

**MINUTES
SELECTMEN'S MEETING
GRIFFIN ROOM, TOWN HALL
MONDAY, NOVEMBER 5, 2018
6:30 P.M.**

APPROVED

SELECTMEN PRESENT: Ballantine, Howell, Kavanagh, MacAskill, McManus

OTHERS PRESENT: Town Administrator Christopher Clark, Chief Clarke, Carolyn Carey, Dan Pelletier, Amy Bullock, Dan Tworek, Tom Sherry, Jack Brown, Chris Harlow, Matt Hart, Angelo LaMantia, Jim Joyce, Jim Atkinson, Joe McParland, Dawn Bloom, Meggan Eldredge, and others.

WEEKLY BRIEFING

Ms. Carey reported on recent and upcoming Community Center events.

PUBLIC COMMENTS/ANNOUNCEMENTS

- A. Accept Proceeds from the Irish Pub Road Race for the Harwich Fire Dept. – Brendan O'Reilly

Chief Clarke discussed the longstanding tradition of the Irish Pub Road Race and thanked Mr. O'Reilly for his continued support of the Fire Department through this event. Mr. O'Reilly presented Chief Clarke with the proceeds from the race and the Board also thanked him for his continued support through the years.

PUBLIC HEARINGS/PRESENTATIONS *(Not earlier than 6:30 P.M.)*

- A. Annual Meeting

- 1. Finance Committee

Mr. Brown, Vice-Chair, delivered the annual report of the Finance Committee and took questions and comments from the Board.

- 2. Capital Outlay Committee

Mr. Harlow, Vice-Chair, delivered the annual report of the Capital Outlay Committee and took questions and comments from the Board.

- 3. Planning Board

Mr. Joyce delivered the annual report of the Planning Board and took questions and comments from the Board.

- B. Joint Meeting with the Planning Board to discuss Accessory Dwelling Units and expanding zoning for Route 28 Downtown Retail

Mr. Harlow, Chair, called the meeting of the Planning Board to order. Ms. Greenhalgh, Town Planner, noted that the thought process she brought forward to the Planning Board is to create the by-law so that accessory apartments within an existing single family building envelope would be allowed by right but would still have to meet all the same criteria as through the Special Permit process and any accessory apartments in an accessory structure would still require a Special Permit. She noted that the Planning Board has not had a chance to vet it. Chairman Kavanagh asked the Planning Board to come back after they have had a chance to review. She said she would like to have this ready for Town Meeting.

With regard to expanding zoning for downtown Route 28 retail, Chairman Kavanagh noted that they are interested in the area from Snow Inn Road to the Stone Horse. Ms. Greenhalgh explained that the entire length of Route 28 except for 2 sections are zoned either Commercial Village or CH-1 and allow for retail and office use as they are commercial zoned districts. She noted that the areas not zoned commercial are near the Herring River and from Freeman Street heading east just past Wychmere Harbor Road and that is primarily single family dwellings. Chairman Kavanagh questioned if it is possible to give people more opportunities if there were rezoning and Ms. Greenhalgh explained there was great opposition years ago to extending the current 200' setback. Chairman Kavanagh questioned why some of the properties sit for so long in the area from Snow Inn Road to the Stone Horse and Ms. Greenhalgh responded that it is a split zone and she added that some people have come in but costs to build are just too expensive. Chairman Kavanagh asked if the Planning Board sees any opportunities that they think the Board should look at, to please bring them forward. The Planning Board adjourned their meeting.

C. Overview of Legal Services for Tax Title Property matters – Attorney Dawn Bloom

Attorney Dawn Bloom provided an overview of her legal services for pursuing tax title properties. Ms. Bloom explained the process that tax titles are referred to her office by the Collector/Treasurer, after which they research ownership and see if there are any encumbrances on record. She explained that first they send an initial demand letter and try to put people on a payment plan or discuss selling the property with them. She added that they can also file petitions in Land Court which sends their own demand notices. She noted that the ultimate goal is to get the taxes paid. She and Ms. Bullock, Collector/Treasurer, took questions and comments from the Board.

D. Harwich ADA Self Evaluation and Transition Plan – Valerie Fletcher

Ms. Fletcher, Executive Director of the Institute for Human Centered Design, and Mr. Hart, Chair of the Accessibility Rights Committee, provided a Power Point presentation of the Harwich ADA Self Evaluation and Transition Plan which is on file in the Selectmen's Office and on the Town's website. Mr. Clark discussed plans for implementation of the recommendations in the report over the next three years using as much in-house resources as we can.

E. Accessing Online Septic and Water Ties – Meggan Eldredge/Dan Pelletier

Mr. Pelletier, Water/Wastewater Superintendent and Meggan Eldredge, Health Director, provided a Power Point presentation regarding accessing online septic and water ties which is available on the Town's website. They noted that as information gets updated, the website is updated as well. They took questions and comments from the Board including discussion on the proposed Communications Coordinator and public outreach as well as communication between CDM Smith and the engineers. The Board took questions from Sharon Pfleger of the Wastewater Support Committee regarding the

need for a Project Manager versus a Communications Coordinator. Chairman Kavanagh said they would put the topic on the Board's agenda.

