



APPROVED

RELEASED

MINUTES
SELECTMEN'S MEETING
REMOTE PARTICIPATION ONLY
MONDAY JANUARY 11, 2021
5:00 P.M. (Executive Session)
6:00 P.M. (Regular Session)

Selectmen Participation: Larry Ballantine, Michael MacAskill, Stephen Ford, Donald Howell, Edward McManus

ALSO PARTICIPATING: Town Administrator Joseph F. Powers

CALL TO ORDER:

Chairman Larry Ballantine called the meeting to order after taking roll call with a quorum of four.

WEEKLY BRIEFING:

- A. Meggan Eldredge, Public Health Director, reported an update regarding COVID-19. The Town of Harwich is considered "back in the red" with statistics of active cases. She will post a graph on the website. Ms. Eldredge also reported on the re-opening plan and restrictions on restaurant capacity. Harwich is still in phase 1 of the vaccine roll out plan. Phase 2 is due to start at the beginning of February. Vaccination clinics will be set up in the future, no specific date. Outer Cape Health Services is offering free COVID-19 testing. The plan for an emergency testing center was discussed and would take place at the Community Center if needed. Lee Culver's position is being covered by retired Chief Norman Clark. Retired Deputy Chief Thomas Gagnon is still participating until the Board can fill the position.
- B. Cynthia Williams, Chamber of Commerce, reported that they are developing a plan and will be meeting with restaurant owners to discuss outdoor seating when they reopen in the spring. The deadline for the sector specific grant is January 15th. If anyone needs assistance, please contact Ms. Williams.

PUBLIC COMMENTS/ANNOUNCEMENTS.

No public comments were heard, no announcements were made.

ANNUAL COMMITTEE PRESENTATIONS

- A. Community Preservation: David Nixon reported on the Community Preservation Act (CPA). Details can be found on the CPA website. The committee is in need of one more member which would be the selectmen's 2nd appointee. Mr. Nixon also reported that attendance at the board's meetings has been excellent, all agendas and minutes have been posted. Mr. Howell complimented Mr. Nixon and the work that he has done.
- B. Conservation Commission: Bradford Chase and Amy Usowski presented their 2020 report including statistics regarding applications and permits, violations, enforcement citations and fines, care and custody of conservation land.

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Mr. Chase also discussed (1) The need for revising the bylaws for docks and piers due to the effect they have on conservation property. A discussion and clarification is also needed regarding dredging in harbor areas. (2) Present bylaws require mitigation for present developments in the buffer zone, the commission is pursuing an "in lieu fee option" as a solution. (3) Management of the Bell's Neck Conservation Land (4) A proposal to create an oyster reef in the Herring River.

Questions were asked and answered regarding the bog in East Harwich and others.

- C. Appeals Board: David Ryer reported regarding applications, permits, and variants. He also thanked members who are no longer on the board for their hard work. He recommended that the two alternates be made regular members. Minutes and agendas are posted on the town website. Mr. Howell noted that the alternates have to file a request to be made regular members. Mr. Ryer noted that the alternates said they'd filed the necessary paperwork. Town Administrator Powers will check with the staff, some processes have been made more difficult due to COVID and restricted hours.

CONSENT AGENDA

- A. Vote to approve the resignation of Leo G. Cakounces as Town of Harwich Representative to CVEC Board-effective immediately.
- B. Vote to approve the Town Administrator's recommendation to grant permission of NSTAR Electric Company D/B/A Eversource Energy for the purpose to install approximately 1620' of conduit and four manholes in town road. From Manhole labeled 10/040 on corner of Gilbert Lane to Pole #28/57 on South Street to install approximately 1250' of conduit and cable and 4 manholes on town road. From Manhole labeled 10/040 at intersection of South Street to Pole #107/6 on Gilbert. As indicated on Plan #4079745.

Mr. MacAskill moved to approve the consent agenda as listed above, 2nd by Mr. Howell. Mr. MacAskill amended his motion include "pending staff review". Also to allow the Interim Town Administrator to sign the final document and authorizing the Chair to sign.

Discussion followed pertaining to B. Rudy Goldstein from Eversource explained that the purpose of these changes would be that fewer people would experience outages. Concerns were expressed regarding existing mature trees. A solution was proposed to move forward with the project and protect the trees. Mr. MacAskill is confident moving forward on the issues with amended motion as staff will be involved and can bring issues to the board if any arise. The board would still be responsible for any attestations and certifications.

Ms. Goldstein from Eversource agreed, on the record, to move forward with the project with the staff's involvement.

Mr. MacAskill moved to approve the consent agenda, item A and item B with the amendments as noted above, 2nd by Mr. Howell, approved 5-0-0

NEW BUSINESS.

A. Discussion Monomoy Regional School District FY 2022 draft budget

Dr. Carpenter, Superintendent of the Monomoy Regional School District, made a presentation of a Draft Budget. The long term effects of the pandemic on the school system is still to be determined. Some shifting of services and staff may be necessary due to enrollment changes. A Power Point and overview of graphs showed: Enrollment Trends, Key Drivers, Capital Priorities, State Funding and Other Revenue, Town Assessments Minimal Local Contribution and other subjects of interest. Tina Games stressed that the working group recognizes the importance of this issue and that it is extremely important to have all 3 entities, Chatham Selectmen, Harwich Selectmen and the School Committee at a joint meeting.

