

**HARVARD PLANNING BOARD
MEETING MINUTES
MARCH 21, 2011
APPROVED: June 7, 2011**

Chair Kara McGuire Minar opened the meeting at 7:34pm in the Town Hall Meeting Room under M.G.L. Chapter 40A and the Code of the Town of Harvard Chapter 125

Members Present: Kara McGuire Minar, Craig Bardenheuer, Michelle Catalina and Peter Brooks

Others Present: Liz Allard (LUB Admin) and Valerie Hurley

Board Member Reports – Committee Activities

Bardenheuer stated that he attended the recent Montachusett Joint Transportation Committee meeting held at Montachusett Regional Planning Commission (MRPC). The Committee discussed the construction that will begin to expand the Littleton Train stop at Interstate 495 this summer. Improvements to the Ayer train stop are back in front of the Sate and are being reconsidered. New traffic counts shall begin again this spring. Catalina suggested roads that intersect with Ayer Road be requested this year. McGuire Minar suggested the intersection of Still River Road and Prospect Hill Road be included as well. Members agreed to further discuss locations to be requested for traffic counts this year at the April 25, 2011 meeting. Bardenheuer stated the results of MRPC survey Regional Transportation Plan yield a low response from the region. Members felt that the information obtained may not be very useful due to the low number of responses.

Catalina stated the Community Preservation Committee (CPC) recently met and discussed the Towns ability to bond. The CPC did not approve as many projects as it has in the past since most request were not for an actual project, but rather place holders of funds should something come up. In addition, the CPC is aware that the Municipal Building Committee, should the article at Town meeting pass, will be requesting half a million dollars for improvements to municipal buildings.

McGuire Minar attended the latest Economic Development Committee (EDC) meeting, at which the discussion of making the entire Town an Economic Target Area was discussed, rather than just the commercial district. Devens Enterprise Commission (DEC) has been approached in regards to the availability of supplying sewer and water to Harvard's commercial district. EDC is looking at obtaining approximately 250,000 gallons/day from DEC. Catalina is still questioned the power the Board of Selectmen would have when it comes to Tax Increment Financing.

Continuation of the Amendments to Chapter 133 Procedural Rules and Regulations Hearing. Opened at 8:04pm

Continuation of the Protective Bylaw, Chapter 125 Amendment Hearing, Floodplain District and Zoning Map Revision. Opened 8:06pm

Annual Town Meeting Assignments

Bardenheuer will present the Floodplain District Bylaw article and Brooks will present the Zoning Map article.

Discuss Master Plan Update & Creation of Steering Committee

McGuire Minar attended the Finance Committee (FinCom) meeting last week to further discuss with the Committee members the Article the Planning Board has for the Annual Town Meeting in regards to the updating of the Master Plan (MP). The members of FinCom feel as though this request should have been done through a Capital expenditure and not as a warrant article as suggested by the Town Administrator. The request of \$100,000 was also discussed as to the

merits of such an amount. Bardenheuer suggested letting the current MP be the 2012 plan and wait and see what comes out of Economic Development Committee. Brooks suggested establishing the steering committee and have them determine what really needs to be updated. Catalina thinks there is a huge amount that needs to be changed and it would not be a minor edit. The members discussed reducing the requested amount, but were unable to make a final decision. A meeting will be posted for 8:30am on April 2, 2011 to make a final decision prior to Town meeting.

Adjournment

Brooks made a motion to adjourn the meeting at 8:57pm. Bardenheuer seconded the motion. The vote was unanimously in favor of the motion.

Signed: _____
Michelle Catalina, Clerk

Harvard Planning Board

Continuation of the Amendments to Chapter 133 Procedural Rules and Regulations

March 21, 2011

Chair Kara McGuire Minar opened the meeting at 8:04pm in the Town Hall Meeting Room under M.G.L. Chapter 40A and the Code of the Town of Harvard Chapter 125

Members Present: Kara McGuire Minar, Craig Bardenheuer, Michelle Catalina and Peter Brooks

Others Present: Liz Allard (LUB Admin) and Valerie Hurley (Harvard Press)

This hearing was continued from March 7, 2011 for the amendments to the Code of the Town of Harvard, Chapter 133 Procedural Rules and Regulations.

Catalina had minor grammatical changes to the regulations, which included changing the term "Parties in Interest" to "Parties of Interest" to be consistent with the definition in §133-4. §133-5 needed changes to the requirements of posting meetings to be consistent with the revised Open Meeting Law. Grammatical changes were made to §133-8, 133-9, 133-15, 133-30 and 133-36.

With no further comments from the members, Bardenheuer made a motion to accept Chapter 133 Planning Board regulations as amended above. Catalina seconded the motion. The vote was unanimously in favor of the motion.

Signed: _____
Michelle Catalina, Clerk

Harvard Planning Board

Protective Bylaw, Chapter 125-54 Amendment, Floodplain District & 125-42 Zoning Map Revision

March 21, 2011

Chair Kara McGuire Minar opened the meeting at 8:06pm in the Town Hall Meeting Room under M.G.L. Chapter 40A and the Code of the Town of Harvard Chapter 125-50

Members Present: Kara McGuire Minar, Craig Bardenheuer, Michelle Catalina and Peter Brooks

Others Present: Liz Allard (LUB Admin) and Valerie Hurley (Harvard Press)

This hearing was continued from March 7, 2011 and is for amendments to the Protective Bylaw, Chapter 125 of the Code of the Town of Harvard, to add a new section, 125-54 Floodplain District Bylaw and correct an error made during the 2010 annual Town meeting in regards to the Zoning Map.

Allard explained to the members that the Department of Conservation and Recreation has stated that the notification of alteration requirement, previously removed from the proposed Bylaw by Town Counsel, is required and could be placed within the Conservation Commissions regulations. The Commission has approved the addition to their regulations.

With no further questions or comments in regards to this amendment Bardenheuer made a motion to accept the addition of 125-54 Floodplain District Bylaw to the Protective Bylaw to be presented at the April 2, 2011 Annual Town Meeting. Catalina seconded the motion. The vote was unanimously in favor of the motion.

The article as drafted by Town Counsel in regards to the Zoning Map was reviewed. The members agreed that the language from "and" to "§125-42 Attachment 1" be removed as no where in the Protective Bylaw or on the Map itself does it state "Attachment 1". With no further revisions or comments to this article, Bardenheuer made a motion to accept the revised language to correct the error made during the 2010 Annual Town Meeting at which the Zoning Map was referenced to be a part of 125-43 to be presented at the April 2, 2011 Annual Town Meeting. Catalina seconded the motion. The vote was unanimously in favor of the motion.

Signed: _____
Michelle Catalina, Clerk

DOCUMENTS & OTHER EXHIBITS

Continuation of the Protective Bylaw, Chapter 125 Amendment Hearing, Floodplain District and Zoning Map Revision

- Annual Town Meeting Article 41: Amendment Protective Bylaw Zoning Map Section