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**MINUTES
SELECTMEN'S MEETING
TOWN HALL
MONDAY, JULY 11, 2022
5:30 P.M. - EXECUTIVE SESSION
6:00 P.M. - REGULAR MEETING
REMOTE PARTICIPATION OPTIONAL**

RELEASED

APPROVED

SELECTMEN PARTICIPATING: Michael MacAskill, Donald Howell, Mary Anderson, Julie Kavanagh & Larry Ballantine

ALSO PARTICIPATING: Town Administrator Joseph Powers

Mr. MacAskill called the meeting to order at 5:30 p.m.

Mr. Howell moved to go into executive session to discuss items as listed below and that the Board will return to open session, 2nd by Ms. Anderson. The vote was 5-0-0 with Mr. MacAskill, Mr. Howell, Ms. Anderson, Ms. Kavanagh and Mr. Ballantine all voting aye by roll call.

EXECUTIVE SESSION

- A. Pursuant to M.G.L., c. 30A section 21 (a) paragraph 2 to conduct strategy sessions in preparation for negotiations with nonunion personnel and contract negotiations for nonunion personnel – Town Administrator and Finance Director/Town Accountant – Joseph F. Powers and Ann Marie Ellis
- B. Pursuant to M.G.L., c.30A section 21 (a)(3) to discuss with respect to collective bargaining for all town unions and the Chair has determined that open session would have a detrimental effect on the town's bargaining position
- C. Pursuant to M.G.L., c. 30A, § 21(a)(7) to comply with, or act under the authority of, any general or special law or federal grant-in-aid requirements ("Purpose 7")- the Open Meeting Law, G.L. c. 30A, § 22(f), (g)-To review, approve and/or discuss the possible release of executive session meeting minutes dated February 22, 2022; June 6, 2022; June 13, 2022; and June 27, 2022

CALL TO ORDER

Mr. MacAskill called the meeting back to order following executive session. He reported that no votes were taken on items a & b and that they did move to approve item c.

PUBLIC COMMENTS/ANNOUNCEMENTS

- A. Open Meeting Law Training - July 26, 2022 at Community Center– Sessions at 3:00 p.m. and 6:00 p.m.

Mr. Powers gave a reminder that on July 26, 2022, there will be an open meeting law training held at the Harwich Community Center. 2 sessions will be held, both covering the same material.

Mr. Howell stated that the Cape Verdean Festival will be held this Saturday at Brooks Park. Everyone is invited to attend.

Deputy Chief Kevin Considine was present and announced the retirement of special officer Bob Curry after 40 years and 2 weeks. Many can attest to the man that he is and what he has done for Board of Selectmen

July 11, 2022

the town and the Police Department. Bob has done almost every different aspect of the department and Deputy Chief Considine can credit him to where he is now. Round of applause was given from the Board and audience.

Fire Chief David LeBlanc was present and announced the retirement of Matt Eldredge who came to the department in 2001. His official last day was July 2. Next Monday at 8:30 a.m., the department will be having a swearing in ceremony for Michael Trovato. He is currently in his training period with the department. Round of applause was given from the Board and audience.

PRESENTATION/PUBLIC HEARING

- A. Public Hearing – Chase Escape Cape Cod, LLC d/b/a Summer House Café to present an update on the non-use of their Section 12, On-Premise, Seasonal All Alcohol Liquor License

Ms. Anderson read the public hearing notice.

Managing partner Thomas Paulini was present and approached the Board with a couple of handouts. The first sheet is an update on where they are at. The 2nd is a copy of the business plan that they had presented in March of 2021. At the last hearing, which Mr. Paulini stated he was not present at, a Board member brought up the topic of the septic system. In their business plan, they address the septic. Mr. Paulini questioned if the last hearing was legal because he was not able to be there. He stated that he did email Mr. Powers ahead of time to say that he would not be able to attend. Mr. MacAskill responded that the previous meeting doesn't matter at this point and that Mr. Paulini is here tonight and can provide the Board with an update.

