
820 -000-000-36033	MAYNARD CLOCK	121.33		30.23	(4.60)	146.96
820 -000-000-36034	GEORGIA WHITNEY POOR	15,341.09		1,232.15	(187.40)	16,385.84
820 -000-000-36035	WARREN K HARROD	1,195.91		131.06	(19.94)	1,307.03
820 -000-000-36036	SALVAGE FUND	1,806.89		123.26	(18.75)	1,911.40
820 -000-000-36037	HILDRETH CLOCK	70.84		27.75	(4.22)	94.37
820 -000-000-36038	HILDRETH COMMON	5,591.14		320.47	(48.74)	5,862.87
820 -000-000-36039	TUTTLE MEMORIAL	9,382.93		699.35	(106.37)	9,975.91
820 -000-000-36040	WILL POST MEMORIAL	7,695.38		374.16	(356.91)	7,712.63
820 -000-000-36041	ENTREPRENEUR'S SCHLSHP	1,170.73		56.90	(8.66)	1,218.97
820 -000-000-36050	RANTOUL TRUST-ELDERLY	17,696.47		15,374.39	(130.87)	32,939.99
820 -000-000-36051	RANTOUL TRUST-GENERAL	155,025.53		7,540.56	(2,397.60)	160,168.49
820 -000-000-36052	AFFORDABLE HOUSING TRUST	191,504.50		81,658.97		273,163.47
820 -000-000-36060	CONSERVATION FUND BALANCE	82,330.00		35,462.37	(22,072.99)	95,719.38
820 -000-000-36070	CONSERVATION-CPA	105,852.07		105,463.99	(141,784.81)	69,531.25
820 -000-000-36071	AMBULANCE SCHOLARSHIP FUND	24,898.54		1,210.63	(1,184.13)	24,925.04
820 -000-000-36072	BA GOULD SCHOLARSHIP FUND	8,860.00		371.61	(1,000.00)	8,231.61
820 -000-000-36300	MADIGAN FAMILY SCHOLARSHIP	2,500.00		2,575.78		5,075.78
820 -000-000-36372	TOM HILL SCHOLARSHIP-SCHOOL	2,770.00		83.97	(500.00)	2,353.97
<b>TOTAL "820" EXPENDABLE TRUST FUNDS</b>		<b>868,674.87</b>	<b>-</b>	<b>302,247.42</b>	<b>(192,759.98)</b>	<b>978,162.31</b>
<b>OTHER EXPENDABLE TRUST FUNDS</b>						
85000	Stabilization Fund	1,210,392.19		64,316.91	(14,407.00)	1,260,302.10
86000	Capital Stabilization Fund	3,351,420.48		1,283,924.49	(1,175,116.00)	3,460,228.97
89000	OPEB	2,453,302.59	249,928.29	672,741.77		3,375,972.65
<b>GRAND TOTAL EXPENDABLE TRUST FUNDS</b>		<b>7,883,790.13</b>	<b>249,928.29</b>	<b>2,323,230.59</b>	<b>(1,382,282.98)</b>	<b>9,074,666.03</b>
						9,074,666.03

# DEPARTMENT OF FINANCE

TOWN OF HARVARD					
Statement of Revenues, Expenditures and Changes in Fund Balance					
AGENCY FUNDS - YEAR ENDED JUNE 30, 2019					
ACCT#	ACCOUNT NAME	7/1/2018 BALANCE	FY19 REVENUE	FY19 EXPENSE	6/30/2019 BALANCE
<b>AGENCY FUNDS - TOWN</b>					
830 -000-000-20512	ELDERLY/DISABLED TAX AID	9,858.96	11,603.91	(9,873.10)	11,589.77
830 -000-000-20522	HEATING ASSISTANCE	14,415.93	300.00	(250.00)	14,465.93
830 -000-000-22300	MHOC 262-264 AYER ROAD	940.00		(940.00)	-
830 -000-000-22501	PB - DRIVEWAY INSP DEPOSITS	(5,038.59)	8,821.01	(2,830.00)	952.42
830 -000-000-22502	PB - PLANNING BD/CONSULTANT ES	2,706.17		(2,706.17)	-
830 -000-000-22504	PB - PLAN BD ESC-TRUST CONSTRU	1,045.99		(1,045.99)	-
830 -000-000-22505	CC - CONCOM CONSULTING	259.13		(259.13)	-
830 -000-000-22507	PB - WIRELESS FACILITIES ESCROW	7,839.33	181.86		8,021.19
830 -000-000-22508	ZBA - TRAIL RIDGE	2,727.27	159.14		2,886.41
830 -000-000-22516	ZBA - PINE HILL	4,500.00	1,044.11	(3,750.00)	1,794.11
830 -000-000-22518	BOH - TIMOTHY TURNBULL	2,728.92	23.91		2,752.83
830 -000-000-22524	PB - SITE PLAN REVIEW	5,040.00	3,730.00	(8,770.00)	-
830 -000-000-22590	ZBA - CRAFTSMAN VILLAGE HARVARD,L	2,375.00	1,091.22	(3,450.00)	16.22
830 -000-000-22597	CALLAHAN REALTY - 168 BOLTON RD	-	1,600.00	(1,600.00)	-
830 -000-000-25250	SENIOR TAX WORK OFF PROGRAM	-	8,582.72	(8,582.72)	-
830 -000-000-25750	DUE TO STATE FISH & GAME	96.35			96.35
830 -000-000-25751	F/B O/S POLICE DETAILS	(19,459.25)	170,633.19	(193,796.69)	(42,622.75)
830 -000-000-25850	DUE TO DEPUTY COLLECTOR	1,568.12			1,568.12
830 -000-000-25900	WETLANDS BYLAWS FEE	11,700.40	20,169.00	(25,862.62)	6,006.78
830 -000-000-25960	DUE TO FIRE ARMS BUREAU	5,031.25	7,575.00	(11,693.75)	912.50
830 -000-000-25970	DUE TO MINUTEMAN SENIOR SERVIC	394.51	2,883.00	(3,277.51)	-
830 -000-000-25975	COIL BROTHERS ESCROW	-	1,650.93	(1,635.00)	15.93
830 -000-000-25980	593 ACCOUNT	2,500.00	71.79		2,571.79
830 -000-000-25990	SE SOLARNE2 LLC	50,000.00	1,008.40	(40,000.00)	11,008.40
830 -000-173-25018	PB - SWEENEY PROP SIDEWALK IMPRV	5,000.00	293.21	(1.47)	5,291.74
	<b>TOWN - AGENCY FUND TOTAL</b>	<b>106,229.49</b>	<b>241,422.40</b>	<b>(320,324.15)</b>	<b>27,327.74</b>
<b>AGENCY FUNDS - SCHOOL ACTIVITY FUNDS</b>					
88001	Bromfield Student Activity Account	73,709.12	253,719.58	(234,880.51)	92,548.19
88002	HES Student Activity Account	8,507.19	59,841.62	(59,227.86)	9,120.95
88099	Student Replaced Damaged	6,319.00	7,763.00	(8,415.65)	5,666.35
	<b>SCHOOL - AGENCY FUND TOTAL</b>	<b>88,535.31</b>	<b>321,324.20</b>	<b>(302,524.02)</b>	<b>107,335.49</b>
	<b>GRAND TOTAL AGENCY FUNDS</b>	<b>194,764.80</b>	<b>562,746.60</b>	<b>(622,848.17)</b>	<b>134,663.23</b>
					134,663.23

