

Harvard Task Force Background and Protocols

1. Mission and Function

- a. This body serves as an advisory board to the Boston Redevelopment Authority (BRA). Its members are appointed by the BRA Director in consultation with the Mayor's office. (See below.)
- b. BRA staff will coordinate the functioning of the Task Force and play an integral role in organizing and running meetings and setting agendas, in collaboration with the membership and any selected leaders (i.e., Chair, co-Chair, Vice Chair).
- c. BRA staff will work with Chair to keep meetings on track, create an atmosphere conducive to respectful and tolerant dialogue, resolve differences, and help Task Force move beyond disagreements.
- d. The primary function of the Task Force is to provide feedback to the BRA on matters related to Harvard's planning and development in North Allston and North Brighton. This includes proposed development undergoing review and implementation of associated community benefits.
- e. Because Harvard has a large presence in the neighborhood beyond its purely institutional buildings, feedback from the Task Force on broader planning issues related to Harvard's impacts or landholdings will at times be appropriate. However, the Task Force is not intended to be an advisory body on all issues relating to planning and development, nor does it have a formal role in determining the future uses of Harvard's properties. However, Task Force input will be actively sought and considered.

2. Membership

- a. The Task Force can range between 10 – 16 members.
- b. Membership is intended to reflect a broad range of perspectives and demographic groups. The aim is to create a body that is broadly reflective of the population while also including the business community and civic groups.
- c. Members represent the area north of I-90 – both Zip Code 02134 and 02135, i.e., North Allston and North Brighton, respectively - and should live in that area or represent a business interest or civic organization that is based in or serves the area. The Task Force Chair, co-Chair, Vice Chair, etc., must live in the neighborhood in question.

3. Attendance, Vacancies and Appointments

- a. Members are expected to attend a majority of the meetings. Attendance will be recorded by the BRA.

- b. If any Task Force member misses over 25 percent of meetings in a six month period, BRA staff will coordinate with leadership to confirm the member's interest in continuing to serve. In the event that the member misses over 25 percent of the subsequent meetings over the following six months, it will be assumed that the member intends to resign unless Task Force members and BRA staff find a compelling reason to recommend continued participation.
- c. The process for adding or replacing Task Force members will begin annually in January with a request to the elected delegation, the Mayor's office, and local residents to recommend nominees.
- d. Nominees will be presented to the Mayor's office and BRA Director for appointment.

4. Leadership

- a. If the Task Force membership opts to implement a leadership structure, the Task Force Chair and other leadership will be selected by vote of the membership in May and appointed for a one-year term, with the possibility of reappointment for additional years.
- b. If the Chair is unavailable, the Task Force Vice Chair, if there is one, will preside over meetings.