



**Board of Selectmen
Minutes
Tuesday, July 19, 2011 at 7:00pm
Town Hall Meeting Room**

The meeting was called to order at 7:00PM by Chair, Marie Sobalvarro in the Town Hall Meeting Room. Selectmen Marie Sobalvarro, Peter Warren, Ron Ricci, Bill Johnson and Tim Clark were all in attendance as well as the Town Administrator Tim Bragan and Executive Assistant Julie Doucet.

COUNCIL ON AGING DIRECTOR INTERVIEWS

Marie Sobalvarro gave a brief review of the process. She stated twenty seven resumes were received with five candidates interviewed and then two final interviews conducted. At this time, the Board of Selectmen asked a few questions of each candidate.

Karen Phillips, COA Director in Sterling, MA. Phillips holds a BA in Psychology and Certificate in Gerontology. She has been employed in Sterling as the Director for the past five years. She has always enjoyed working with seniors and understands the importance of advocating for senior services.

Deborah Thompson, Outreach/Volunteer Coordinator in Groton, MA. Thompson holds an MS in Counseling and a BA in Philosophy. She is prepared to take on a directorship role at this point in her career. She expressed her enthusiasm to make a difference in Harvard.

National Grid Pole Petition Hearing

Marie Sobalvarro opened the hearing at 7:40pm and invited Senior Design Technician from National Grid Iris Geeston-Price to come forward. Price explained poles are being replaced in several locations throughout town by Verizon and National Grid. She indicated the proposed pole will be solely owned by National Grid and will be a guiding pole. The pole will be located directly across from an existing pole to provide stabilization. Sobalvarro opened the hearing for public input.

Public Comment

Robert Curran, 100 Slough Road

Curran said the proposed pole will directly affect his property. He has lived in this location for eight years and asked why this request has come up now. Price explained when replacement of poles happens it becomes apparent some poles require guide poles for stabilization. Curran wonders if there may be another solution. He is concerned the guide pole and/or the anchor may adversely affect adjacent trees. Price noted the proposed pole location is in the town's right of way not on Curran's property. Curran disagrees and requested the BOS continue this hearing until an arborist or the tree warden can be consulted. He noted this decision should not be hastily made as it will affect the

visual enjoyment of his property. Tim Clark asked for some clarity on the details of how the anchor is placed.

Philip Campaigne, 101 Slough Road

He speculates the reason the pole may be bending is due to the removal of a tree when the Curran's house was built. He said the pole is bending toward his property. He did agree with Mr. Curran this may be a visual eyesore. He asked to be involved in exploring other options.

National Grid representative Iris Geeston-Price said she would set up a site meeting with a town representative, residents and the tree warden. On a Ricci/Johnson motion, the board voted unanimously to continue the hearing to the August 2nd meeting at 7:00 pm.

Public Communication

Marie Kaufmann, 56 South Shaker Road,

Kaufmann was present to speak of behalf of the League of Women Voters. She referenced the recent newspaper article concerning the possible foreclosure of the Great Elms property and the Harvard Inn. She said the article stated Victor Normand (Harvard Non-Profit Trust Properties) approached the Municipal Affordable Housing Trust to authorize funds to hire a consultant to assist with rectifying the situation. The MAHT did not vote in favor of this. She said considering the MAHT's first purpose is the preservation of affordable housing it should be a priority for them to assist these properties. She noted the recent vote of the BOS to approve the Affordable Housing Plan surely means we do not want to lose any existing housing. She said the League strongly encourages the BOS to focus their attention on this issue.

Eric Broadbent, 73 Oak Hill Road

Broadbent gave a brief update on the Solarize Mass program. He said four households have committed so far and they hope to reach 300 kilowatts by September. They are now strategizing on ways to create more public outreach. They plan to do a town wide mailing and are hopeful a streamline permit process will be in place soon.

PILOT PROJECT UPDATE– former library

Pilot Project committee members Willie Wickman, Pat Jennings and Pam Cochrane were present. They provided a profit & loss statement and budget. They also provided a list of building uses, in-kind donations and notes from a meeting held with local organizations where they discussed the mission/structure of each group and how a cultural center would impact existing groups. Marie Sobalvarro asked if the BOS members had any questions. Bill Johnson asked looking ahead to 2012 do they see the Program Coordinator as a town employee or a new town position. Sobalvarro said this is a temporary position for now. She also noted this position is separate from the town. Town Administrator Tim Bragan confirmed the town has no responsibility as far as workers compensation or unemployment benefits are concerned. Johnson wondered when a 501c3 would be established. Willie Wickman said they would have a better idea in September or October and would come back to the BOS then. She noted the vote taken at the Annual Town Meeting is to eventually have the building run independently. At this time the pilot