# DEPARTMENT OF FINANCE

<b>TOWN OF HARVARD</b>				
<b>Statement of Revenues, Expenditures and Changes in Fund Balance</b>				<b>FY19</b>
<b>LONG TERM DEBT - YEAR ENDED JUNE 30, 2019</b>	<b>7/1/2018</b>	<b>FY19</b>	<b>6/30/2019</b>	<b>INTEREST</b>
	<b>O/S PRIN</b>	<b>Retired</b>	<b>O/S PRIN</b>	<b>PAID</b>
<b>LONG TERM DEBT</b>				
Town Hall Renovations - \$2,250,000 - Art 18 ATM 4/28/2012	2,020,000.00	(115,000.00)	<b>1,905,000.00</b>	(48,537.50)
CPA - Town Hall Renovations - \$700,000 - Art 18 ATM 4/28/2012	630,000.00	(35,000.00)	<b>595,000.00</b>	(15,137.50)
Senior Center (Hildreth House) Improvements - \$1,241,000 - Art ATM 3/28/15	1,175,000.00	(65,000.00)	<b>1,110,000.00</b>	(43,050.00)
Public Safety - Refunding of 11/15/2000 \$1,200,000	360,000.00	(125,000.00)	<b>235,000.00</b>	(6,693.75)
Public Library - Refunding 11/1/2004 \$1,395,000	925,000.00	(140,000.00)	<b>785,000.00</b>	(18,912.50)
Fire Truck - \$350,000 - Art 24 ATM 3/28/2015	300,000.00	(25,000.00)	<b>275,000.00</b>	(7,250.00)
School - Refunding of 11/1/2004 \$3,380,000	2,245,000.00	(335,000.00)	<b>1,910,000.00</b>	(45,943.75)
MWPAT - MA Water Pollution Abate Trust \$1,835,169 Art 25 ATM 5/5/2009	1,576,430.55	(90,021.82)	<b>1,486,408.73</b>	(31,528.62)
Roads - \$648,000 - Art 27 ATM 4/28/2012	535,000.00	(55,000.00)	<b>480,000.00</b>	(13,200.00)
<b>TOTAL LONG TERM DEBT - EXCLUDED</b>	<b>9,766,430.55</b>	<b>(985,021.82)</b>	<b>8,781,408.73</b>	<b>(230,253.62)</b>
Senior Center (Hildreth House) Improvements - \$188,000 - Art ATM 6/22/17	175,000.00	(10,000.00)	<b>165,000.00</b>	(6,437.50)
DPW Equipment - \$160,000 - Art 16 ATM 5/1/2010	90,000.00	(10,000.00)	<b>80,000.00</b>	(1,937.50)
Fire Equipment - \$505,000 - Art 22 ATM 5/1/2010 Fire Truck	295,000.00	(35,000.00)	<b>260,000.00</b>	(6,306.25)
MCWT - MA Clean Water Trust - \$495,846 - Art 1 STM 8/18/2011	425,937.35	(24,323.08)	<b>401,614.27</b>	(8,518.74)
Sewer System Connections - \$175,000 - Art 22 ATM 4/6/2013	155,000.00	(10,000.00)	<b>145,000.00</b>	(3,725.00)
Water System Upgrade - \$300,000	270,000.00	(15,000.00)	<b>255,000.00</b>	(6,487.50)
MCWT - MA Clean Water Trust 1/7/2015 \$230,570 - Title V Betterments	195,984.50	(11,528.50)	<b>184,456.00</b>	-
<b>TOTAL LONG TERM DEBT - NON-EXCLUDED</b>	<b>1,606,921.85</b>	<b>(115,851.58)</b>	<b>1,491,070.27</b>	<b>(33,412.49)</b>
<b>GRAND TOTAL - LONG TERM DEBT OUTSTANDING</b>	<b>11,373,352.40</b>	<b>(1,100,873.40)</b>	<b>10,272,479.00</b>	<b>(263,666.11)</b>
			10,272,479.00	

