



**Board of Selectmen**  
**Minutes**  
**Tuesday, May 22, 2012 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, Ron Ricci, Tim Clark, Bill Johnson and Lucy Wallace were all in attendance as well as the Town Administrator Tim Bragan and Executive Assistant Julie Doucet.

**MINUTES**

On a Wallace/Ricci motion, the board voted unanimously to approve minutes of 4/17 and 5/1, as amended.

**AMBULANCE SQUAD APPOINTMENTS**

Ambulance Director Steve Beckman was present to request the appointment of Katie Keefe, Sean Kennefick, Jackson McWade and Lucas Hickok. He described the value each candidate will bring to the squad. Beckman said he is requested they be appointed through June 30, 2012 and he will also include them in the roster for annual appointments which will run through June 30<sup>th</sup> of 2013. On a Clark/Johnson motion, the board voted unanimously to appoint list submitted for membership through June 30, 2012.

**FINANCE ASSISTANT APPOINTMENT**

Treasurer/Tax Collector Debbie Nutter was present to introduce Susan Curtin for appointment as the new Finance Assistant. Nutter explained several resumes were received and interviews were conducted by her and Finance Director Lorraine Leonard. The board asked a few questions of Curtin and she gave a brief description of her work experience. On a Ricci/Wallace motion, the board voted unanimously to appoint Susan Curtin to the Finance Department.

**BOARD RE-ORGANIZATION**

Ron Ricci opened the nominations by nominating Lucy Wallace for Chair. The board voted unanimously in favor.

Lucy Wallace opened the nominations for Vice Chair by nominating Tim Clark. The board voted unanimously in favor.

Lucy Wallace opened the nominations for Clerk by nominating Marie Sobalvarro. The board voted in favor. Sobalvarro abstained.

Bill Johnson excused himself from the meeting at 7:15pm.

## **TOWN ADMINISTRATOR REPORT**

Tim Bragan announced the current openings on the Finance Committee as requested by the Moderator Robert Eubank. He said two three year terms are up this year along with two yearly appointed associate positions. Bragan said Eubank intends to present qualified candidates to the Board of Selectmen at their June 19<sup>th</sup> meeting. Letters of interest including qualifications should be submitted by June 8<sup>th</sup>.

Bragan provided the BOS with details for the upcoming Memorial Day ceremonies. He said the parade will begin at 10:00am.

Bragan reminded the BOS their next meeting will be held on Monday, June 4<sup>th</sup> at 9:00am. He said our auditor will be in attendance to go over a few items. He confirmed the Strategic Planning Session date and time was finalized for Tuesday, June 5<sup>th</sup> from 7:00pm to 10:00pm. He added the location has not yet been determined. He asked the board members to provide him with desired liaison assignments and agenda items by June 29<sup>th</sup>.

## **SELECTMEN REPORTS**

Tim Clark reported three months ago the town applied for a “SunShot Grant”. He explained as a Solarize community we were a joint applicant with other towns. The funds awarded are to be utilized to determine differing and expensive costs related to permitting, zoning, metering and connection processes required to install and finance solar systems. He said Harvard was granted \$20,000 as part of this program which may require us to provide administrative support if necessary. Clark said the grant was pursued by the Energy Advisory Committee with Eric Broadbent and Jim Elkind taking the lead. The kickoff meeting will be held on May 30<sup>th</sup>.

Ron Ricci reported the Harvard Inn had been sold through auction last week to a Harvard resident. He indicated the proceeds do not quite cover the mortgage balances (Inn and Elms) and other expenses incurred. Ricci said the auction set for the Elms has been cancelled. He said one tenant is still located at the Inn but will be relocating shortly. He confirmed all Uniform Relocation Act requirements have been satisfied. Ricci said the Municipal Affordable Housing Trust Fund will continue to investigate options for the Elms property.

Marie Sobalvarro reported the Municipal Building Committee (MBC) has met and is continuing with phase two.

## **HARVARD CONSERVATION TRUST – West Bare Hill Road**

Selectmen Lucy Wallace recused herself from this agenda item as she is a member of the trust. Trust member Molly Cutler was present and explained the land on West Bare Hill Road was gifted to the trust by former resident Elizabeth May. Neighboring land owner Dennis Murphy approached the trust to purchase this land and agreed to place a

conservation restriction on it. Cutler said Mr. Murphy plans to maintain the 1.50 acres in its natural state. On a Ricci/Sobalvarro motion, the board voted to endorse the conservation restriction.

#### **FRUITLANDS MUSEUM LIQUOR LICENSE CHANGE**

On a Clark/Ricci motion, the board voted unanimously to endorse Form 43 for reconsideration due to a change on the Board of Directors.

#### **GINNY THURSTON SCHOLARSHIP**

On a Sobalvarro/Clark motion, the board voted unanimously to transfer \$135 from the Rantoul Trust account to supplement the Ginny Thurston scholarship fund for 2012.

On a Clark/Ricci motion, the board voted unanimously to endorse candidate selected by Selectmen Ricci and Sobalvarro.

#### **REQUEST TO MASSDEVELOPMENT**

The board decided to formally request MassDevelopment go out to bid for their next police contract and to provide a copy of the police operation study that was completed. Ron Ricci and Tim Clark will work on drafting a letter which will include a specific timeframe for preparation of the Request for Quotes (RFQ). The letter will be copied to Ayer, Shirley and Senator Jamie Eldridge.

#### **RESIGNATION**

On a Clark/Ricci motion the board voted unanimously to accept Wade Holtzman's resignations from the MBC and MAHT and send a letter of thanks.

#### **OTHER BUSINESS**

Tim Clark initiated a conversation about the town's ability to allow alcohol consumption in municipal buildings. Tim Bragan said insurance liability coverage will need to be considered as well as development of policies. Julie Doucet will solicit other communities for copies of policies already in place.

The meeting was adjourned at 8:15pm.

Documents referenced:

**AMBULANCE SQUAD APPOINTMENTS** – spreadsheet dated 5.2.2012

**FINANCE ASSISTANT APPOINTMENT** – Curtin cover letter/resume dated 5.6.2012

**HARVARD CON. TRUST – West Bare Hill Road** – restriction dated 5.22.2012

**FRUITLANDS MUSEUM LIQUOR LICENSE CHANGE** – Form 43 dated 5.22.2012

**GINNY THURSTON SCHOLARSHIP** - Swindells letter of interest dated 4.30.2012

**RESIGNATION** – Wade Holtzman letter of resignation dated 5.2.2012