Mr. Paulini reported that the fire alarm and sprinklers have been brought on line and have been online for 4-5 weeks. All of the doors and any other entrances are now secured with locks. The sheetrock load issue on the upper floor of the restaurant building has been removed so it is no longer a hazard. The railing on the back building stairs has been fixed and installed. Mr. Paulini stated that they have hired a general contractor will be coordinating any permits and construction going forward. Mr. Paulini has submitted a records request from the Health, Fire and Building Departments for any inspection records for the previous establishment going back 15 years. This request is to allow them to evaluate the inspection and approval process that took place. Mr. Paulini stated that they had serious concerns when they took over this building has to how it was able to be open. He noted that he has been in this business for 40 years and knows how the inspection process works.

Mr. Ballantine moved to close the public hearing, 2nd by Ms. Anderson and approved 5-0-0.

Mr. Howell commented that when business changes hands, the septic is up for grabs to be inspected and be approved. From his perspective, Mr. Howell feels that they didn't use the liquor license at all last year because of inaction and they still have no approvals from anyone to open. Mr. Paulini responded that he knows that they need the approval of Health, Fire and Building Departments and that they cannot open right now. Mr. Paulini stated that they have both a short term and long term plan for the property. As far as the septic is concerned, they were told right from the beginning that if they do anything different, septic upgrade would be triggered. Mr. Paulini stated that they already have an engineer who has done the design work.

Mr. Howell went on to say that this is a business that is not capable of opening right now and that he is unfamiliar with anyone that has held a liquor license for a year and didn't exercise it even for an hour. Now the license is up for renewal and they are still unable to open. He asked Mr. Paulini if he feels they are in a position to open. Mr. Paulini responded they are, but the first step is for them to have their general contractor get the required approvals. Mr. Paulini feels that it is

not unprecedented for the ABCC to allow for a business to not be open and hold a liquor license. Mr. Howell responded that a situation like that doesn't happen in Harwich.

Mr. Ballantine thanked Mr. Paulini for appearing and stated that he has no interest in going into the history of the property. He asked Mr. Paulini if he could provide a firm schedule. Mr. Paulini responded that they have invested well over \$300,000 and are paying rent and taxes. If they were not serious, they would have walked away. They will not have a firm date until they meet with their general contractor, but feel that they are on target to open in the next 60 days. Mr. Ballantine asked if they intent to have the septic replaced in the next 60 days. Mr. Paulini responded that the Health Department was very specific with their requirements. He reported that they did install water conservation devices in the men's room. Mr. Paulini stated that they hope to be able to open like the former establishment did to get a cash flow and then move forward with what they presented in their business plan. They would like it to be an establishment that everyone is proud of.

Nicholas Fiorillo was present and stated that in their business plan, they provided a grab and go menu where all food would be prepared off-site. It would be a very limited menu that would not tax the septic system. He stated that they have been working with the Conservation Department and had a site plan created and have been working with the landlord. He added that we are all still dealing with the impacts of COVID. Mr. Ballantine asked if because of the delay, their timeframe has changed with the septic. Mr. Fiorillo responded that they will be revisiting the septic sometime and hopes that in the next 12 months they would be able to have a much bigger grander facility that it once was. Mr. Fiorillo went on to discuss the septic system and Mr. MacAskill stated that the Selectmen are not here to talk about the septic and that they are simply looking for an update with respect to their liquor license. The Selectmen do not make decisions relative to septic systems and the Board of Health does not make decisions relative to liquor licenses. Mr. MacAskill added that while he appreciates the update, he does not want to talk about what we are going to do with respect to Board of Health decisions and that for tonight's purpose this discussion is regarding the liquor license.

Ms. Anderson commented that there might be a little bit of a credibility issue on some of the things from the last go around. She hopes that their proposed 60 day timeframe is real because they are also on a deadline with the ABCC. Mr. Fiorillo responded that the 60 day timeframe is quite real and that there is a septic on the property and the license was granted and has been grandfathered. Mr. MacAskill commented that there is no such thing as grandfathering. Mr. Paulini stated that he would speak with the Health Department regarding the septic. Mr. Fiorillo went on to try and discuss the septic system and Mr. MacAskill again told him to stop talking about the septic and that he would have him removed from the room if it continued. Mr. Fiorillo responded that this is a public meeting. Mr. Powers commented that Mr. MacAskill was invoking his right under the public records law to maintain a quorum which is his lawful right. Mr. Fiorillo left the hearing room.

