



**Board of Selectmen
Minutes
Tuesday, October 2, 2012 at 7:00pm
Town Hall Meeting Room**

The meeting was called to order at 7:00PM by Chair, Lucy Wallace 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 Sobalvarro/Johnson motion, the board voted unanimously to approve minutes of 9/4, as amended.

On a Sobalvarro/Johnson motion, the board voted unanimously to approve the minutes of 9/18, as presented.

APPOINTMENTS

Cultural Council

Chair Alice Bartram was present to introduce Elinor Stapleton and Edith Joyce for appointment. She indicated there are currently two three year positions open. Stapleton and Joyce spoke briefly on their experience and interest in serving on the council.

On a Sobalvarro/Johnson motion, the board voted unanimously to appoint Elinor Stapleton to a three year term on the Cultural Council.

On a Sobalvarro/Johnson motion, the board voted unanimously to appoint Edith Joyce to a three term on the Cultural Council.

Dispatchers

Police Chief Ed Denmark was present to request the appointment of two part time dispatchers. Matthew Christy and Elizabeth Goldsmith introduced themselves and gave brief descriptions of their experience and qualifications. On a Clark/Ricci motion, the board voted unanimously to appoint Matthew Christy and Elizabeth Goldsmith as part time dispatchers.

1ST ANNUAL BROMFIELD HOMECOMING – Fun run and parade

Lucy Wallace said she had met with Chief Denmark and Homecoming organizer Suzanne Dutkewych earlier in the day. Chief Denmark said he was hesitant at first considering the activity in the center due to the annual Flea Market but once safety measures were agreed upon he was comfortable. He said the parade will be limited to only vehicles and be escorted by a police officer. Also, prior to the parade beginning if the Chief determines the area to be too congested the parade will be called off. Marie Sobalvarro suggested the organizers contact the League of Woman Voters who hosts the Flea Market. On a Ricci/Clark motion, the board voted unanimously to approve the fun run and parade.

STYROFOAM RECYCLING

Bromfield sophomore Jayne Sullebarger attended the meeting to explain the project she is working on to achieve the Girls Scouts Gold Award. She is interested in starting a program for Styrofoam recycling at the Transfer Station. She plans on holding two events a year with the first one on January 5, 2012. She intends on advertising the events a number of ways along with educating the community on how Styrofoam recycling works. On a Ricci/Clark motion, the board voted unanimously to authorize use of the Transfer Station subject to meeting with DPW Director and the Transfer Station Committee for purposes of starting a Styrofoam recycling program.

RESIGNATIONS

On a Sobalvarro/Clark motion, the board voted unanimously to accept resignations from Steve Rowse CPC, Bill Blackwell Energy Committee and Michelle Swearingen from the Ambulance Squad and send letters of thank for their service.

ECONOMIC DEVELOPMENT COMMITTEE (EDC) UPDATE

EDC members Elaine Lazarus, Rich Maiore, Duncan Chapman, Chris Ashley and James Stevens were all present. Chair Elaine Lazarus distributed an outline which included their tasks, current status and new initiatives.

Lazarus began by acknowledging two tasks the EDC has completed:

- Recent legislation signed by the Governor including Harvard in the Economic Target Area (ETA)
- Approval at Town Meeting of modifications to the sign bylaw (Worked on with Planning Board)

Lazarus said the areas the EDC is continuing to work on are:

- Public outreach to landowners and developers. She requested the EDC be provided with a town email address. This will allow the committee to establish a communication strategy with channels to inform residents on EDC related developments as well as providing a single point of contact that has a professional look.
Tim Clark offered the idea of communication going through the land use office.
- Determining physical viability of link with Devens to supply water and receive sewer.

Lazarus confirmed the EDC supports the Town's efforts related to the hiring of a Town Planner.

Lazarus outlined two new initiatives based on the Master Plan survey:

- Evaluation and feasibility of locating a grocery store in the C District and will produce a White Paper on the subject.
- Evaluate and prepare a White Paper on locating a restaurant in the C District.