NEW BUSINESS

- A. Approval of request by Harwich Cranberry Festival for One-Day Wine & Malt License for event at the Cultural Center on November 12, 2018

Mr. McManus recused himself on this item. Mr. MacAskill moved approval of the request by the Harwich Cranberry Festival for a One-Day Wine & Malt License for event at the Cultural Center on November 12, 2018. Mr. Ballantine seconded the motion and the motion carried by a 4-0-0 vote.

- B. Request for use of Cable Fund in the amount of \$5,005 for installation of equipment to upgrade the Small Hearing Room

Mr. MacAskill moved to approve the request for use of Cable Fund in the amount of \$5,005 for installation of equipment to upgrade the Small Hearing Room at the request of Jamie Goodwin, Station Manager. Mr. Howell seconded the motion and the motion carried by a unanimous vote.

OLD BUSINESS

- A. Cable Use Policy – *second reading/possible vote to adopt*

Mr. Clark noted that the changes to the policy that the Board requested have been made. Mr. MacAskill moved to approve the Cable Use Policy as presented. Mr. Howell seconded the motion and the motion carried by a unanimous vote.

- B. Approval of the Revised Amended Lease Agreement between the Towns of Harwich and Chatham and the Monomoy Regional School District

Mr. Clark noted that Attorney Giorgio has approved the document as to form. Mr. MacAskill moved approval of the revised amended Lease Agreement between the Towns of Harwich and Chatham and the Monomoy Regional School District as presented. Mr. Ballantine seconded the motion. Mr. Howell noted that we have an agreement here that is 4 ½ pages long which totally replaces the text that preceded it. He stressed that there is no highlighting to indicate what language was changed to what and he pointed out that legal counsel is agreeing to this as to form which doesn't mean he is agreeing to it as to process. Mr. MacAskill said that is a fair point. He said he understood that there were no changes after it came before them the last time and he believed that Chatham just needed to vote it. Mr. Clark said legal counsel recommended that this be submitted to the Town's insurance carrier as well and the Board agreed to do so. Mr. MacAskill withdrew his motion and Mr. Ballantine withdrew his second. Mr. Clark said he would get a copy of the changes as well.

- C. Approval of changes to the Harwich liquor license bill (H4932)

Chairman Kavanagh noted that this came back to us from Representative Peake with minor changes. Mr. Howell noted that in the first paragraph it should read "the Town of Harwich" not "the Harwich" and he pointed out that there is no "Town of Harwich Port," and Harwich Port is a village within the Town of Harwich. Mr. Howell moved to accept the legislation with the changed language. Mr.

McManus seconded the motion and the motion carried by a unanimous vote. Mr. Ballantine asked that Mr. Clark check with Representative Peake to see if this will delay the legislation.

TOWN ADMINISTRATOR'S REPORT

A. Tax Title Legal Fees for FY18

Mr. Clark noted that he put information in the Board's packet about Coppola's firm regarding tax titles.

B. CVGC Cart Barn

Mr. Clark reported that the cart barn building is substantially complete and they are just working on the punch list.

C. Operating Budget

Mr. Clark reported that budget instructions have gone out and Capital Outlay Committee suggestions will be discussed at the Board's second meeting in December.

D. Departmental Reports

SELECTMEN'S REPORT

A. Committee Vacancy List

Chairman Kavanagh read the committee vacancy list.

Mr. MacAskill congratulated Cemetery Administrator Ms. Kelley on the award she received from MMA on the pet burial ground and commented on what he said was negative discussion on this topic on social media. Mr. Howell discussed the lack of appropriation for funding for the project.

ADJOURNMENT

Mr. MacAskill moved to adjourn at 8:58 p.m. Mr. Howell seconded the motion and the motion carried by a unanimous vote.

Respectfully submitted,

Ann Steidel
Recording Secretary

Related Documents - Nov. 5, 2018 BOS Meeting

- 01 Agenda.pdf
- 02 Public Comment - Irish Put Road Race.pdf
- 03 Annual Rpt - Capital Outlay.pdf
- 04 Annual Rpt - Planning.pdf
- 05 Planning - Accessory Dwelling Units.pdf
- 06 Planning - Expanded Zoning Rte 28.pdf
- 07 On-line Septic and Water Ties.pdf
- 08 Cran Fest 1-day license.pdf
- 09 Cable Fund Request.pdf
- 10 Cable Use Policy - 2nd reading.pdf
- 11 Revised Lease Agreement - Chatham-Harwich-MRSD.pdf
- 12 H4932 Amendment.pdf
- 13 FY18 Tax Title Legal Fees.pdf
- 14 Committee Vacancy List - Nov.pdf
- 15 Department Reports.pdf