# DEPARTMENT OF FINANCE

TOWN OF HARVARD, MASSACHUSETTS							
Combined Balance Sheet - All Fund Types and Account Groups							
as of June 30, 2019							
				Proprietary	Fiduciary	Account	
	Governmental Fund Types			Fund Types	Fund Types	Groups	Totals
	General	Special Revenue	Capital Projects	Sewer Enterprise	Trust and Agency	Long-term Debt	(Memorandum Only)
<b>ASSETS</b>							
Cash and cash equivalents	4,858,704.63	4,053,880.44	3,381,553.37	384,977.42	9,599,999.60		22,279,115.46
Receivables:							
Personal property taxes	1,235.65						1,235.65
Real estate taxes	276,187.59						276,187.59
Community Preservation Surcharge		2,848.68					2,848.68
Allowance for abatements and exemptions	(357,995.69)						(357,995.69)
Special Assess - Title V & Sewer Betterments				1,161.14			1,161.14
Unappor Special Assess - Title V & Sewer Bett		102,173.64		857,760.86			959,934.50
Tax liens	536,681.29	4,570.67					541,251.96
Motor vehicle excise	82,305.81						82,305.81
Utility Charges	3,881.09			538.07			4,419.16
Due from Employees WH Benefits	444.38						444.38
Prepaid Expense - USPS Postage	61.86						61.86
Amounts to be provided - payment of bonds						10,272,479.00	10,272,479.00
Amounts to be provided - vacation and sick leave						313,604.53	313,604.53
Total Assets	5,401,506.61	4,163,473.43	3,381,553.37	1,244,437.49	9,599,999.60	10,586,083.53	34,377,054.03
<b>LIABILITIES AND FUND EQUITY</b>							
Liabilities:							
Deferred revenue							
Real and personal property taxes	80,572.45						80,572.45
Community Preservation		(2,848.68)					(2,848.68)
Special Assess - Title V & Sewer Betterments				(1,161.14)			(1,161.14)
Unappor Special Assess - Title V & Sewer Bett		(102,173.64)		(857,760.86)			(959,934.50)
Tax liens	(536,681.29)	(4,570.67)					(541,251.96)
Motor vehicle excise	(82,305.81)						(82,305.81)
Utility Charges	(3,881.09)			(538.07)			(4,419.16)
Warrants payable	(650,130.07)	(89,466.08)	(1,638,708.65)	(10,073.14)	(27,041.02)		(2,415,418.96)
Accrued payroll and withholdings	(114,800.40)						(114,800.40)
Other liabilities-GF Tailings	(1,854.01)						(1,854.01)
Other liabilities		(1,808.00)			(27,327.74)		(29,135.74)
Bonds payable						(10,272,479.00)	(10,272,479.00)
Notes payable			(6,075,553.00)				(6,075,553.00)
Vacation and sick leave liability						(313,604.53)	(313,604.53)
Total Liabilities	(1,309,080.22)	(200,867.07)	(7,714,261.65)	(869,533.21)	(54,368.76)	(10,586,083.53)	(20,734,194.44)
Fund Equity:							
Reserved for encumbrances	(1,046,512.85)	(25,565.14)					(1,072,077.99)
Reserved for expenditures		(39,972.18)					(39,972.18)
Reserved for continuing appropriations	(1,150,458.79)						(1,150,458.79)
Reserved for petty cash	(100.00)						(100.00)
Reserved for debt Service				(318,080.96)			(318,080.96)
Reserved for premiums	(137,245.48)						(137,245.48)
Undesignated fund balance	(1,758,109.27)	(3,897,069.04)	4,332,708.28	(56,823.32)	(9,545,630.84)		(10,924,924.19)
Total Fund Equity	(4,092,426.39)	(3,962,606.36)	4,332,708.28	(374,904.28)	(9,545,630.84)	-	(13,642,859.59)
Total Liabilities and Fund Equity	(5,401,506.61)	(4,163,473.43)	(3,381,553.37)	(1,244,437.49)	(9,599,999.60)	(10,586,083.53)	(34,377,054.03)
<b>PROOF</b>	-	-	-	-	-	-	-

*Respectfully Submitted by Lori J. Bolasevich, Town Accountant/Finance Director – hire date 1/2/2019*

# DEPARTMENT OF FINANCE

REPORT OF THE TOWN TREASURER		
THE REPORT BELOW IS A COMPLETE BALANCE OF ALL BANK ACCOUNTS AS OF JUNE 30, 2019		
<b>June 2019</b>		<b>Treasurer Ending Balance</b>
	Cash on Hand	100.00
Rollstone	Depository	102,920.78
Eastern	Depository	255,988.18
Eastern	Payroll	(444.38)
Eastern	Vendor	-
Century	MMKT	1,075,004.16
Century	Sewer Enterprise	269,748.53
Bartholomew	Trust Funds	5,979,888.79
PRIT	OPEB	3,375,972.65
Eastern	EDTA	14,422.87
MMDT	General	182,043.77
TD Bank	MMKT	474,767.81
UNIBANK	Online Coll	566,545.73
UNIBANK	MMKT	8,753,142.60
Eastern	Brom ST ACT	182,306.45
Eastern	Escrow Master	24,354.21
Eastern	CPA	39,788.34
Eastern	Planning	10,239.61
Eastern	HES Stu Act	26,886.76
Eastern	School Lunch Revolving	30,728.70
		<b>21,364,405.56</b>

## COMMUNITY EVENTS



*Annual Fourth of July parade and field events*



*Easter Egg Hunt held on the library lawn.*



*Harvard Schools Trust Hootenanny and Lions Club Winterfest events held at the Community Harvest property*

