

**HARVARD PLANNING BOARD
MEETING MINUTES
APRIL 25, 2011
APPROVED: June 7, 2011**

Chair Craig Bardenheuer opened the meeting at 7:35pm in the Old Library under M.G.L. Chapter 40A and the Code of the Town of Harvard Chapter 125

Members Present: Craig Bardenheuer, Michelle Catalina, Wayne McFarland and Peter Brooks

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

Election of Officers

Bardenheuer made a motion to elect McGuire Minar as the Chair of the Planning Board. McFarland seconded the motion. The vote was unanimously in favor of the motion.

McFarland made a motion to elect Bardenheuer as the Vice Chair of the Planning Board. Catalina seconded the motion. The vote was unanimously in favor of the motion.

Bardenheuer made a motion to elect Catalina as the Clerk of the Planning Board. McFarland seconded the motion. The vote was unanimously in favor of the motion.

Master Plan Establish Steering Committee

The Board discussed the make up of the 2002 steering committee and the need for additional individuals with the creation of new committees, such as the Economic Development Committee or the Agricultural Advisory Committee. A letter had been drafted requesting representatives from each of the Towns boards, commissions and committees. Bardenheuer asked that the letter be sent to him for his review, with hopes of getting it out by the end of this week. It was suggested that the previous committee members be asked if there were any items that should have been previously included or anything that they wished to have seen done.

Annual Traffic Count Request

Request for traffic counts from Montachusett Regional Planning Commission have not yet been received, but the Board wanted to be prepared for when that request is made. The Board agreed that key route through Town should be considered, as well as the routes from Route 2 to Still River. Catalina would like to have the corridor of Ayer Road from Route 2 to the Ayer Town line, along with the tributary roads to Ayer Road in that corridor completed. The Board would be interested in hearing from the Police Department on any "hot spots" that they would like to have considered for traffic counts. Allard will follow up with the Police Chief.

Approve Revised Affordable Housing Plan

Allard explained that last year when the Affordable Housing Plan was sent to the State for approval it was returned with some minor comments that needed to be incorporated and then returned back to the State for approval. Unfortunately, Joe Sudol assumed that the report was all set and did not need to be sent back to the State, so approval was never obtained. The State requested that information in regards to appealing a ZBA decision not to issue a Comprehensive Permit under the assertion of certification. With the change in the year in which this Plan is approved, Allard has modified the years as indicated within the Plan. With no further questions, McFarland made a motion to accept the changes made to the Affordable Housing Plan. Catalina seconded the motion. The vote was unanimously in favor of the motion.

Response to Building Commissioners Letter

Brooks stated that he reviewed the decision made by the Board in September and feels that it was left open and vague and can not blame the Building Commissioner (BC) for not enforcing the decision. Brooks recommended that the conditions should have been numerated within that

decision. Members noted that the letter that the BC sent to the Board of Selectmen in November of last year clearly discusses the jersey barriers, so he is well aware of the issue at hand. The Board agreed to take a look at the original decision and plan as well as the plan submitted last September to determine an appropriate course of action and how to clearly spell out what it is they are looking to achieve. Allard will collect and distribute the necessary information.

Adjournment

Brooks made a motion to adjourn the meeting at 8:14pm. McFarland seconded the motion. The vote was unanimously in favor of the motion.

Signed: _____
Michelle Catalina, Clerk