

**HARVARD PLANNING BOARD
MEETING MINUTES
SEPTEMBER 17, 2012
APPROVED: October 15, 2012**

Chairwoman Michelle Catalina opened the meeting at 7:33pm 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, Peter Brooks, Rich Marcello and Joe Hutchinson

Others Present: Liz Allard (LUB Admin) and Steve Ballard (Whitman & Bingham)

Board Member Reports – Committee Activities

Catalina stated she had received a copy of the Economic Development Committee's (EDC) Five-Year Strategies and Objective Plan and asked that members of the Board review it for discussion at the next meeting. Catalina is concerned with EDC's plan to aggressively pursue connecting to Devens for sewer.

Approval of Minutes

Marcello made a motion to approve the minutes of August 20, 2012 as amended. Catalina seconded the motion. The vote was unanimously in favor of the motion.

The August 13th minutes were deferred to the next meeting to allow for Hutchinson to create a reline version to be distributed to the members for their review.

Continuation Site Plan Approval – Shaker Hills Country Club, 146 Shaker Road

Steve Ballard, of Whitman & Bingham Associates, was present to represent the applicant. A letter has been received from the Harvard Fire Chief indicating he is okay with access to the proposed pavilion as it pertains to emergency vehicles. The letter indicates trees will need to be removed in order to safely gain access to the location. Ballard was agreeable to a condition within the Site Plan Approval that would limit tree removal to those indicated by the Fire Chief. Catalina asked what the hours of operation would be. Ballard stated the same as the club hours, which he believes are 9:00am to dusk. Brooks suggested the hours of operation at the pavilion could be limited to the hours of operation of the club house. Marcello agreed with the suggestion. Hutchinson was not sure, as there may be individuals who may come off the course and want a drink before heading home. It was explained the limited hours of operation would be for the pavilion only and not the club house, which is located in the Town of Ayer. Hutchinson was agreeable to Brooks suggestion. Ballard asked for an additional amount of time after sunset. Members agreed to 30 minutes after sunset.

With no further questions or comments Hutchinson made a motion to approve the Site Plan as presented with the following conditions:

- ❖ Trees will be cut as directed by Harvard's Emergency Services Director, Chief Richard Sicard, to make the pavilion more easily accessible by ambulance.
- ❖ The pavilion will operate from business opening until 30 minutes after sunset.
- ❖ An as built plan shall be filed with the Building Inspector at project completion.

Brooks seconded the motion. The vote was unanimously in favor of the motion.

Revised Five-Year Strategies and Objectives FY13 –17

Catalina stated the Board has received additional instructions from the Board of Selectmen in regards to the requirements of this years submittal of the Five-Year Strategies and Objective

Plan, which she has not completed as of yet. A final plan will be available at the October 1st meeting for members to approve.

Planner Update & Make Timeline for Planner Discussions

Catalina stated she had started drafting a letter to other Boards and Commissions in reference to determining if a Planner is necessary. The letter is asking for input from all who may have a use for a Planner and invite them to come to the Planning Board to discuss those needs. Catalina still needs to investigate the governance structure; she is not sure how it would work if the Planner is supervised by the Town Administrator. Hutchinson asked what the Planning Board would want the Planner to do. Catalina stated the planner would be able to write required plans such as a Housing Plan, as well as being the liaison for affordable housing.

Devens Economic Analysis Team Presentation Discussion

Catalina asked the members what they thought of the report given at the previous meeting by the Devens Economic Analysis Team (DEAT). Marcello thought it was good. Hutchinson felt he got two different messages, one from Green saying the Town should wait and try and get more numbers and one from Chapman which indicated getting Devens out of the black should be the focus. Marcello stated financial analysis is negative today and that it would trend upper ward over time. The other thing heard in the report was the cost structure is bound. If you know what your cost are you can plan to break even in the future. Do the financials not make the difference as to when to pull the trigger in taking back Devens? Hutchinson questioned if there would be a difference between how Devens is operated currently and how it will operate should Harvard take back its historical boundaries.

Brooks stated he needs to see the report; he is puzzled by some of the cost assumptions; he needs to see a build-out of Devens and the comparables. Catalina stated the triggers and identifying them is the key to making a decision. Marcello stated the interesting thing would be to see if all stays the same, does Harvard have a severe tax problem.

Marcello has gotten to a place where it does not make sense to do a Master Plan without knowing the future of Devens; he believes it would be best to jointly work with DEAT to develop different scenarios. Marcello believes all of the data is there right now and, with a session or two of joint problem solving the Planning Board (PB) could frame the problem and maybe even solve it. In addition, Marcello believes it does not make sense to spend money on a consultant until the Devens problem is properly framed, though he could support hiring a consultant if the scenario analysis called for it. Catalina stated PB would have to go back to the Finance Committee to ask for different money to hire a consultant to aid in the determination of Devens; the BOS may need to take it over at that point.

Adjournment

Brooks made a motion at to adjourn the meeting at 8:42pm. Marcello seconded the motion. The vote was unanimously in favor of the motion.

Signed: _____
Liz Allard, Clerk