# EMPLOYEE EARNINGS REPORT

SCHOOL (TEACHER)			
LAST NAME	FIRST NAME	DEPT	GROSS PAY
ACCORSI	JOAN	20	77,627.96
ADAMS	JAMIE	20	39,591.62
AMBROSINO	CYNTHIA	20	102,162.51
ANTES	REBECCA	20	40,986.48
ARMITAGE	REBECCA	20	46,246.18
AYLES	DAWN	20	63,886.72
BAGATELLE	DAVIDA	20	103,262.88
BASSAGE	AMY	20	99,466.20
BETHONEY-DRENNEN	JESSICA	20	60,776.30
BOCQUILLON	MYRIAM	20	19,067.60
BOISVERT	DAVID	20	97,986.86
BRAGG	MARGARET	20	103,871.83
BRICKLEY	SHANE	20	1,067.00
BROOKS	MARTHA	20	101,286.84
BROWN	JANET	20	91,974.98
BURNS	CHRISTINA	20	84,332.75
BURTON	JULIE	20	74,047.88
CAMPBELL	XUAN	20	4,890.82
CAMPBELL	MARYBETH	20	89,905.33
CARCHIDI	LAUREN	20	62,082.72
CARLUCCI	KELLIE	20	102,228.84
CHANDLER	TONI	20	1,006.25
CHAPMAN	PAMELA	20	95,741.38
CHLAPOWSKI	SUSAN	20	103,760.00
CHOUBEY	KANCHAN	20	530.00
CLARK	TIMOTHY	20	1,598.49
CLARKE	JOSHUA	20	100,432.88
CORRENTY	SHARON	20	60,281.93
CREAVEN	MICHELLE	20	93,978.80
CRITTENDON	LAUREN	20	107,430.45
CUDMORE	KAREN	20	105,910.63
CULLINANE	F ROBERT	20	104,617.86
CUTLER	COURTNEY	20	75,501.56
DECOSTE	ERIN	20	73,640.86
DEERY	RYAN	20	77,943.52
DESARRO	MICHAEL	20	100,830.66
DOHERTY	KATHLEEN	20	110,042.63
DRUMMEY	ELIZABETH	20	2,500.00
DYER	JANIS	20	85,473.96
FONTAINE	CYNTHIA	20	64,850.45
FRASER	JENNIFER	20	62,809.92
FREDERICKSON	PATRICK	20	3,100.00
FRENCH	DAWN	20	66,609.78

# EMPLOYEE EARNINGS REPORT

SCHOOL (TEACHER)			
LAST NAME	FIRST NAME	DEPT	GROSS PAY
GIBBS	GRETCHEN	20	87,734.00
GILFIX	DAVID	20	98,230.99
GRAHAM	MARY-ELIZABETH	20	103,867.19
GUTHRO	KATHERINE	20	225.00
HADORN	EMILY	20	878.18
HAROUTUNIAN	JESSICA	20	70,754.22
HARRIS	CYNTHIA	20	98,752.96
HAVENS	LESLIE	20	2,880.00
HODGENS	CRISTIN	20	88,086.10
HOLMES	RYAN	20	3,128.00
HOLMES	CHRISTOPHER	20	3,128.00
HOLT	WYATT	20	99,078.84
HOORNEMAN	ELIZABETH	20	75,271.58
HOPKINS	LISA	20	102,862.59
HORTON	JULIE	20	113,509.91
HOUSTON	KIMBERLY	20	320.00
HUNT	NIKOLAUS	20	45,100.05
HYDE	JESSICA	20	101,070.46
JONES	CHRISTOPHER	20	98,237.36
KAZARIAN	GEORGE	20	3,000.00
KEANE	MICHELLE	20	64,163.88
KEANE	KATHERINE	20	82,105.80
KEITH	MAUREEN	20	93,390.10
KELLEY	ALEXANDRA	20	760.00
KELLEY	BARBARA	20	109,283.17
KHURANA	MARISA	20	74,123.08
KING	DAVID	20	465.00
LABBE	NANCY	20	124.95
LAMERE	SARA	20	80,685.69
LARRAT	MEGHAN	20	2,160.96
LAVIGNE	KEITH	20	83,776.42
LAZARO	KRISTINA	20	97,076.51
LYNDE	MATTHEW	20	97,553.99
MACKIE	ADAM	20	73,400.72
MADRASWALLA	SABIHA	20	58,120.68
MAIORE	JOYCE	20	133.88
MARYA	SANGITA	20	106,230.72
MATTIE-BROWN	BRYCE	20	99,871.16
MCCARTHY	RAYMOND	20	3,128.00
MCLELLAN	DAVID	20	2,320.00
MCLOUGHLIN	CARRIE	20	99,835.94
MCMANUS	KRISTIN	20	85,908.59

# EMPLOYEE EARNINGS REPORT

SCHOOL (TEACHER)			
LAST NAME	FIRST NAME	DEPT	GROSS PAY
MILLARD	URSUAL	20	23,195.00
MILLER	MIRANDA	20	73,161.80
MILNE	ANDREW	20	23,457.90
MONSEN	CARLY	20	82,153.13
MONTALTO	HEATHER	20	77,863.78
MURPHY	PETER	20	107,384.16
NEWBOULD	ERIN	20	88,600.72
NICHOLSON	TRICIA	20	270.00
NIGZUS	COLLEEN	20	89,166.44
NIGZUS	STEVE	20	975.00
NILAN	PATRICIA	20	103,525.86
NILAND	MELISSA	20	108,101.64
O'REILLY	DONALD	20	2,776.00
PEREYRA	SAMANTHA	20	31,107.80
PETKUS	CHRISTINA	20	69,184.70
PHILLIPS	MARIE	20	69,192.60
PIANTEDOSI	TESSA	20	51,795.90
PIERCE	DEBORAH	20	106,696.07
PLANCHET	DAVID	20	4,167.00
POE	MICHAEL	20	65,948.05
POLIS	CATHERINE	20	105,337.73
POMINVILLE	ERIKA	20	24,403.40
PRICE	AMY	20	92,128.10
QUAADGRAS	MARYBETH	20	65,425.36
QUIRION	LONNIE	20	4,167.00
RAMIREZ	VICTORIA	20	99,960.03
REALE	CHRISTINE	20	103,254.04
REED	SUMNER	20	10,108.00
RINDENELLO	CLAIRE	20	840.00
ROBBINS	CRAIG	20	62,245.95
ROSAL	OLYAN	20	65,177.82
ROUTE	TAMMY	20	93,594.92
RUSSELL	KATELYN	20	64,070.40
SEGALOFF	RACHEL	20	75,211.56
SHAW	JESSE	20	78,441.26
SHEPHERD	PATRICIA	20	94,842.46
SINTROS	ERIN	20	46,035.43
SKROCKI	ANDREW	20	93,358.58
SNELL	CHRISTOPHER	20	87,734.00
STEADMAN	JULIANA	20	66,331.26
STEEVES	CYNTHIA	20	63,837.26
STERBER	EMILY	20	61,743.20