B. Discussion-Cape Cod Regional Technical High School FY 2022 draft budget

Erin Orcutt, Business Manager of the Cape Cod Regional Technical High School presented the FY 2022 Budget still in draft form, as Superintendent Sanborn was unable attend. Enrollment trends, the effects of COVID-19 in regards to budget, Revenue Sources vs Operating Budget, What the money is used for, Capital Debt, as well as other subjects of interest.

Mr. Howell noted that there wouldn't be a tech school if not for Jimmy Marceline. He suggested that some part of the school be named for him. Mr. Howell feels that Mr. Marceline deserves permanent recognition. Ms. Orcutt will bring those remarks to Mr. Sanborn.

C. Discussion and possible vote to approve and sign the 2021 Seasonal Population Increase Estimation Form.

Town Administrator Powers presented the preliminary draft of the 2022 operating budget subject for approval. This budget is level funded per the direction of the board. Mr. Powers defined "level funded". Attention was made to Lines #95 Waste Water Operating Budget and attention to Line #99 the Cemetery Department. Mr. Powers expressed that there will be a deficit, further cuts will have to be made to balance the budget. Mr. Ballantine suggested that the board digest this for a week or two and that it be brought back in a week or two as an agenda item. Mr. McManus suggested it would be helpful to have a more detailed breakdown of the revenue side of the ledger as well as the history of the last three budget years. Mr. MacAskill had questions regarding the wastewater and monies that have been allocated and how that affects the proposed budget. Mr. Howell appreciates the depth of detail, even in preliminary numbers. Mr. Ballantine requested that Town Administrator Powers send the board members a list of the line items they should focus on. Jon Chorey of the Finance Department asked to see the Waters Departments operating budget.

D. Discussion and possible vote to approve and sign the 2021 Seasonal Population Increase Estimation Form

Town Administrator Powers asked the board if there could be a motion to provide the same number that was provided last year so he can fill that in.

Mr. MasAskill moved to provide the same number as was provided last year, 2nd by Mr. Howell and approved 5-0-0.

- E. Discussion and possible vote-2021 Common Victualers License Renewals
1. Blue Stripe LLC D/B/A Cape Sea Grille-31 Sea Street
 2. Stop &Shop Supermarkets #415 D/B/A Starbucks-Route 39& Route 137
 3. WFS Restaurant Group, Inc. D/B/A Lalouette-787 Route 28
 4. Morin-Frought, Inc. D/B/A Lighthouse Cafe-216 Route 28-*pending proof of insurance*

Mr. MacAskill moved to approve the common victualers license renewals as listed noting #4, *pending proof of insurance*. 2nd by Mr. Howell and approved 5-0-0

- F. Discussion and possible vote -2021 Auto License Renewals

1. Good Sons Motor Cars, LLC-210 Queen Anne Road Unit 12-Class II
2. Richard Centrella D/B/A Richie's Garage-191 Queen Anne Road Unit 9-Class II and Class IV
3. Peter S. Stagg-182 Route 137-Class II and Class IV

Mr. MacAskill moved to approve the 2021 Auto License Renewals 1-3 as listed, 2nd by Mr. Ford, approved 5-0-0

- G. Discussion and possible vote approving Section 1.07 of the Harwich Board of Selectmen Liquor License Regulations request for closure by licensed establishments:

1. Ember Pizza, Inc. D/B/A Ember-600 Route 28

Mr. MacAskill moved to approve Section 1.07 of the Harwich Board of Selectmen Liquor License Regulations request for closure by licensed establishments: Ember Pizza, Inc.D/B/A Ember-600 Route 28, 2nd by Mr. Howell, approved 5-0-0

CONTRACTS

- A. Discussion and possible vote for Board of Selectmen to execute Cranberry Valley Golf Course Clubhouse Entrance Site Improvements contract with Bowditch Excavating, Inc. for \$86,300

Mr. MacAskill moved to approve the Board of Selectmen to execute the Cranberry Gold Course Clubhouse Entrance Site Improvements contract with Bowditch Excavating, Inc. for \$86,300, 2nd by Mr. Howell, approved 5-0-0

- B. Discussion and possible vote for the Board of Selectmen to execute a Donation Agreement with Route 137, LLC for the construction of a sewer stub as part of the Harwich Sewer Project Phase 2 Contract 1 project for \$11,051.59

Mr. MacAskill moved to approve that the Board of Selectmen execute a Donation Agreement with Route 137, LLC for the construction of a sewer stub as part of the Harwich Sewer Project Phase 2 Contract 1 project for \$11,051.59. Mr. Howell 2nd

Mr. Powers noted that this is not related to a 40B, it is a perfunctory agreement between the property owner and the town is reimbursed for the cost. A sewer stub cannot be denied at the property, the town is being made whole absent the legal costs. This is a situation where the town is being reimbursed for the cost of the sewer stub.

The motion was approved 5-0-0

TOWN ADMINISTRATOR'S REPORT

Town Administrator Powers noted that there is a public town meeting tomorrow night, January 12th, however the board will only be in open session for the purpose of going into executive session, the board will be coming out of executive session to adjourn. The board meeting in regards to L'alouette will be postponed as an application has not yet been received.

SELECTMEN'S REPORT

Mr. Howell-no report

Mr. Conner-no report

Mr. MacAskill-no report

Mr. McManus-Noted there will be a site walk Wednesday at 1:00PM regarding the shared street application. Mr. Howell will attend.

Mr. Ballantine-no report

Mr. McAskill moved to adjourn, 2nd by Mr. Howell, approved 5-0-0

Respectfully submitted,

Judith R. Moldstad
Recording Secretary

