

**HARVARD PLANNING BOARD
MEETING MINUTES
MAY 7, 2012
APPROVED: May 21, 2012**

Vice Chair Michelle Catalina opened the meeting at 7:30pm in the Town Hall Meeting room under M.G.L. Chapter 40A and the Code of the Town of Harvard Chapter 125

Members Present: Michelle Catalina, Tim Schmoyer, Rich Marcello and Joe Hutchinson

Others Present: Liz Allard (LUB Admin), David Le Roy (Ross Associates), Bill Blackwell (HEAC), Jim Breslauer and Sydney Blackwell (Harvard Press)

Town Meeting Round Up

Schmoyer asked about the amendments made on the floor and how they are approved. It was explained that the amendments are sent by the Town Clerk to the Attorney General (AG) within thirty days of Town Meeting. The AG then has ninety days to approve or disapprove of those amendments.

The commercial solar photovoltaic installation bylaw provision and continuing the work was discussed and will be further discussed at the next meeting. Schmoyer would like to develop a time frame to work on the provision.

School Committee Request for Input re: Solar Array at Harvard Elementary School

Bill Blackwell, of the Harvard Energy Advisory Committee, was present at the request of the School Committee, in order to determine if there are any zoning issues with the installation of solar arrays on the roof of the Harvard Elementary School (HES). Blackwell stated the panels would be installed on the gym roof and would not be visible from anywhere. The system being installed is 5.3kW, which will be only small portion of the overall energy consumed by HES. Marcello had no comments on the proposal. Schmoyer asked if the Building Commissioner (BC) had any issues with the request. Blackwell stated the BC questioned the roofs capability to support the load of the panels. The School Committee did not want to move forward with investigating that until they were certain there were no other zoning issues. Both Hutchinson and Catalina had no issues with the proposal. Catalina will draft and send a letter to the School Committee expressing there are no concerns as far as the Planning Board is concerned. Schmoyer made a motion to provide feedback that there are no objection or Town regulations prohibiting the installation of the solar arrays at HES. Marcello seconded the motion. The vote was unanimously in favor of the motion.

Election of Officers

After a brief discussion the following motions were made:

- Hutchinson made a motion to elect Brooks as Vice Chair of the Planning Board. Marcello seconded the motion. The vote was unanimously in favor of the motion.
- Marcello made a motion to elect Catalina as the Chair of the Planning Board. Hutchinson seconded the motion. The vote was unanimously in favor of the motion.
- Hutchinson made a motion to elect Allard as Clerk of the Planning Board. Catalina seconded the motion. The vote was unanimously in favor of the motion.

Approval Not Required – Hall & Triantaris, Madigan Lane

David Le Roy, of Ross Associates, was present to present the Approval Not Required plan submitted on behalf of Hall & Triantaris on Madigan Lane. Le Roy explained that the land swap is two equal parcels of equal size to allow a driveway that encroaches on to Lot 1 from Lot 2 to be contained within Lot 2. With no questions, Schmoyer made a motion to endorse the Approval Not

Required plan filed on behalf of Hall & Triantaris on Madigan Lane. Catalina seconded the motion. The vote was unanimously in favor of the motion.

Master Plan Steering Committee Phase II Update

Now that Annual Town Meeting has approved the request for \$100,000 to complete Phase II of the Master Plan the question for the Master Plan Steering Committee (MPSC) is do they make changes to the members of the MPSC or keep it the same as it was during Phase I? The MPSC has an incredible communications job to do for Phase II. There are differing opinions amongst the MPSC members on what the make-up of the committee should be. Making use of Devens Economic Analysis Team is a good idea since they have had an intimate relationship with Devens. Phase II is the ideal time to have a members of the School Committee be a part of the MPSC on a regular basis. Subcommittees of the MPSC may be needed as well, such as a communications subcommittee. Marcello stated the MPSC needs to frame out what the work will be and what kind of questions you want answered.

Jim Breslauer, a member of the MPSC, thinks that the way Planning Board set up the Phase I Steering Committee was excellent. The next meeting of the MPSC is scheduled for next Monday evening. Hutchinson would like to continue to have the once a month evening meeting.

Review Internal Appointments

Members discussed and agreed upon the following in regards to internal appointments:

- Master Plan Steering Committee – Michelle Catalina
- Montachusett Regional Planning Commission – Joe Hutchinson
- Montachusett Joint Transportation Committee – vacant
- Community Preservation Committee – Michelle Catalina
- Historic Commission – Ken Swanton (expires 2014)
- Open Space & Recreation Plan Implementation Committee – Rich Marcello
- School Committee Long Range Planning Subcommittee – Rich Marcello
- Economic Development Committee – Tim Schmoyer

Approval of Minutes

Schmoyer made a motion to accept the minutes of March 5, 2012 as amended. Hutchinson seconded the motion. The vote was unanimously in favor of the motion.

ZBA Request for Comments – Solar Design Associates, LLC 50 Woodchuck Hill Road

Hutchinson decline to comment on the request as an investor in the Community Solar Garden. Catalina read the email from Brooks dated April 24, 2012 in regards to accessory use. Schmoyer believes Brooks's statement only addresses the use and not the denial of the building permit as a commercial operation in the Agricultural-Residential (AR) district. Members further discussed the propose plan and agreed that it is in fact a commercial development within the AR district. Catalina will draft a letter to the ZBA to be reviewed and approved at the May 21st meeting.

Adjournment

Hutchinson made a motion to adjourn the meeting at 8:47pm. Marcello seconded the motion. The vote was unanimously in favor of the motion.

Signed: _____
Liz Allard, Clerk

DOCUMENTS & OTHER EXHIBITS

Approval Not Required – Hall & Triantaris, Madigan Lane

- Form A and Checklist, received by the Town Clerk, May 2, 2012
- Plan of Land in Harvard, Mass, owned by John E. and Frances N. Hall & George Triantaris, Job No. 28024, Plan No. L-11862, dated May 2012

ZBA Request for Comments – Solar Design Associates, LLC 50 Woodchuck Hill Road

- Email from Peter Brooks to Liz Allard, cc Michele Catalina, no subject, dated April 24, 2012