# EMPLOYEE EARNINGS REPORT

## SCHOOL (TEACHER)

LAST NAME	FIRST NAME	DEPT	GROSS PAY
STODDARD	SINTA	20	100.00
SULLIVAN	CORI	20	240.00
TABOR	RICHARD	20	100,797.54
TERRIO	LISA	20	72,461.66
THURSTON	JOSHUA	20	71,881.10
TOWNSEND	ANASTASIA	20	73,228.78
TRAINOR	SEAN	20	1,911.00
TRAVERS	JACQUELINE	20	88,931.17
TUTTLE	SHARLENE	20	100,351.52
UGLEVICH	LAURA	20	24,970.28
VANDERVEEN-MIDEY	KRISTEN	20	102,369.73
VERROCHI	EMILY	20	88,255.60
WALKER	DEBORAH	20	79,322.99
WASS	RUSSELL	20	103,045.82
WELCH	AMANDA	20	61,326.16
WHITE	ALLISON	20	62,406.21
WIENER	DEBRA	20	65,320.91
WRIGHT	ANDREW	20	97,054.11
ZIMMER	MARGARET	20	103,004.63
DEPT TOTAL			\$ 9,410,027.50

## SCHOOL (NON-TEACHER)

LAST NAME	FIRST NAME	DEPT	GROSS PAY
ABRAMS	TIFFANY	21	3,537.50
ADELSON	NATHANIEL	21	2,780.00
AGHAYEV	AZIZ	21	75,011.19
ALI	FADIYA	21	24,844.41
BARANOWSKI	JENNIFER	21	36,568.19
BARRETT	SAMANTHA	21	24,912.02
BATCHELDER	HELEN	21	1,665.00
BENARD	ANN	21	19,811.12
BENOIT	ROBIN	21	108,846.40
BISNETTE	MONIQUE	21	6,466.40
BOURQUE	GREG	21	8,334.00
BOYLE	CHRISTOPHER	21	98,467.20
BRUNING	GAYLE	21	38,415.97
BURGOYNE	SHANNON	21	145.00
BUTTERWORTH	OLIVIA	21	4,980.00
CAMARGOS	MADALENA	21	10,226.16
CAMPAIGNE	JACQUELINE	21	7,885.00
CARBON	ROBERT	21	650.00

# EMPLOYEE EARNINGS REPORT

SCHOOL (NON-TEACHER)			
LAST NAME	FIRST NAME	DEPT	GROSS PAY
CARON	AMY	21	44,336.33
CARROLL	MARY	21	19,959.99
CATTEL	HANNAH	21	10,034.61
CAULFIELD	BRENDAN	21	5,627.58
CAVANAUGH	JUDITH		59,532.06
CAVANAUGH	ALEXA	21	32,213.13
COOKE	DANIEL	21	604.96
COOKE	LYNN	21	692.52
CORRENTY	PAUL	21	113,802.74
COSTA	JENNIFER	21	18,478.63
COZZENS	MARGARET	21	23,343.06
DAMOTA	GERALDO	21	45,475.95
DAMOTA	MARIA	21	45,475.95
DELSIGNORE	ELIZABETH	21	1,807.31
DESJARDINS	LOREN	21	25,819.81
DESOUZA	SANDRA	21	43,039.17
DONOVAN	KATHLEEN	21	13,061.89
DOUCETTE	LUCIA	21	44,340.20
DUFFEN	ZACKERY	21	46,764.77
DWIGHT	LINDA	21	170,666.70
DYCE	DWIGHT	21	240.00
ELIAS	SIMONE	21	480.00
EPSTEIN	REBECCA	21	11,748.89
ESTRADA	LISA	21	98.18
EVANS	SCOTT	21	1,725.00
FARNSWORTH	LORI	21	42,743.81
FITZGIBBONS	MIKI	21	16,863.01
FRANCIS	NICHOLAS	21	26,007.71
GALESKI	LORELEI	21	41,997.90
GALESKI	CLAYTON	21	500.00
GEBRU	AMY	21	20,532.10
GREAYER	ROCHELLE	21	1,911.00
GREENE	KATHRYN	21	38,392.91
GROGAN	MARGARET	21	38,351.50
HADORN	MARGARET	21	13,176.62
HALL	DAWN	21	33,706.30
HARRINGTON	MARIE	21	120,525.60
HART	ELIZABETH	21	18,916.87
HART	LESLIE	21	560.00
HATCH	SHERYL	21	30,731.95
HERSHBERGER	ANN MARIE	21	10,313.45
HICKEY	TANYA	21	1,026.38