project building. Bragan said he has done some research to try and determine the operating cost from the time the Pilot Project began. He explained it is difficult due to the addition of the Cable Committee and Veteran's Agent offices. He also noted meetings continue to be held there. He said there have been some increases but nothing substantial and with the diverse usage in the building you can not pinpoint the reason for the increases. He also noted the installation of programmable thermostats as another variable. Bragan commented on the Pilot Project being organized under the former Municipal Buildings Committee. Where does that leave them now? He said technically the building would be handled under the day to day operations which are the responsibility of the Town Administrator but he personally feels his office is unable to manage what the Pilot Project is doing now. He understands the goal is to have the ongoing operation of this building off the taxpayer rolls. The question becomes once a 501c3 is established can the community/cultural center concept be sustainable. Ron Ricci asked what the next steps will be. Sobalvarro confirmed the Pilot Project will come back in September or October with more information. Tim Bragan will investigate how to apportion operating costs. Peter Warren stated some funds from the project should go toward the operating costs. Pam Cochrane thanked the Selectmen and those who have supported the project.

APPOINTMENTS

Employee

Treasurer/Tax Collector

Finance Director Lorraine Leonard introduced Debbie Nutter as the recommendation for appointment as the Treasurer/Tax Collector. She explained eight resumes were received and four interviews conducted. They narrowed the pool to two and conducted two final interviews this morning. Leonard said Nutter is currently the Assistant Tax Collector in Pepperell and will be a good fit in the Finance Department. On a Ricci/Johnson motion, the board voted unanimously to appoint Debbie Nutter as Treasurer/Tax Collector. Leonard said a similar process was conducted for the Assistant Assessor position and recommended current employee Sue Fitterman for appointment.

On a Ricci/Warren motion, the board voted unanimously to appoint Sue Fitterman as Assistant Assessor.

Council on Aging Director

On a Ricci/Johnson motion, the board voted unanimously to accept the COA board recommendation to appoint Deborah Thompson as COA Director.

OUT OF STATE TRAVEL

On a Ricci/Johnson motion, the board voted unanimously to approve out of state travel for the Finance Director. Peter Warren stated it is important for all department heads to have the ability to use out of state travel for their professional development.

APPOINTMENTS

Committee

Bare Hill Pond Watershed Management Committee

Committee Chair Bruce Leicher explained two members (Jeff Ritter & Nick Browse) are not seeking re-appointment. The committee is recommending Paul Wood to fill one

vacancy. They will continue to seek another resident to fill the other vacancy. The two other interested volunteers Morey Kraus and Peter von Loesecke will serve as associate members which do not require appointment from the BOS. He explained to maintain a good balance of abutters vs. non-abutters on the committee. It did not make sense to appoint them as voting members.

On a Ricci/Warren motion, the board voted unanimously to appoint Paul Wood to the Bare Hill Pond Watershed Management Committee.

Energy Advisory Committee

Committee Chair Brian Smith introduced Jim Elkind for appointment as a voting member and Matthew Coke as associate member. On a Clark/Ricci motion, the board voted unanimously to appoint Mathew Coke as associate member and Jim Elkind as a full voting member with terms expiring in June 2012.

Historical Commission

On a Clark/Ricci motion, the board voted unanimously to recognize Ken Swanton as nominee from the Planning Board to the Historical Commission.

Capital Planning & Investment Committee

Marie Sobalvarro said the committee has recommended Debbie Ricci be re-appointed for another term. She invited the other candidate Dave Kassel to come forward for a formal interview. Based on his impressive qualifications the board members agreed Mr. Kassel could be helpful with the sewer or the municipal building projects. On a Warren/Johnson motion, the board voted unanimously to appoint Debbie Ricci to the CPIC.

REGIONAL DISPATCH PRESENTATION

Town Administrator Tim Bragan, Police Chief Ed Denmark and Fire Chief Rick Sicard were all present. Bragan narrated a power point presentation on the Devens/Nashoba Valley Regional Dispatch Project. Bragan explained Chief Garrity from Devens provided this presentation and has been the lead person involved with this proposal. He said the facility would be housed in the former Shirley School located at 270 Barnum Road. Police Chief Ed Denmark said the original research began back in 2006 and was updated in 2009. Denmark stated a regional dispatch center will be an improvement of services with operational capacity and effectiveness, response times, preparedness, interoperable communications, data and information sharing and coordinated training. He said the approximate cost savings for Harvard would be \$139,224 for the first year. He also noted this will allow the communities participating to meet the mandate under EMS 2000 (July 2012) which requires dispatchers on duty 24/7. Bragan said the Inter-Municipal Agreement must be executed for all funding and to move the project forward. Included in the presentation was a detailed draft operating budget, projected salary and fringe budget details and staffing projection. In conclusion, the benefits include improved services, lower operating costs, more staff to handle multiple calls, access to better training and experience, modern stat-of-the-art equipment and meeting mandates of EMS 2000 legislation. Denmark said the cost savings look good but we must account for money to cover shortfalls and salary for a full time person on site during business hours. Denmark anticipates the overall savings for the town to be around \$75,000

