Select Board
Minutes
Tuesday, July 10, 2018 at 7:00pm
Town Hall Meeting Room, Harvard, MA

The meeting was called to order at 7:00pm by Chair Lucy Wallace at the Town Hall. Select Board members Ken Swanton, Kara Minar, Stu Sklar and Alice von Loesecke were in attendance as well as Town Administrator Tim Bragan, Assistant Town Administrator Marie Sobalvarro and Executive Assistant Julie Doucet.

Westward Orchards – One –day liquor license hearing
Lucy Wallace opened the hearing by reading the legal notice. The one-day liquor license request is for a farm to table gathering to be held on Saturday, July 21st. Kerri Green from Westward Orchards was present. She explained the caterer hired with be preparing food with orchard grown ingredients. They will offer beer, wine and hard cider. This is a ticketed event for food and beverage but no entertainment. Green said the orchard is beginning to expand their business by trying other revenue sources such as farm to table gatherings.

On a Minar/Swanton motion, the board voted unanimously to close the hearing.

On a Swanton/Minar motion, the board voted unanimously to grant one day license to Westward Orchards.

Minutes
On a Von Loesecke/Swanton motion, the board voted unanimously to approve minutes of 6/19, as presented.

New Appointments
Council on Aging
CoA Chair Beth Williams introduced Guy Oliva and recommended him for appointment to the CoA board. Oliva is retired and now has time to volunteer. On a Sklar/von Loesecke motion, the board voted unanimously to appoint Guy Oliva to the CoA board.

Elderly & Disabled Taxation Aid Committee & Energy Advisory Committee
On a Sklar/Minar motion, the board voted unanimously to appoint Marie Sobalvarro the Elderly & Disabled Taxation Aid Committee and Ellen Sacks Leicher to the Energy Advisory Committee.

Election officials
On a von Loesecke/Swanton motion, the board voted unanimously to appoint democratic, republic and unenrolled election officials as presented by the Town Clerk.

Annual re-appointments
On a von Loesecke/Swanton motion, the board voted unanimously to re-appoint Mario Cardenas to Elm Commission and Paul Green to the Energy Advisory Committee.

Appointment modifications
On a Swanton/von Loesecke motion, the board voted unanimously to appoint Aron Clark to a three year term on Historical Commission from alternate, change Bill Johnson's term expiration to 2019 on the Community Cable Access Committee and Forrest Hodgkin's appointment from associate on Energy Advisory Committee to a regular term.

Town administrators report

Bragan announced the Attorney General has approved Articles 4 (amend Article #8 COA Bylaw numbering), 24 (Amend Code of Harvard Ch62 Licenses and Permits), 33 (Marijuana), and 34 (Groundwater Protection Overlay).

Bragan reported the Town did not receive the Complete Streets funding as there were more applications than they had funding for.

Bragan informed the board of a possible Zoning Bill (House and Senate) regarding the potential of loss of Zoning Legislation and impose "state-set zoning standards" and "override local decision-making ". This is all circulating around amendments to the Governor's focused zoning legislation (H. 4290).

Bragan said with the US Supreme Court ruled on Agency Fees being unconstitutional he has notified our unions (Police and DPW) and that if there were any personnel paying an agency fee that we would stop in July however he is unaware of any in either union.

Bragan will review potential impact of the "Grand Bargain" recently passed by the Governor. This impacts Paid Family leave and the minimum wage however it does not affect Cities and Towns unless their legislative body adopts it.

Bragan informed the board that our web-site platform provider VTS (Virtual Towns and School) was acquired by CivicPlus. He plans to monitor this situation closely to see if there are any significant changes.

Bragan reported the Personnel Board met this morning regarding the placement of the Economic Development Director and Facility Management positions within our personnel system and did not finalize it today. They will be meeting again possibly next Tuesday morning to finish this. Once they do Ihewill have Marie send an email out to let the board know what the final determination was.

Bragan said the Finance Director continues to work with the bonding people to have everything to you at the August 14th meeting for signatures. The OPM and Superintendent are continuing to push the MSBA to get the Project Funding Agreement documents finalized. On a Minar/Sklar motion, the board voted unanimously to allow Lucy Wallace as Chair or Alice von Loesecke as Vice Chair to sign on behalf of the board.

Bragan announced the Pond Committee will be holding a meeting on July 23rd regarding the proposed "Turf Field" near the pond. Everyone is invited as they will be learning about the project and exploring issues as well. This subject will eventually come before the Select Board.

In a meeting with the Superintendent of School, Bragan was informed the school is bringing the cleaning of the schools back in house and will be hiring janitors for the start of this fiscal year. They discussed several issues and the school is supplying all of the funding for the positions and benefits. Superintendent Dwight asked if the voting location for the September 4th could be moved to another location to avoid having a half day or closing school. Bragan said a change in location would require approval from the Elections Division of the State and the only possible sites, but not ideal, are Town Hall, Fellowship Hall and possibly the Catholic Church basement. The board was not in favor of moving the location. They suggested the school consider bag lunch day or moving voting into the gymnasium. Bragan will follow up with the school department.

Bragan announced the Finance Committee is meeting tomorrow night and this will be the first time in 40 years that Steve Colwell will not be on the committee. He extended his sincere thanks to him for his 40 years of service to the Town.

Bragan announced the employee appreciation cookout will be held on Wednesday, August 8, 2018 from 12:30 to 2:30 on the porch of the Hildreth House.

Bragan will prepare an application to CPC for the old library roof.

He also noted a film crew came to Town Hall today and are interested in possibly shooting a Little Women remake in town. They are interested in the Town hall, common and General Store.