# EMPLOYEE EARNINGS REPORT

SCHOOL (NON-TEACHER)			
LAST NAME	FIRST NAME	DEPT	GROSS PAY
HOFFMAN	SCOTT	21	133,300.40
HOLMES	SUSAN	21	51,318.95
HORNE	ALEXANDER	21	4,167.00
HUBER	EDIE	21	2,100.00
JACOBS	MICHAEL	21	7,890.00
KARABATSOS	LEWIS	21	3,987.50
KARIS	NANCY	21	7,680.00
KENT-BARNES	AMY	21	29,220.81
KERWIN	DIANE	21	29,467.97
LAPERLE	ROGER	21	960.00
LEVENSAILOR	HANNAH	21	1,911.00
LYONS	JOANNE	21	24,830.02
LYONS	BRUCE	21	50,442.99
MAHONEY	SUZANNE	21	5,010.00
MARRESE	CHRISTOPHER	21	1,911.00
MATTA	EFRAIN	21	32,604.73
MAYO	DEBRA	21	31,627.86
MCCORMICK	CHRISTINE	21	80.00
MCFARLAND	RUTH	21	9,920.62
MCGLAMERY	RAYNE	21	28,271.05
MCWATERS	ANNE	21	3,428.00
MELLO	EDNA	21	5,413.80
MEYER	BARBARA	21	12,285.00
MILLER	ROBERT	21	9,828.00
MOORE	JUDY	21	2,730.00
MULCAHY	SCOTT	21	54,603.60
MYLER	JOSHUA	21	121,792.85
NILAND	BRADY	21	445.95
NOGLER	SETH	21	958.18
NURMI	JANICE	21	19,495.97
OSTASZEWSKI	MANDY	21	32,344.33
PADMANABHAN	PRAGYA	21	1,030.00
PAPIA	CYNTHIA	21	11,716.40
PARDA	DALE	21	30,025.95
PATEL	SONYA	21	25,433.04
PELLEGRITI-MILLEN	JEAN	21	19,340.30
PEURA	OKSANA	21	55,358.74
PHILLIPS	DONALD	21	798.00
PHONGSAMOUTH	MAESA	21	1,100.00
PULIZZI	DOROTHY	21	41,292.00
RAINEY	CYNTHIA	21	48,052.40
RAINVILLE	AMELIA	21	850.00

# EMPLOYEE EARNINGS REPORT

SCHOOL (NON-TEACHER)			
LAST NAME	FIRST NAME	DEPT	GROSS PAY
RIDDLE	CAROL	21	19,622.42
ROBICHAUD	LISA	21	39,894.11
ROBINSON	JAMES	21	1,725.00
ROULEAU	BRIANNA	21	19,541.68
ROUTE	JONATHAN	21	4,167.00
SAWYER	ANDREW	21	26,499.64
SCHMIDT	SHARON	21	42,711.92
SCHWINGER	ALICE	21	14,205.52
SHANLEY	KAREN	21	21,971.53
SHERIDAN	HANNAH	21	640.00
SHUTTLE	KAREN	21	55,267.20
SILVER	SUSAN	21	22,208.00
SKAGGS	TIMOTHY	21	5,661.00
SMITH	DOUGLAS	21	5,589.10
SMITH	CHRISTINE	21	24,096.25
SNYER	JONATHAN	21	91,580.80
SOLDI	LISA	21	1,000.00
STAMM	KATHERINE	21	23,820.13
STEELE	MARISA	21	3,678.00
STRAZDUS	CAROL	21	7,960.00
SUBRAMANIAN	KABILGANGA	21	3,028.00
SULLIVAN	BRENDA	21	540.00
SULLIVAN	MARY	21	1,655.00
SWEENEY-HALL	MEGAN	21	10,719.20
THOMSEN	JANE	21	30,768.87
THORNTON	ALISON	21	25,540.48
THORNTON	ASHKHEN	21	10,120.00
TOLL	ELLIS	21	27,319.21
VAN GUILDER	RODNEY	21	2,264.00
VAUDREVIL	MARJORIE	21	965.00
WAITE	CYNTHIA	21	55,228.81
WALSH	CATHLEEN	21	2,052.84
WALSH	PETER	21	48,708.50
WALTON	MARIA	21	200.00
WARD	JASON	21	2,250.00
WARREN	PAUL	21	11,535.04
WELCH-BUCCERI	JULIE	21	435.00
WICKS	ALISON	21	34,222.08
WILLIAMS	JOANNE	21	36,425.91
WILLSIE	TAMARA	21	27,046.15
WILSON	ROBERT	21	9,466.00
WOODSUM	JENNIFER	21	477.00

# EMPLOYEE EARNINGS REPORT

## SCHOOL (NON-TEACHER)

LAST NAME	FIRST NAME	DEPT	GROSS PAY
WOODSUM	JANET	21	25,502.42
WOODSUM	DAVID	21	77,572.52
WOODSUM	JOSEPH	21	560.00
ZACHARER	CHRISTINE	21	33,415.54
ZADROGA	MARY	21	81,559.40
<b>DEPT TOTAL</b>			<b>3,655,612.78</b>

## LIBRARY

LAST NAME	FIRST NAME	DEPT	GROSS PAY
ALENSON	AUDREY	30	7,448.28
ANDREWS	SUSAN	30	46,630.65
BALBRESKY	MEGAN	30	12,497.81
BOLDUC	KRISTEEN	30	42,017.67
CHAISSON	CATHERINE	30	20,781.42
DENG	FELICIA	30	57.00
DIPIETRO	FELICIA	30	7,480.84
DIPIETRO	JESSICA	30	2,531.19
FAIR	VIVIEN	30	760.00
FLOKOS	MATTHEW	30	1,440.88
GAGNON	LISA	30	70,413.00
HAYES	JILL	30	45,818.66
HOLMES	JENNIFER	30	6,368.10
KINGSBURY	ABIGAIL	30	58,641.20
KOZLOWSKI	CELESTE	30	9,579.52
MACMILLAN	JENNIFER	30	13,997.72
MCCORMACK	CONSTANCE	30	25,475.59
MUNZ	DANIELA	30	913.10
RAMAKRISHNAN	MEENAKSHI	30	1,574.24
WILSON	MARY	30	100,293.79
<b>DEPT TOTAL</b>			<b>\$ 474,720.66</b>

## HIGHWAY

LAST NAME	FIRST NAME	DEPT	GROSS PAY
ALLARD	LAURENCE	40	81,964.18
AMMESMAKI	NICHOLAS	40	69,186.41
AMMESMAKI	RYAN	40	25,891.23
BERNHARDT	ANDREW	40	48,867.08
COZZOLINO	ALFRED	40	14,763.57
DENTINO	HENRY	40	22,317.05
FISHER	JASON	40	33,420.59