Ms. Kavanagh asked Mr. Paulini what their timeframe is to meet with their general contractor. Mr. Paulini responded that they would be meeting on Thursday morning. Ms. Kavanagh asked if they anticipate that they will be able to make all required corrections within the proposed 60 days. Mr. Paulini responded that if the septic becomes an issue, that it obviously would not be able to be installed in the 60 days. They anticipate 60 days based on his general contractor's ability to do the work. Ms. Kavanagh asked if the general contractor has met with the Building Department yet. Mr. Paulini responded that they have not. Ms. Kavanagh stated that 60 days seems ambitious to her and that there are a lot of different deadlines that will affect the liquor license. Mr. Paulini stated that he would reserve comment on the liquor license for a future date.

Mr. Powers asked that with Mr. Paulini being present that the Board may wish to inquire of him what his legal mailing address is as the town has made various attempts to try and make contact with the establishment. The town has been receiving returned mail and there are emails that have

been un-responded to for 2 months. Mr. Paulini and his partner have been negligent in providing the town with an appropriate legal mailing address and through the Chair, Mr. Powers asked Mr. Paulini to confirm what they consider their mailing address to be. Mr. Paulini asked what address was returned as undeliverable. Mr. MacAskill asked Mr. Paulini to confirm what their mailing address is. Mr. Paulini responded 126 Main Street, West Harwich. Mr. Powers responded that is not their legal mailing address. Mr. Paulini then stated 3 Kales Way as their mailing address.

Mr. Powers stated that thomasjpaulini@gmail.com is a successor email to casinowharf@yahoo.com. The town has sent notices with return receipt requested and has heard nothing. Then the town received a voluminous records request for 15 years' worth of information. Mr. Paulini was again asked what they consider to be their legal mailing address. Mr. Paulini again stated 3 Kales Way. Mr. Powers noted that mail that has been sent to 3 Kales Way has come back as undeliverable. Mr. Paulini stated that he would send an email to the administration office with their legal mailing address.

In the packet, the Board was provided with materials from the Health, Fire, Conservation and Building Departments as well as minutes from the last public hearing. The Board also received 2 documents tonight from Mr. Paulini. Mr. MacAskill recommended that Mr. Paulini read the memos that have been provided by staff.

Mr. Howell moved to continue the hearing for Chase Escape Cape Cod, LLC d/b/a Summer House Café to present an update on the non-use of their Section 12, On-Premise, Seasonal All Alcohol Liquor License until Tuesday, October 11, 2022, 2nd by Ms. Anderson and approved 5-0-0.

- A. Public Hearing – Stormwater Permit Application submitted by O'Loughlin Family Realty Trust, Judith A. Lonergan, Tr., as owner for subdivision located at 16 Squantum Path (98 N Westgate Road); Assessors Map 78 G10

Ms. Anderson read the public hearing notice.

Mr. Powers reviewed the information that was provided in the Boards packet. A memo from Assistant Town Administrator Meggan Eldredge reads that the subdivision has been reviewed and was approved by the Planning Board on April 14, 2022. The peer review report from VHB was provided in the packet and indicated several deficiencies and that the engineer requires revisions prior to recommending approval.

Kelly Siry from VHB was present and reviewed the deficiencies which were that the stormwater and erosion control report was missing, the calculations from the removal of total phosphorus was missing, appendix d has an error in the hydro cad model, the stormwater regulations are required to be signed and stamped by a professional engineer and that the construction general permit notice of intent should be attached to the report.

Jay Thrasher from Robial Water was present. They have received and gone through VHB's comments. There are punch list items that they can go through and re-submit. He asked in what format VHB would like the response. Mr. Siry responded that a memo would be fine.

Ms. Anderson moved to continue the Stormwater Permit Application submitted by O'Loughlin Family Realty Trust, Judith A. Lonergan, Tr., as owner for subdivision located at 16 Squantum Path (98 N Westgate Road); Assessors Map 78 G10, until the July 25, 2022 meeting, no earlier than 6:00 p.m., 2nd by Mr. Howell and approved 5-0-0.

John Schiller from 12 Squantum Path was present and stated that he has questions about the project.

Mr. Howell moved to rescind the recommendation to continue the hearing, 2nd by Ms. Kavanagh and approved 5-0-0.

