



**Board of Selectmen
Minutes
Tuesday, November 19, 2013 at 7:00PM
Town Hall Meeting Room**

The meeting was called to order at 7:00 PM by Chair, Marie Sobalvarro in the Town Hall Meeting Room. Selectmen Stu Sklar, Ron Ricci, Lucy Wallace and Leo Blair were all in attendance as well as the Town Administrator Tim Bragan.

TAX CLASSIFICATION HEARING

Marie Sobalvarro opened the hearing by reading the legal notice. She then invited Regional Tax Assessor Harald Scheid to come forward. Scheid reviewed the average property values in Harvard and provided the board with statistics on having a single or split tax rate. He recommended the BOS adopt a single tax rate. On a Wallace/Ricci motion, the board voted unanimously to adopt a single tax rate for the coming fiscal year of \$17.13 per thousand. Scheid said the tax rate still requires certification from the Department of Revenue.

APPOINTMENTS

Municipal Affordable Housing Trust (MAHT)

Sobalvarro invited Greg Schmidt to come forward and explain why he is interested in serving on the trust. MAHT Selectmen representative Leo Blair said Schmidt has attended trust meetings and would be a great addition. Trust Chair Bruce Nickerson was also present and said the trust has voted unanimously in favor of Schmidt being appointed. On a Wallace/Blair motion, the board voted unanimously to appoint Greg Schmidt.

Community Cable Access Committee

Committee Chair Mitch Norcross was present to recommend Bill Johnson and Stephen Adrian for appointment to the committee. Johnson and Adrian both spoke briefly about their interest in serving on the committee. On a Blair/Wallace motion, the board voted unanimously to appoint Bill Johnson to the committee with a term expiring in June 2015 and Stephen Adrian to a term expiring June 2016.

Prospect Hill Viewshed Advisory Committee

Sobalvarro invited Marge Darby to come forward. Darby said she was willing to serve on the committee as she had done in the past. Sobalvarro stated Fruitland's Museum Executive Director Wyona Lynch-McWhite will also serve on the committee. Town Administrator Tim Bragan heard from residents Pam Durrant and Pam Eubank who also expressed interest in serving. On a Wallace/Blair motion, the board voted unanimously to appoint Marge Darby, Pam Durrant and Pam Eubank to the Prospect Hill Viewshed Advisory Committee. Lucy Wallace volunteered to be the liaison to this committee.

TOWN ADMINISTRATOR REPORT

Bragan reported Moderator Bob Eubank has appointed Bruce Nickerson as an associate member on the Finance Committee.

Bragan said the bylaw changes from the October Special Town Meeting have been approved by the Attorney General's office. He reported the Home Rule Legislation for liquor licensing has been approved and signed by the Governor.

Bragan explained the Congregational Church has filed an application with the Sewer Commission for a change in use based on the change of their footprint after a recent construction project. He said the commission approved the change and now the BOS must vote to approve the change as well. Bragan said the property also has an easement on it which also requires the application be approved by the BOS. He said he has met with the Ricciardi Brothers to review the connection location. On a Wallace/Sklar motion, the board voted unanimously to accept the recommendation from the Sewer Commission to allow for sewer connection given change in size of Congregational Church and use of easement area for connecting the sewer line.

Bragan informed the board the town hall will be closed on the Friday after Thanksgiving with employees using their paid time off. Lucy Wallace asked if the DPW Director had thought about opening the Transfer Station on an alternate date over the Christmas holiday as Christmas Day and New Years Day are both Wednesdays. Bragan said he would check into this. She also asked Bragan if he could look into the cost of placing "share the road" (walking/biking) signs on some of the more popular roads for this activity in town.

JBOS

Leo Blair reported a meeting was held in Ayer with the Harvard BOS members and quorums from Ayer and Shirley. He said they had an interesting and productive conversation on how to address a non-binding referendum seeking direction from the towns about the creation of an overlay district. Is this something town residents want to pursue? Blair said the group plans to meet again next month in Shirley to discuss further. He has sent a suggestion on how to take the next step to Ayer's Chair Gary Lucca and expects it to be shared with the group.

NATIONAL GRID POLE HEARING

Bragan said the pole location is on Whitney Road 680 ft from Littleton Road. The board decided to hold the hearing at their December 17th meeting.

TOWN HALL PROJECT

Immediate needs

Bragan said the asbestos abatement can be done the week of Dec 30th. He said the entire process will take 7 to 14 days with the second floor taking 3 to 4 days. During this time no one will be allowed in the building. Bragan explained the boxes located on the stage and in the area near the stage will be moved. He said items which are most likely surplus for the town can be sold through an auction or yard sale. He is investigating our options.

Bragan said he is also working on securing a roofing company to address repairs in need of immediate attention.

Next Steps – Public Forums

The board discussed how to proceed with completion of the project. They decided to hold two public forums on Thursday, Dec. 5th at 7:30pm and Saturday, Dec. 7th at 9:00am. The board is interested in hearing ideas from the public on ways the renovation can be completed within the budget allotted.

BOS immediate expectations:

- Set scope to renovate the town hall
- understand trade offs
- seek a new cost estimator
- determine what other information is required to work on reasonable alternatives

Sobalvarro asked the board how they wanted to handle the meetings as the town hall working group. Blair suggested dedicating most of the evening meeting time to the town hall project and possibly scheduling daytime meetings to handle other due diligence type business.

Blair offered the board his alternative design for the town hall renovation. He described moving all offices to the first floor except the Building Inspectors. He suggested using the second floor as meeting space. He would install a Lu La lift to satisfy the elevator requirement and repair the outside of the building. Blair advised the establishment of a building maintenance budget to keep the building in good condition.

The meeting was adjourned at 8:45pm.

Documents referenced:

APPOINTMENTS – volunteer forms from: Schmidt dated 11.12.2013
Johnson dated 11.12.2013
Adrian dated 11.12.2013
Eubank dated 11.19.2013