Horse Meadows Knoll Conservation Restriction
Conservation Trust member Tom Cotton and Christa Collins from the Sudbury Valley Trustees were in attendance. Cotton said the trust is delighted to partner with the Sudbury Valley Trustees on the permanent protection of the Horse Meadows Knoll property. The property will have specific areas open to the public. The board members expressed their approval and gratitude for the efforts made to protect this piece of property. On a Swanton/Minar motion, the board voted unanimously to approve the conservation restriction.

Harvard Lion's Club – Volksfest
On a Sklar/Swanton motion, the board voted unanimously to approve entertainment and one day licenses for the Volksfest on Sept. 8th.

Eagle Scout proclamation
The board members congratulated Ethan Graham on achievement of Eagle Scout. On a Minar/Swanton motion, the board voted unanimously to sign proclamation for Ethan Graham.

Marijuana Community Host Agreement
The board members offered some suggested revised language. Minar asked if agreements could be specific for medical, retail or commercial. They discussed allowable terms for the agreement to be a maximum of five years and include the term in the agreement document. Bragan will incorporate their comments for further discussion.

Public Communication
Julie Snyder, 97 Woodside Road, is upset she was unable to purchase a discounted senior sticker for the Transfer Station because she does not have a vehicle registered to the senior living in her home. She has been able to make this purchase in the past. Snyder has a loan on her vehicle therefore having the registration changed is not easy and it is her husband who is the senior in her household. She asked the board to consider this situation with respect to the rules and regulations that have been set.

Dennis Rossi, 8 Harris Lane, was also upset he was unable to purchase two senior stickers this year. He is the senior but his wife is not. He said the Town Hall staff was very cordial and nice however the new policy requiring the name and address on each registration is very inconvenient. Rossi said he has been able to allow another vehicle to enter the Transfer Station with him that did not have a sticker. He is asking the Select Board to change the rule allowing a senior who is married two stickers for $35.

Bragan noted the policy is not new however it was not enforcing correctly in the past.

Beth Williams, 3 Granite View Lane, said the Transfer Station issue hit Next Door Harvard (social media neighborhood network) and has become a major topic of discussion at the Council on Aging meetings. She noted the Town Clerk's office has the ability to confirm if a senior lives in a household in town.

Strategic Plan draft
Wallace and Swanton worked on a draft document. Von Loesecke offered to use the draft as a guide to defining the town's overall vision. She will then outline actionable items that would be Select Board goals for the coming year. The board will review at their next meeting. Von Loesecke and Minar also want to incorporate timeframes.

Permanent Building Committee charge
The draft charge was reviewed. Minar strongly recommended having an Energy Advisory Committee member on the committee however others felt a liaison role was sufficient such as the Planner's role on the committee. The draft charge was revised to include the committee will seek advice from other members of town staff such as the Planner, Procurement Officer/ Town Administer and liaisons from other town committees will serve as non-voting

member. On a Swanton/von Loesecke motion, the board voted unanimously to approve charge with amendments.

Transfer Station Rules & Regulations
Swanton asked for this topic to be on the agenda. He had a similar experience as the two residents who spoke during public communication. His issue is with the senior discount only being given to a senior who has a vehicle registered in town. This rule affected him to only be eligible for one sticker instead of the two he had received in the past because his wife is not yet 65. Town Administrator Tim Bragan noted the regulations had not changed however past interpretations of the regulations was incorrect. Swanton asked the Select Board members to consider amending the policy as written. After some discussion, the board decided to amend their policy to allow for one senior discount sticker per household if a senior is residing there regardless of registration.
On a Minar/von Loesecke motion, the board voted unanimously to approve policy as amended.

Municipal Vulnerability Program (MVP)
Harvard Energy Advisory Committee (HEAC) member Eric Broadbent came to discuss the next steps in the grant process. Broadbent explained the initial grant amount is $35,000 with a secondary amount available for up to $500,000 to be used for development of an actual mitigation plan. Broadbent indicated to complete the scope of the contract a consultant is necessary. He is asking for town assistance to form a core group to coordinate the consultant selection process. He suggested the DPW Director, Fire and Police Chiefs, Land Use Administrator, Select Board member, Agricultural Commission member and an HEAC member. Broadbent noted a vetted list of consultants has been created. Wallace wondered if this could be handled by the Energy Advisory Committee with consultation from town professionals when necessary. Broadbent recommended a team different from the HEAC however if the HEAC can expedite the process by forming a sub-committee he is agreeable to that. He did admit the HEAC is a busy committee. Formation of a committee to handle oversight of the program after the consultant is hired will be decided at a later date.

Electric Aggregation
Sobalvarro explained the Community Choice Power Supply Program Aggregation Plan was developed in consultation with the Town's aggregation implementation consultant, Colonial Power Group. The plan must now be advertised for 15 days allowing for public input. After the 15 days the plan will then be submitted to the Departments of Energy Resources and Public Utilities for their approval. Broadbent said this could take up to nine months. Once the plan is approved notice will go out requesting power contracts. Colonial Power will help with that process as well. On a Minar/von Loesecke motion, the board voted unanimously to approve the Community Choice Power Supply Program as amended.

Selectmen Reports
Swanton announced his resignation. He explained he will be moving out of town and felt resigning now was the right thing to do.

The meeting was adjourned at 10:00pm.

Documents referenced:
Westward Orchards – application dated 6.6.2018
Volunteer forms: Olvia dated 6.7.2018, Sobalvarro dated 5.29.2018 & election officials dated 7.3.2018
Horse Meadows Knoll conservation restriction – dated 7.2.2018
Lions Club – Volksfest – application dated 6.13.2018
Permanent Building Committee draft – dated 6.12.2018
Eagle Scout proclamation request – dated 6.13.2018
Community Aggregation Plan – dated 7.2.2018