Mr. Schiller asked for clarification on what a drainage easement is. Mr. Thrasher responded that if you look at the map, all water drains South toward North Westgate Road. Mr. Thrasher showed a map of the area. The drainage easement is on the proposed lot 5, which is part of the owner's 7.6 acre lot. Mr. Schiller's lot will not be impacted by the drainage easement. There will be no open or standing water at all. Mr. Schiller asked if this would have any impact on his well water. Mr. Thrasher responded that there would be no impacts. All things considered, this is good for groundwater. Mr. Schiller asked if at some point in the future, he could tie into town water. Mr. MacAskill responded that would be a question for the Water Superintendent.

Mr. Kavanagh asked who would be responsible for maintaining the bio-retention areas. Mr. Thrasher responded that the owner would be responsible and that they issue a comprehensive operation and maintenance manual.

Mike O'Loughlin was present and stated that the lots will have single family homes on them. The town will be a town road and that everything in the road would be overseen by the town. He is not sure how to answer the part on the drainage easement. The type of drainage is fairly new. Ms. Kavanagh would like follow up done with the DPW Director. We need to know for sure who is responsible for maintenance and we need to know what the impacts are.

Mr. Howell stated that he would not be prepared to vote for anything until he sees a legal document of who is responsible for what. He cannot recall ever accepting responsibility for the town to do the maintenance.

Mr. Thrasher stated that he is open to all conversations. In terms of legality, he understands that when the street was accepted when the Planning Board did their approval. Ms. Kavanagh responded that does not mean that they have accepted the street as far as maintenance.

Mr. Powers argued on behalf of the town that the Planning Board decision doesn't bind the town in any way.

Mr. Howell moved to continue the Stormwater Permit Application submitted by O'Loughlin Family Realty Trust, Judith A. Lonergan, Tr., as owner for subdivision located at 16 Squantum Path (98 N Westgate Road); Assessors Map 78 G10 to July 25, 2022 no earlier than 6:00 p.m., 2nd by Ms. Kavanagh and approved 5-0-0.

CONSENT AGENDA

A. Accept the following resignations:

1. Jacqueline Pentz-Greene - Bikeways Committee
2. Pamela Groswald – Voter Information Committee

B. Affirm the Chief of Police's recommendation of James Hinesley to Full Time Police Officer

Deputy Police Chief Kevin Considine was present and reviewed the request. Mr. Hinesley is completed his last week at the police academy and this is the formal effort to get him on board.

C. Approve the refinance request for 5 Gomes Way

D. Board of Selectmen Meeting Minutes:

1. January 10, 2022

2. February 22, 2022
3. February 28, 2022
4. March 14, 2022
5. April 11, 2022
6. April 19, 2022

Ms. Anderson moved to approve the consent agenda as presented, 2nd by Ms. Kavanagh and approved 5-0-0.

Mr. Howell commented that Ms. Groswald has served in Harwich for a long time and noted his appreciation for her service and wished her well on any future endeavors.

NEW BUSINESS

A. Award the contract for the sale of 203 Bank Street

Mr. Powers reviewed the information provided in the packet.

Mr. Ballantine stated that when he first read the proposals, he was inclined to support the other one because it included an apartment. He asked the Harwich Fire Association and Harwich Conservation Trust to consider including an apartment. Mr. Ballantine commented that he wants to be consistent and always include housing in the conversation.

Ms. Anderson stated that she spoke to Mr. Young and noted her desire for housing as well. Mr. Young assured her that it is their intent is to have an apartment.

Ms. Kavanagh thinks that this is a great proposal and likes the fact that it is a 2 pronged approach.

Ms. Anderson moved to award the successful bid and purchase of 203 Bank Street to the Harwich Fire Association, Inc., and the Harwich Conservation Trust for the amount of \$300,000, 2nd by Mr. Howell and approved 5-0-0.

President of the Harwich Fire Association Bruce Young was present. He stated that he truly believes that this is the best offer going forward for the town and ha this property will be left as open space forever. Mr. Young stated that he never realized how many people use this property. Harwich Fire Association looks forward to working with Harwich Conservation trust, the town and neighbors during the process. There is a lot of fundraising that needs to be done, but they are excited to get underway. There are a lot of memories in this building for a lot of people. The goal is to have this project completed by 2028 which is the 100 year anniversary of the fire department. Mr. Young thanked everyone for their involvement. With respect to housing, they are always having a hard time finding housing for new recruits. There has been discussion about turning one of the old bunk houses into a housing unit.

Based on the Board's vote, staff will work with Town Counsel on the purchase and sale agreement.

