

MASTER PLAN STEERING COMMITTEE

MEETING MINUTES

July 6, 2011

The meeting was opened at 7:45am in the Town Hall Meeting Room by Kara McGuire Minar

Present: Kara McGuire Minar (PB), Jim Breslauer (Concom), Deb Pierce (BHPWMC), Chris Tracey (ZBA), Joe Hutchinson (Citizen at Large), Ron Ricci (BOS liaison to the PB) and Liz Allard (Land Use Admin)

McGuire Minar explained to those present the Request for Proposal (RFP) process.

Tracey explained the previous Master Plan update process. Tracey stated setting a firm time line is key to keeping the process going. Additionally, Tracey is worried that only a handful of people are going to work on this update and that the final Plan should represent what the residents as a whole want for the Town and not just those working on the Plan.

Pierce asked if it was necessary to update the Plan. She stated she has heard that updating the Plan would be a waste of time. McGuire Minar thought it was a shame to hear such a comment. Tracey stated that as with any business there should be a plan and for municipality that plan is the Master Plan. Pierce wondered who in Town knows about the existence of the Master Plan and how the Committee can get people involved.

McGuire Minar stated that the current Plan has good structure and that it will not require a complete overhaul. Hutchinson stated the a new Plan will be somewhat different as it will incorporate events that have taken place over the past ten years, such as Town Center Septic, the Economic Development Committee and Vicksburg Square.

The members discussed the need to return to the individual boards/commission/committees to review the previous master Plan goals and determine what their goals are for the next ten years. Breslauer asked how a ten year plan differs from the five year plan that the Board of Selectmen recently requested. It was explained that the five year plan is operational, where as the ten year is strategic.

McGuire Minar reviewed the three major issues facing Harvard over the next decade. Those being:

- The development of the commercial district along Ayer Road
- Devens disposition
- Affordable housing

Language with the RFP's from other Towns should be evaluated to aid in the drafting of Harvard's RFP. Allard will collect and distribute those RFP's. The original RFP for the update in 2000 has not been located. Allard will continue to look for that document.

The next two meetings were established for July 19th at 7:30am and July 26th at 7:30pm. On the 26th the Committee is hoping to discuss the goals that have been gathered from each of the boards/commissions/committees.

The meeting adjourned at 9:34am

Respectfully submitted,

Liz Allard Land Use Administrator/Conservation Agent