# EMPLOYEE EARNINGS REPORT

## HIGHWAY

LAST NAME	FIRST NAME	DEPT	GROSS PAY
GILBERT	BENJAMIN	40	70,460.72
GILBERT	RONALD	40	97,217.42
KILHART	TIMOTHY	40	108,266.80
MILLER	JOSEPH	40	51,084.43
PESA	PAT	40	11,528.26
STACY	SAM	40	49,043.35
TILIKKALA	CRAIG	40	54,023.15
TREMBLAY	ROBERT	40	73,552.05
<b>DEPT TOTAL</b>			<b>\$ 811,586.29</b>

## POLICE

LAST NAME	FIRST NAME	DEPT	GROSS PAY
BABU	OVIDIU	50	175,200.84
BOWOLICK	NATHAN	50	627.00
CALLAHAN	MATTHEW	50	82,230.82
COATES	JOHN	50	19,192.50
COFFIN	EDWARD	50	31,091.00
DENMARK	EDWARD	50	165,558.70
DRISTILARIS	JOHN	50	26,121.83
FAHLBECK	NIKKI	50	9,884.50
FORTUNATO	DANIELE	50	85,047.75
GENETTI	CHARLES	50	94,490.16
HUGHES	SCOTT	50	103,951.25
LIMA	BENJAMIN	50	1,518.50
LUCIER	STEPHEN	50	880.00
MINER	TIMOTHY	50	87,840.47
NATOLI	PATRICIA	50	55,476.00
PARLON	DEAN	50	376.00
RILEY JR	JOSEPH	50	780.00
ROUVEL	PATRICIA	50	47,432.00
SCHAEFFER	TIMOTHY	50	85,466.26
SMITH	JASON	50	6,981.95
<b>DEPT TOTAL</b>			<b>\$ 1,080,147.53</b>

## FINANCE

LAST NAME	FIRST NAME	DEPT	GROSS PAY
AMES	LINDSAY	60	66,898.00
BOLASEVICH	LORI	60	102,955.17
BOWEN	CATHERINE	60	48,544.40
DEARBORN	CAROL	60	42,331.47

# EMPLOYEE EARNINGS REPORT

## FINANCE

LAST NAME	FIRST NAME	DEPT	GROSS PAY
FAVREAU	AMANDA	60	25,450.00
HALEY	AMY	60	42,341.00
KENNEY	MARLENE	60	78,117.20
MARK	PAMELA	60	7,149.90
WILCOX	SUSAN	60	7,321.86
<b>DEPT TOTAL</b>			<b>\$ 421,109.00</b>

## SELECTMAN

LAST NAME	FIRST NAME	DEPT	GROSS PAY
BRAGAN	TIMOTHY	61	159,341.40
DOUCET	JULIE	61	63,050.60
SCIPLE	CARL	61	6,856.92
SOBALVARRO	MARIE	61	75,414.65
STOFFEL	EDWARD	61	31,336.20
<b>DEPT TOTAL</b>			<b>\$ 335,999.77</b>

## INSPECTORS

LAST NAME	FIRST NAME	DEPT	GROSS PAY
BAKUN	JAMES	62	11,524.56
HORGAN	PHILIP	62	836.00
VELLANTE	GABRIEL	62	83,027.79
DETILLION	DWIGHT	63	5,200.00
<b>DEPT TOTAL</b>			<b>\$ 100,588.35</b>

## PARK & REC/BEACH

LAST NAME	FIRST NAME	DEPT	GROSS PAY
BEGUE	ANYA	70	6,343.80
BILODEAU	SHANE	70	3,925.75
BROWN	TREVOR	70	5,097.44
COOPER	DHARMA	70	2,871.52
FERGUSON	MARLEY	70	2,860.52
FITZSIMMONS	OWEN	70	2,042.40
GOTHORPE	WILLIAM	70	1,899.80
GOTHORPE	CONNOR	70	2,349.17
GREAYER	MEREDITH	70	1,496.84
HOPMAN	MIA	70	6,233.44
KENNEDY	BRIDGET	70	2,647.35
LORA	MARCOS	70	2,325.38
LUCK	ALEXANDRA	70	12,423.20

# EMPLOYEE EARNINGS REPORT

## PARK & REC/BEACH

LAST NAME	FIRST NAME	DEPT	GROSS PAY
MARA	LINDA	70	2,138.74
MARA	CAROLINE	70	2,468.48
MCCLAIN	TESSA	70	2,840.55
MYLES	ALEX	70	1,577.80
OSTROWSKI	KAITLYN	70	3,256.90
PESA	PAT	70	4,012.39
TAYLOR	HANNAH	70	2,494.62
TAYLOR	ETHAN	70	1,720.18
WIG	BEATRICE	70	3,942.42
<b>DEPT TOTAL</b>			<b>\$ 76,968.69</b>

## COA WORK OFF PROGRAM

LAST NAME	FIRST NAME	DEPT	GROSS PAY
ALTMAN	BARBARA	83-S	968.00
GARFIELD	THOMAS	83-S	1,000.00
GUPTILL	MARTHA	83-S	1,000.00
LONG	MEREDITH	83-S	688.00
PHILLIPS	CARLENE	83-S	504.00
SOJA	DONALD	83-S	712.00
WILLIAMSON	JOANNE	83-S	908.00
WONG	JUDITH	83-S	1,000.00
<b>DEPT TOTAL</b>			<b>\$ 6,780.00</b>

## FIRE

LAST NAME	FIRST NAME	DEPT	GROSS PAY
BARTON	WILLIAM	75	10,121.75
BAUMHOVER	STEPHEN	75	1,674.95
BERTHOUD	WILLIAM	75	4,371.30
CALNAN	PAUL	75	1,315.99
CARBONELL	CHARLES	75	40.88
CARTER	ADAM	75	62.35
CLEMENTS	ZACHARY	75	839.44
CURRAN	ROBERT	75	15,245.03
DEBETTENCOURT	FRANK	75	6,151.95
DEVANEY	MICHAEL	75	711.64
ELLIS	MATTHEW	75	3,997.82
GAMAGE	ERIC	75	2,196.70
HAZEL	DAVID	75	4,472.79
HUGHES	ADAM	75	5,766.85
KENDRICK	BENJAMIN	75	1,470.72
KENNEALLY	JOHN	75	4,136.46