B. Evaluation for Joseph F. Powers, Town Administrator

Mr. MacAskill stated that the evaluation forms have been provided in the packet. Mr. Powers was given a satisfactory to very satisfactory evaluation.

Mr. Ballantine feels that Mr. Powers is doing a great job. He knows that we have all discussed publicly and privately, opportunities on Mr. Powers continued communication with department heads and residents. Mr. Ballantine looks forward to working with Mr. Powers.

Ms. Anderson said that the thing that catches her eye is the list of articles that Mr. Powers has dealt with. She feels that he has done a great job at keeping several balls in the air and that she is thrilled to have him on the job.

Mr. Howell stated that he largely agreed with Ms. Anderson's written evaluation. It is really important that Mr. Powers understands what everyone is done and that the leadership aspect is really important. Mr. Howell feels that Mr. Powers is a tremendous asset to the town.

Ms. Kavanagh echoed all the other members' comments. Mr. Powers brings a lot of expertise and has many roles to fill. She hopes that he is able to take all of the information and feedback to help him to even better.

Mr. Powers thanked the Board for their comments and stated that he takes this seriously and appreciates the manner in which the Board has approached the evaluation. He will continue to work through the exercise and respond with an action plan.

Mr. MacAskill stated that overall this is a very successful evaluation. We have accomplished a lot of work which reminded Mr. MacAskill of the hole that we were in before. A lot of this work is also being done without many department heads. He feels that Mr. Powers has done a decent job of managing the town with the vacant positions as well as keeping the Board informed on new hires and why people are leaving.

C. Approve the use of the Town Seal in partnership with Cape Light Compact

Mr. Powers stated that the use of the town seal is the sole purview of the Board. The Board agreed by consensus to not approve the use of the town seal for this purpose.

D. Discussion on proposed new liquor license fee structure and vote to hold a Public Hearing to implement

Mr. MacAskill stated that this is another part of trying to clean up the license fee structure. Ms. Freiner in the Administration office did a great job of research other towns and putting this information together. If the Board is ok with what is being presented, the next step would be to schedule a public hearing. If approved, this would go in effect for next year's licenses.

The consensus of the Board was to schedule a public hearing.

Mr. Powers stated that his administration team, specifically Ms. Eldredge, Ms. Powell and Ms. Freiner do a great job. Ms. Freiner's efforts on licenses and taking the initiative on this is outstanding.

E. Vote to appoint the following designees to the Community Center Facilities Committee:
1. Ralph Smith – Council on Aging – Term to expire June 30, 2025

Ms. Anderson moved to appoint Ralph Smith-Council on Aging to the Community Center Facilities Committee with a term to expire on June 30, 2025, 2nd by Ms. Kavanagh and approved 5-0-0.

F. Approve the following new 2022 licenses for Round Cove Resort Beverage LLC d/b/a Wequassett Resort and Golf Club – 2173 Route 28
1. Common Victuallers
2. Innholders

3. Weekday Entertainment – 12 p.m. to 12 a.m. inside & 12 p.m. to 10 p.m. outside Live/recorded music, amplification, dancing
4. Sunday Entertainment – 12 p.m. to 12 a.m. inside & 12 p.m. to 10 p.m. outside Live/Recorded music, amplification, dancing

Ms. Anderson moved to approve the new 2022 licenses for Round Cove Resort Beverage LLC d/b/a Wequassett Resort and Golf Club, 2173 Route 28 for Common Victuallers, Innholders, Weekday Entertainment– 12 p.m. to 12 a.m. inside & 12 p.m. to 10 p.m. outside Live/recorded music, amplification, dancing and Sunday Entertainment – 12 p.m. to 12 a.m. inside & 12 p.m. to 10 p.m. outside Live/Recorded music, amplification, dancing, 2nd by Ms. Kavanagh and approved 5-0-0.

OLD BUSINESS

A. Update from Town Administrator on outstanding projects

In the packet, Mr. Powers provided the Board with an update on outstanding projects. He reported that Selectmen minutes have been brought up to date as of 3 months ago. The executive session minutes are completed as of the last meeting. With respect to remote participation, we are waiting to see what happens with Governor Baker's guidance. Staff will be using a doodle poll to reach out to members of the Local Planning Committee to come up with a best date and time for them to begin their efforts. With regard to Special Town Meeting, they have a target date for the end of the September, which matches the Town Moderators and Town Clerk's schedule and will follow the State Primary Elections. Mr. Powers reported that met with the Cultural Center Director to identify objectives and goals for her to work on. The first plan is for her to meet with the building tenants. The Capital Outlay Committee has committed to a summer schedule to meet twice a month before Labor Day.

