

Master Plan Steering Committee (MPSC)
Draft Minutes
Old Library, Fireplace Room
June 4, 2012

Members Present: Rich Marcello, Lucy Wallace, Jim Breslauer (Bres), Tim Clark, Michelle Catalina

Guests Present: Victor Normand

11:35am Catalina opened the meeting.

Action Items:

1. Catalina will put together the changes to the Charge for the MPSC to be approved at the Planning Board meeting tonight.
2. Bres will make the changes to the RFP and try to get them out by 6/6/2012. He will send them to the MPSC, Liz Allard and Normand.
2. Rich Marcello will put together a list of questions for the potential consultants based on the information he gathered doing interviews of many townspeople.
3. Tim Clark will ask Pete Jackson how they went about hiring a secretary to take minutes.
4. Tim Clark will follow up with Bragan regarding the use of a white board to leave up in the Town Hall meeting room.
5. Lucy Wallace will talk to Bob Eiland about helping with communications.
6. Catalina will forward the communications budget from the visioning phase so everyone can look it over and see if we are leaving ourselves enough \$ for Phase 2 communications.
7. Everyone should review DEAT's minutes.
8. The MPSC should ponder the communication structure between DEAT and the MPSC.

Minutes

Bres motioned to approve the minutes from May 14, 2012. Marcello seconded the approval. The minutes were unanimously approved.

Planning Board Charge

Members discussed using the PBs initial charge from the Phase I visioning process with the addition of Bres's communication piece: "The MPSC and partner consultant shall make best efforts to engage persons residing within Harvard's historic boundaries (the community) in this process. It shall, to the best of its ability, utilize a wide variety of venues and media, including forums, print and electronic media, and in-person interviews, to keep the community informed of its progress, of information gathered, of decisions pending and decisions made. Prior to making decisions, it shall strive to engage a wide spectrum of the community in public forums to discuss pending options.

No less often than quarterly it shall appear at a Planning Board meeting to discuss its progress, its plans, and any concerns or problems it sees arising.”

Catalina will put the two together for presentation and voting by the Planning Board tonight.

Discussion of the Request for Proposals (RFP).

The committee discussed the Devens background section.

Normand asked if we are still intent to do the dual trend of Harvard versus Harvard and Devens. He asked what we were going to do if the town votes and no decision can be made (a 50/50 vote). He asked what if it is not clear what direction to go in?

Wallace thinks the town wants more information and that we will be able to make a decision.

Catalina asks how the PB can complete the Master plan if the town can't make a decision?

Clark mentioned a severability clause.

Normand said that by doing dual track analysis, much of the work will already be done during the Devens piece to fill out the rest of the plan. Gave an example, if purchasing conservation land is important to you and Harvard's fiscal analysis reports there is not money for this, but Harvard + Devens reports there is \$ for this, it will be part of the Devens decision, but also information for finishing the Master Plan.

Also, if Harvard wants to expand its commercial base we have no land to do this unless we take Devens. He thinks we should take the economic choices and overlap the cultural and social changes. If you don't present a dichotomy, you won't get to the end.

Clark said we want to go through this process but we also have to see where the public falls.

Bres reminded us the consultants will get the information such as whether taking jurisdiction of Devens will allow Harvard to establish 200 more acres of conservation land (for example).

The group decided to take the word disposition out of the proposal. It was agreed that we are not going through disposition but making a land use plan. Disposition will be changed to direction so as not to confuse the consultants. The vote we are suggesting we take in the proposal is a precursor to a disposition. It will allow the town to make a Master Plan and give the town a direction. In order not to confuse the consultants this needs to be made clear.

Bres will make the changes to the RFP so this is clear.

Marcello asked if the two phases of this process are coming across in the RFP?

Clark asked about using two different consultant groups? It was thought that the cost of educating 2x, and the repetition of work were not worth it.

Marcello said there may not be low lying fruit (easy items to pick off by the consultants at the beginning) so are we going to phase it or not?

Devens is NOT A BLANK SLATE. We are not starting from zero and we don't want the consultants to start from zero. The consultants need to understand where we are at.

Normand had two important points to make:

1. He wants to make sure the consultants are building on work that has already been done. He does not want any work the DEAT has already done to be repeated by the consultants.
2. Public input is the key, but before the consultants are tasked with answering the public's questions he wants to make sure their questions are being filtered through DEAT. DEAT has good answers to many, but not all questions. He wants the consultants to fill in the holes, not start from scratch.

Bres mentioned that it was envisioned that DEAT would become a major part of the working group for Devens. Normand cautioned that DEAT has avoided looking at any social or cultural implications of Harvard taking jurisdiction of its historical boundaries.

Normand stated that the DEAT report to the Selectmen should be ready around July 1st and suggested that all members access DEAT's meeting minutes.

Catalina asked Normand to further explain the relationship between DEAT and the MPSC. Normand thinks we need to have a strong, working communication in place. The MPSC will set up a process for interacting with DEAT.

Update from Clark regarding last weeks action items.

1. Bragan has no problems with the MPSC hiring a secretary. We need to determine how to do this, do we need to get bids, etc? Tim Clark will figure this out by talking with Peter Jackson of the MPC committee and asking him how they hired someone.
2. Bragan said no to having a white board with our updates on it displayed, but Clark thinks he will talk with him again and see if he can get a different answer.

Recruitment of Volunteers:

Didi Chadran is willing to help with communications.

Bruce Eiland would also be a good fit for communications. Lucy will call him.

Bruce Leicher would like to be on the schools working group.

Adjournment

The meeting was adjourned at 12:45pm.

Signed: _____
Michelle Catalina

