

**HARVARD PLANNING BOARD
MEETING MINUTES
May 17, 2010
APPROVED: June 7, 2010**

Chairman Joe Sudol opened the meeting at 7:31pm in the Town Hall Meeting Room

Members Present: Joe Sudol, Kara McGuire Minar, Craig Bardenheuer, Lisa Fox, Wayne McFarland and Michelle Catalina

Others Present: Liz Allard (LUB Admin) and Jamie Allard

Approval of Minutes

Bardenheuer made a motion to accept the minutes of April 26, May 1 and May 3, 2010 as written. McFarland seconded the motion. The vote was unanimously in favor of the motion.

Planning Board Organization

After a brief discussion McFarland made a motion to appoint Sudol as the chairman of the Planning Board. Bardenheuer seconded the motion. The vote was unanimously in favor of the motion. Sudol made a motion to appoint McGuire Minar as Vice Chair. Fox seconded the motion. The vote was unanimously in favor of the motion. Bardenheuer made a motion to appoint Fox as the clerk. McFarland seconded the motion. The vote was unanimously in favor of the motion.

Appointment to other Boards & Committees

The following appointments were by the members in regards to other Boards and Committees:

Master Plan Implementation Committee – Sudol, who will remain as chair
Montachusett Regional Planning Commission – Catalina
Montachusett Joint Transportation Committee – Bardenheuer
Community Preservation Committee – Sudol
Open Space & Recreation Plan Implementation Committee – McFarland

Board of Selectmen Letter - Vicksburg Square

Sudol informed the members that the Planning Board was copied on a letter the Board of Selectmen has sent to Mass Development requesting public hearings and open forums for the Towns of Harvard, Ayer and Shirley in regards to the development of Vicksburg Square to obtain more residential input during the process.

Planning Board Goals/Action Items 2010

Sudol stated with the Annual Town Meeting (ATM) being scheduled in March for 2011 the Planning Board needs to start working on any Zoning Amendments almost immediately. Sudol added that the Master Plan needs to be updated by 2012; the remainder of 2010 should be used to determine what will need to be updated and what type of consultation will be needed to complete the task of updating the document. Bardenheuer thinks it would be good to get the major stakeholders together and determine what their plans are. Sudol would like members of the Board to review the Master Plan for discussion at the August meeting. Sudol will review and develop a matrix of what has been implemented within the current Master Plan. Sudol will also tabulate the Zoning Amendments recommended within the Affordable Housing Plan for consideration at the 2011 ATM for discussion at the June 7th meeting.

As for other Bylaw Amendments, Sudol noted that there is a difference in the allowance for a grocery store between the commercial district (125-23A(4)) and the business district (125-22A(2)(a)). The Bylaw has several items that are contradictory and should be resolved.

Adjournment

McFarland made a motion to adjourn the meeting at 8:45pm. Fox seconded the motion. The vote was unanimously in favor of the motion.

Signed: _____
Lisa Fox, Clerk