# EMPLOYEE EARNINGS REPORT

## FIRE

LAST NAME	FIRST NAME	DEPT	GROSS PAY
KING	ADAM	75	2,125.37
MILLER	ANDREW	75	9,861.52
MORRIS	PAUL	75	4,873.99
NIGZUS	CHARLES	75	15,232.95
NIGZUS	WILLIAM	75	3,915.63
PEDROZA	ANIBAL	75	244.40
PERRY	ANDREW	75	79,279.74
PERWAK	BRIAN	75	3,366.72
RODRIGUEZ	DEZERAEE	75	2,363.19
SEARS	IAN	75	5,264.16
SHAW	WALTER	75	4,308.73
SHAW	JOSEPH	75	7,337.76
SICARD	RICHARD	75	107,723.20
WARREN	JUSTIN	75	12,928.02
WILLIAMS	ROBERT	75	6,734.63
WILMOT	BENJAMIN	75	493.35
<b>DEPT TOTAL</b>			<b>\$ 328,629.98</b>

## LAND USE

LAST NAME	FIRST NAME	DEPT	GROSS PAY
ALLARD	ELIZABETH	79	58,705.97
RYAN	CHRISTOPHER	79	84,202.01
<b>DEPT TOTAL</b>			<b>\$ 142,907.98</b>

## AMBULANCE

LAST NAME	FIRST NAME	DEPT	GROSS PAY
BECKMAN	MADLINE	80	200.00
BECKMAN	STEVEN	80	320.00
BECKMAN	SOPHIE	80	567.92
BURNS	COLLIN	80	102.20
COLLINS	SOPHIA	80	20.44
CONNORS	KATHERINE	80	241.76
COTTING	JASON	80	4,049.48
CURTIN	TESSA	80	2,243.52
DELEHEY	PATRICK	80	40.88
EGAN	HANNAH	80	60.88
FELDSTEIN	JUSTIN	80	621.76
FOLEY	JULIA	80	181.76
GOTHORPE	AMY	80	7,445.48

# EMPLOYEE EARNINGS REPORT

## AMBULANCE

LAST NAME	FIRST NAME	DEPT	GROSS PAY
GRANT	LEILA	80	360.00
GROVE	VINCENT	80	302.20
HUGHES	OLIVIA	80	20.00
KEEP	CELESTE	80	523.52
KUONG	ALLAN	80	582.20
LANDRY	CHRISTIAN	80	3,202.44
LOVELUCK	KATHERINE	80	480.00
MAKOSKY	COLLEEN	80	143.08
MAKOSKY	LIAM	80	320.00
MITCHELL	JUDITH	80	443.52
MITCHELL	CHRISTOPER	80	827.48
MYLES	RUTH	80	80.88
NYGREN	KILEY	80	220.00
OPENSHAW	JOSHUA	80	61.32
ORSULA	GEORGE	80	6,776.96
OVERMILLER	DEAN	80	60.00
PISAL	SAMVIT	80	1,065.72
ROCKLIN	KATIE	80	122.64
STANTEN	MEILI	80	20.44
STEVENSON	WILLIAM	80	3,595.84
SULIMAN	RAIYA	80	523.08
TODD	REGINA	80	2,597.16
TONGE	THOMAS	80	882.64
WARD	TANIA	80	841.76
WAUGH	KATHRYN	80	40.00
WHARTON	LUKE	80	843.92
WILLIAMS	SAMANTHA	80	968.36
WORDERN	KATHERINE	80	300.00
<b>DEPT TOTAL</b>			<b>\$ 42,301.24</b>

## BOARD OF HEALTH

LAST NAME	FIRST NAME	DEPT	GROSS PAY
FLYNN	ALISON	81	18,476.87
<b>DEPT TOTAL</b>			<b>\$ 18,476.87</b>

## COUNCIL OF AGING

LAST NAME	FIRST NAME	DEPT	GROSS PAY
BURNEY	DAVID	83	3,140.66
DINSMORE	SCOTT	83	5,130.30
DUMONT	WILFRED	83	968.44

# EMPLOYEE EARNINGS REPORT

## COUNCIL ON AGING

LAST NAME	FIRST NAME	DEPT	GROSS PAY
HOLLAND	MARIA	80	23,675.65
KAEGEBEIN	DEBORAH	83	68.50
MAGRATH	FRANCIS	83	2,857.79
MCINNIS	PAMELA	83	5,619.10
ROSEN	LISA	83	15,667.43
SCHOENBERG	JENNIFER	83	12,711.19
SCOTT	JEANELL	83	2,416.28
TENNESON	PETER	83	6,523.14
THOMPSON	DEBORAH	83	72,225.20
VALLADARES	JULIO	83	1,895.99
WINCHELL	CHARLOTTE	83	20,708.86
<b>DEPT TOTAL</b>			<b>\$ 173,608.53</b>

## DOG OFFICER

LAST NAME	FIRST NAME	DEPT	GROSS PAY
BAMFORD	ANN	84	3,999.96
WILLARD	PAUL	84	12,500.04
<b>DEPT TOTAL</b>			<b>\$ 16,500.00</b>

## CABLE

LAST NAME	FIRST NAME	DEPT	GROSS PAY
BISHOP	KAIA	85	2,960.47
FERGUSON	J BRINTON	85	1,014.95
HILL	TYLER	85	10.50
HOPPER	WILLIAM	85	2,349.99
TASHEVA	HRISTINA	85	39,014.91
ZULAWNIK	ANNA	85	16,501.70
<b>DEPT TOTAL</b>			<b>\$ 61,852.52</b>

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