BOS questions/comments

Tim Clark asked if the EDC plans to broaden their scope of work to other commercial areas in town. Lazarus said the EDC mission is specific to the C District and her understanding is the mission would need to be change by the BOS/Planning Board and most likely approved at a town meeting. Ron Ricci applauded the EDC for following up with results from the Master Plan survey to facilitate a grocery store and restaurant. He said focusing on the grocery store may help to revitalize businesses in town. Lucy Wallace and Marie Sobalvarro agreed there are a number of things to consider when investigating a grocery store. Wallace wondered how we can incorporate the commercial/industrial district from Devens. Lazarus admitted it is difficult to make decisions when we do not know what will happen but at least we can investigate what we can do and factor that information into the larger process.

Planning Board questions/comments

PB Chair Michelle Catalina referred to the five year plan submitted by the EDC. She was concerned after reviewing the objectives that there has not been enough communication with the residents in North Harvard. She encouraged the EDC to work on this. She does not want lack of communication to hinder any efforts put forth by the EDC. She said in her experience it has become apparent residents want to feel they are part of the process. The EDC members understood the point and again stated why a dedicated email address for the EDC would be beneficial. Catalina said she also supports the concept of EDC including all businesses in town.

PB member Tim Schmoyer said Harvard's zoning has always been more protective than directive. He wondered if the EDC could utilize the funds approved for the Master Plan to develop a design plan of the commercial district as outlined in the Master Plan. He said a plan would give residents a sense of how this land could look. Lazarus said the EDC would certainly be open to assisting the Planning Board with something like this. Tim Clark and Lucy Wallace noted any plan would be hypothetical because it would ultimately be up to the landowners. Schmoyer understands this but feels a plan showing what the Ayer Road commercial district could look like would be useful to share with businesses. Bill Johnson pointed out the funds are under the control of the Planning Board so it is up to them to decide how the funds are spent. Duncan Chapman said the Master Plan provides a lot of good direction and liked the idea of creating a plan which fits into the vision. PB member Joe Hutchinson noted approximately \$8,000 (actual amount is \$10,000) of the \$100,000 appropriated for Phase II of the master plan were specifically budgeted for developing a vision for the C district.

There was some discussion on how to address tax diversification in the commercial district. Wallace said it is important activities in the district are attractive to land/business owners so they can think more collaboratively. Johnson said initial commercial development will be mostly driven by tax diversification and as the district evolves we can begin to focus more on the types of services that are right for Harvard. Johnson said it is good the EDC has decided to tackle the grocery store/restaurant questions so we can determine how or if they fit into the overall vision. Joe Hutchinson asked about costing for sewer and water. Lazarus said the EDC plans to investigate this further.

Wallace thanked the EDC. She offered them time on any upcoming BOS agenda if they have an update or wanted to get information out to the residents.

EAGLE SCOUT PROCLAMATION

On a Clark/Sobalvarro motion, the board voted unanimously to endorse proclamation as presented.

TOWN MEETING DATE

On a Ricci/Clark motion, the board voted unanimously to set the Annual Town Meeting date for Saturday, April 6th and the town election to be held with Tuesday, April 9th.

MASSDEVELOPMENT BOARD OF DIRECTORS MEETING

Lucy Wallace reminded the members of the upcoming MassDevelopment Board of Directors meeting to be held on October 11. She asked if the BOS was interested in preparing a statement for the meeting or sending questions ahead of time. Marie Sobalvarro volunteered to draft their request for a date when the Devens policing contract will go out to bid.

ANNOUNCEMENTS

Ron Ricci announced the School Committee has prepared a survey related to the Superintendent search which can be accessed through the town website.

Bill Johnson announced the Bare Hill Pond boat ramp and lower parking area will be closed for construction and draw down which will begin October 15th. Residents who store kayaks or canoes should make plans to remove them.

The meeting was adjourned at 8:47pm.

Documents referenced:

- APPOINTMENTS** - Elinor Stapleton volunteer form dated 9.8.2012
Edit Joyce volunteer form dated 9.26.2012
Dispatchers – letter from Chief Denmark dated 9.26.2012
- STYROFOAM RECYCLING** – handouts dated 9.26.2012
- RESIGNATIONS** – letter from Steve Rowse dated 9.30.2012
letter from William Blackwell dated 9.25.2012
letter from Michelle Swearingen dated 9.25.2012
- EDC UPDATE** – handout dated 10.2.2012
- EAGLE SCOUT PROCLAMATION** – letter dated 9.11.2012