

**HARVARD PLANNING BOARD
MEETING MINUTES
OCTOBER 15, 2012
APPROVED: November 5, 2012**

Chairwoman Michelle Catalina opened the meeting at 7:36pm 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, Rich Marcello, Tim Schmoyer and Joe Hutchinson

Others Present: Liz Allard (LUB Admin), Bruce Stamski and Rich Maiore

Approval of Minutes

Marcello made a motion to approve the minutes of September 17, 2012 as amended. Hutchinson seconded the motion. The vote was unanimously in favor of the motion.

Marcello made a motion to approve the minutes of October 1, 2012 as amended. Schmoyer seconded the motion. The vote was unanimously in favor of the motion.

Discuss Economic Development Committee Appointment – Bruce Stamski

Bruce Stamski was present to discuss his appointment to the Economic Development Committee (EDC). Stamski was a member of the EDC when it was first created, but has been out of the State for the past year and is now seeking to be re-appointed. Stamski is a Civil Engineer, who worked for the Town of Acton for several years as the Department of Public Works Director. Schmoyer asked Stamski if he had any thoughts on Devens and the Master Plan. Stamski stated he had not had an opportunity to look at those issues in depth as of yet; as a previous member of EDC, Stamski researched water and sewer from Devens. It is his understanding things have progressed more on that subject matter in which his expertise could be utilized. Stamski stated he has been in Town full-time since 1997 and has an interest in the appropriate development of the Town. Hutchinson asked Stamski how familiar he is with the problems with Devens. Stamski stated the issues are not thoroughly on his radar as of late. Hutchinson stated the issues play into the commercial district in Harvard and its development.

The Board thanked Stamski for attending this evening to discuss his appointment to the EDC. With no further questions or comments, Hutchinson made a motion to appoint Bruce Stamski to the Economic Development Committee to fill the seat of Chris Ashley. Marcello seconded the motion. The vote was unanimously in favor of the motion.

Board Member Reports – Committee Activities

Schmoyer stated he attended the recent meeting of the Economic Development Committee (EDC) at which Catalina was also in attendance to discuss the comments of the EDC in regards to a Planner (see Planner Update below). Schmoyer is interested in locating the information gathered during the process of developing the Ayer Road Village Special Permit (ARV-SP) provision of the Protective Bylaw, including the visual drawings. Schmoyer would also like to get a copy of the 2007 CDM Transportation Plan. Members suggested Schmoyer speak to Tim Clark in regards to the ARV-SP. Allard has the 2007 Transportation report in the office.

EDC would like to attend the November 19th meeting of the Planning Board to discuss the possibility of funding for a conceptual vision plan for the Ayer Road corridor. Members had several questions regarding the plan and its concept. Schmoyer stated the questions will be answered by the EDC at the November 19th meeting.

Hutchinson stated maybe the EDC has gone as far as they can go with the Ayer Road corridor, until Harvard figures out what is going to happen with Devens. Catalina wondered if others were

interested in expanding the commercial district to include areas such as that on Mass Ave at the Boxborough town line. Members agreed they too were interested in seeing commercial development in other suitable areas, such as the one mentioned by Catalina. Marcello stated unique stores would be needed to attract consumers and make business viable; there are already a boat load of chain restaurants within a 5 –10 mile radius of Harvard. Marcello added boutique type business would be suited better for town center. Marcello also wondered what the probability is of these types of businesses coming to Town.

Schmoyer stated the EDC has received informational packets from the Nashoba Valley Chamber of Commerce to distribute to the local businesses. Members asked Schmoyer to get a packet so they can have a better understanding of what it contains. EDC is also working on a calendar of communication events and obtaining new email addresses from the residents of north Harvard to update the list provided by Catalina.

Discuss Devens Economic Analysis Team Report

The members briefly discussed the report recently released by the Devens Economic Analysis Team (DEAT). Members would like to meet with the DEAT to further discuss the report. Catalina will contact the chair of DEAT to set up a meeting.

Discuss 2013 Annual Town Meeting Warrant Articles

Members agreed to discuss this matter at the next meeting.

Planner Update

Catalina stated the memo in regards to the Planner has been distributed to all of the Boards and Committees. Catalina has received some feedback; as well she has met with the Municipal Affordable Housing Trust, Economic Development Committee (EDC) and the Conservation Commission (Concom). The EDC is in support of the position as it would take pressure off of volunteers. Concom thinks it is premature since we do not know our direction with Devens. Allard reported the Zoning Board of Appeals (ZBA) wondered if consultants could be hired to complete specific tasks. Additional, the ZBA does not think it is a good idea to increase the budgets to pay the salary and benefits of an additional employee.

Schmoyer stated EDC had the opinion that a full-time planner would create a contact that could gain institutional knowledge over time. Catalina stated it may be difficult to justify a full-time position. Marcello stated if Harvard takes back its historical boundaries of Devens at some point down the road, this position would be the first phase of the staffing required to run Devens. Hutchinson thinks institutional knowledge is important to the position. Catalina will be presenting the information she has gathered at the November 5th meeting. Hutchinson states as a general principle he would like a Planner, but does Harvard need one now and what will the Planner do.

Master Plan Progress

Catalina had drafted and distributed a framework for the Request for Proposals, which Marcello thought is exactly what Planning Board needs. Catalina stated it is a very rough draft that still needs some work. Hutchinson suggested the document should include economic development. Catalina asked how so. Hutchinson stated he would like to know what Robert Walker plans for Devens and how that may affect Harvard's development of the commercial district. Marcello thinks what Hutchinson is looking for may fit under section D of the draft. Members agreed to further review and discuss at the next meeting.

Adjournment

Hutchinson made a motion at to adjourn the meeting at 9:31pm. Marcello seconded the motion. The vote was unanimously in favor of the motion.

Signed: _____
Liz Allard, Clerk

DOCUMENTS & OTHER EXHIBITS

Discuss Devens Economic Analysis Team Report

- ❖ DEAT 2012 Annual Report, dated September 24, 2012

Master Plan Progress

- ❖ Document titled Devens Decision, undated