Ms. Anderson asked what the proposed date is for Special Town Meeting. Mr. Powers responded that he would have more formal information at the next meeting, but that September 26, 2022 is the target date, with the meeting hopefully starting at 6:00 p.m. or 6:30 p.m.

Mr. MacAskill asked for an updated spreadsheet on procurements, and would like to have all completed procurements removed from the list. Mr. MacAskill noted that there was a suggestion from a member of the Finance Committee to have a dollar amount for the Town Meeting. If that is easily attainable, then he would support the request, but if it creates more work, we can talk about it.

Mr. Powers stated that he would be meeting with department heads this week about the town meeting process and that he would make sure that all articles are tied back to the appropriate staff and that he would be looking back to them to come up with required and/or asked for information.

B. Approve the new proposed Annual Town Meeting Calendar

Mr. Powers informed the Board that what has been provided is not the full calendar, but the calendar of critical dates. There is also a mechanical calendar which is used internally. The Selectmen and Finance Committee need to confirm a date for their joint meeting. Mr. Powers has a proposed date, assuming both Boards are able to commit. The 2nd step would be for the Finance Committee to hold their public hearing.

Mr. Powers reviewed the dates that are in the calendar.

The Board agreed on a date of March 4, 2023 for the joint meeting.

Mr. Powers has identified a date of Monday, May 1, 2023 for Annual Town Meeting.

Noreen Donahue was present and expressed her appreciation for all of the work that has gone into preparing this schedule. She asked Mr. Powers about the proposed April 4 date for recommendations to the public. Mr. Powers responded that the Finance Committee must make their recommendations on articles available to the public 10 days before town meeting. Ms. Donahue asked if the calendar could have bigger print and larger spacing. Mr. Powers responded that if the calendar is approved, it will be formatted appropriately.

C. Discussion – Show Cause Hearing process

Mr. MacAskill noted that the Board has talked about this many times, and this is the process to formalize the show cause hearings. Mr. Powers stated that this has been shared with and approved by Town Counsel.

The Board agreed to the process as outlined in the packet.

CONTRACTS

A. Intermunicipal Agreement for Information Technology services between County of Barnstable and Town of Harwich

Ms. Anderson moved to approve the Intermunicipal Agreement for Information Technology services between County of Barnstable and Town of Harwich as presented, 2nd by Mr. Ballantine and approved 5-0-0.

B. pk Valuation Group, Paul S. Kapinos and Associates, Inc. for assessing services

Ms. Anderson moved to approve pK Valuation Group, Paul S. Kapinos and Associates, Inc., for assessing services in the amount of \$60,000, 2nd by Ms. Kavanagh and approved 5-0-0.

TOWN ADMINISTRATOR'S REPORT

Mr. Powers announced a few contracts that he has signed which has followed the Board's approve process. Contracts include a street light maintenance agreement with Cape Light Compact, contract with CAI Technologies and the FY23 VNA contract.

Mr. Powers stated that Sarah Cole has been offered and accepted the position of Administrative Assistant in the Assessing Office. He added that existing Assessing staff has been doing a phenomenal job.]

Mr. Powers reviewed the 2022 Food for Kids summer food service program that serves the lower and outer Cape areas. The program will run from July 5 through August 26 and will be available at the Harwich Community Center.

Rapid at home COVID-19 test kits are available in various locations around the town including Brooks Free Library, Town Hall, Public Safety Building and Community Center.

Mr. Powers thanked the Board and his team for handling matters while he was on vacation.

SELECTMEN'S REPORT

Mr. Ballantine stated that in the 22 years that he has lived in Harwich, he can't ever remember town being this busy. He also reported that the Treasure Chest continues to be very strong.

Mr. MacAskill paid kudos to the Harwich Police Department for their work during a very busy July 4 weekend.

CORRESPONDENCE

No correspondence was discussed.

ADJOURNMENT

Ms. Anderson moved to adjourn the meeting of the Selectmen, 2nd by Ms. Kavanagh and approved 5-0-0.

Respectfully submitted,
Jennifer Clarke
Recording Secretary