conservatively. The board members agreed the public must be put on notice and given the opportunity for their questions and concerns to be addressed. They decided to hold a public information session on Monday, August 1st. The presentation and Q&A will be posted on the town website requesting questions for the forum are submitted to the Town Administrator. Also, they suggested having the Cable Committee broadcast this portion of the meeting separately on the local cable channel.

SEWER COMMISSIONERS

Marie Sobalvarro proposed posting the need for Sewer Commissioners on the town website with possible appointments at the August 2nd meeting. The Sewer Commission liaison was tasked with drafting skill sets to be posted. Tim Clark wondered if it may make sense to hire a professional considering the time that will be involved. Sobalvarro intends to find interested individuals before considering if a paid position is necessary. On a Ricci/Warren motion, the board voted unanimously to draft description of a sewer commissioner to be posted on the town website and solicit applications for submission.

Sewer project update

Town Center Sewer Building Committee Chair Chris Ashley said thirty plans have gone out and bid packages are due July 28th. Once all the proposals are in we will know if any circuit breakers have been tripped and if there is a need for a Special Town Meeting.

ANNUAL KEN HARROD BIKE RIDE

On a Ricci/Warren motion, the board voted unanimously to approve the Ken Harrod bike ride to be held on September 11th subject to approval by the public safety department.

MINUTES

Ron Ricci made a motion that was seconded by Peter Warren to accept minutes of April 2, June 21 & June 28. Tim Clark said he was fine with the June 21st & 28th minutes but had issue with the April 2nd set. He provided an addition to the minutes and asked for approval of this set at the August 2nd meeting. Ron Ricci noted the usual process regarding minutes is for any changes to be sent to the Executive Assistant for revisions so a final version can be distributed prior to the meeting. He did not understand why this process was not followed. Marie Sobalvarro suggested appending to the minutes but the other members were not agreeable to that. Ricci again noted all board members were given ample time to supply their changes to the minutes. He felt it unacceptable to not approve them tonight. He suggested Clark vote against them if he is in disagreement. He felt it unfair for Clark to not provide his changes prior to the meeting. Sobalvarro did agree this was frustrating. Clark again suggested deferring the approval until August 2nd and said he was unable to provide revisions sooner. Bill Johnson suggested amending the minutes in real time.

He made the following additions to the minutes previously distributed in the packets:

- Motion made by Bill Johnson to endorse article 34 seconded by Ron Ricci passed by majority vote.
- Motion made by Bill Johnson to endorse article 35 seconded by Marie Sobalvarro passed by a majority vote.

- Motion made by Bill Johnson to support article 21 seconded by Tim Clark passed by majority vote.

He inserted the motions after the first paragraph titled Preparation for the Annual Town Meeting. On a Ricci/Johnson motion, the board voted to approve the amended minutes of April 2nd. (Ricci – Aye, Johnson – Aye, Warren – Aye, Sobalvarro – Aye, Clark – Nay)

The meeting was adjourned at 10:15pm.

Documents referenced:

COUNCIL ON AGING DIRECTOR INTERVIEWS - Cover letter/resumes from candidates Deborah Thompson and Karen Phillips.

National Grid Pole Petition Hearing – Petition from National Grid dated 6.8.2011, map dated 5.16.2011, abutters notice dated 6.28.2011

PILOT PROJECT UPDATE– former library – profit & loss statement dated fy2011, Budget dated fy2012, description & schedule of uses dated 6.30.2011, in-kind donations dated fy2011

APPOINTMENTS - Employee – resume Debbie Nutter (Treasurer/Tax Collector)
Committee

Bare Hill Pond Watershed Management Committee

Energy Advisory Committee

Capital Planning & Investment Committee

Volunteer forms: Elizabeth Brittany Hogan dated 6.23.2011

Morey Kraus dated 6.21.2011

Peter vonLoesecke dated 6.21.2011'

Paul Wood dated 6.21.2011

Jim Elkind dated 7.5.2011

Matthew Coke dated 5.5.2011

David Kassel dated 4.10.2011

REGIONAL DISPATCH PRESENTATION – presentation and Q&A