

**APPROVED**

**MINUTES  
SELECTMEN'S MEETING  
REMOTE PARTICIPATION ONLY  
FRIDAY, April 30, 2020  
6:30 P.M.**

**RELEASED**

**SELECTMEN PARTICIPATING:** Ballantine, Ford, Howell, MacAskill, McManus.

**ALSO PARTICIPATING:** Interim Town Administrator, Joseph Powers, and Meggan Eldredge, Health Director

**CALL TO ORDER**

Mr. Ballantine opened the meeting at 6:30PM and called to order the Board of Selectmen. Roll-call: Mr. MacAskill – Here, Mr. Ford – Here, Mr. Ballantine – Here, Mr. Howell – Here, Mr. McManus – Here.

**WEEKLY BRIEFING**

**A. Coronavirus – COVID-19 Update**

Mr. Powers said that Governor Baker has stated that non-essential workers should continue to stay at home through May 18. The Governor's Task Force Advisory Group will be making recommendations and their final report will go to the Governor on May 18<sup>th</sup>. He said it is possible that some segments of the economy could be released from that requirement as early as May 18<sup>th</sup>, adding that data gathering is getting better each day. Mr. Powers they are getting things ramped up again; however, the priority is the safety of everyone in municipal buildings. He said the following protocols are being developed:

- Plexiglass sheets at counter operations
- Countertop shields
- An actual drop box to replace the one on the outside of the town offices
- Improved signage
- Develop communications with all staff as well as maintaining communications with department heads
- Rearrange furniture to create distance

Ms. Eldredge said Harwich has 37 positive cases of the Coronavirus and 2 deaths; however, she said 28 persons have recovered. She said the National Guard is testing all residents and staff that want to be tested at Wingate in Harwich. Ms. Eldredge said there are 2 active cases at Wingate. She said the local Health Department is focused on reopening the beaches and parks, adding that guidance will be coming regionally from the Reopening Advisory Board. Ms. Eldredge said different options of face coverings will be brought to the Board of Health.

Mr. Powers introduced a proposed letter from the Cape & Islands legislative delegation addressed to the Cape & Islands seasonal community with a goal of sending one consistent message developed with input from Cape Cod Hospital and Chambers of Commerce and hopefully with the support of the 23 municipalities. Based on the recommendation of Mr. Powers, the Chairman declared there is a consensus from the Board of Selectmen that the Town of Harwich be a signatory to the proposed letter.

## **NEW BUSINESS**

- A. Review and edit draft letter to petitioners of citizen petition articles for 2020 Annual Town Meeting re: postponing citizen petition articles**

Patrick Otton, proponent of a petitioned article for Town meeting for a ban on the procurement and distribution of beverages in plastic bottles on Town property, joined the meeting by remote participation.

**Following substantial discussion, Mr. Howell moved to approve Item A, with some grammatical edits, and to authorize Larry Ballantine, Chairman of the Board of Selectmen, to sign on behalf of the Board. Mr. Ford seconded. Roll-call vote: Mr. Ford – Yes, Mr. MacAskill – Yes, Mr. McManus – Yes, Mr. Howell – Yes, and Mr. Ballantine – Yes. Motion passed by unanimous vote.**

## **OLD BUSINESS**

- A. Mr. Howell moved to confirm action taken at the April 24, 2020, Board of Selectmen meeting as a topic that was not reasonably anticipated by the Chairman at the time of posting – namely,**

**Extension of Municipal Competitive Electric Supply Agreement (MCESA) and related action. Mr. MacAskill seconded. Roll-call vote: Mr. Ballantine – Yes, Mr. Howell – Yes, Mr. McManus – Yes, Mr. MacAskill – Yes, and Mr. Ford – Yes. Motion carried by unanimous vote.**

## **CONTRACTS**

- A. Discussion and possible vote - Phase 2 Contract 1 Sewer Construction Change Order #1 – Robert B. Our - \$95,208.00**
- B. Vote to authorize Chairman to sign Phase 2 Contract 1 Sewer Construction Change Order #1 – Robert B. Our - \$95,208.00**

Mr. Powers said the following Town employees, Griffin Ryder, Town Engineer; Daniel Pelletier, Water/Wastewater Superintendent; and Carol Coppola, Finance Director, who have reviewed the Change Order, joined the meeting by remote participation. They answered specific questions from the Selectmen satisfactorily.

**Mr. McManus moved to approve Item A. Mr. MacAskill seconded. Roll-call vote: Mr. McManus – Yes, Mr. MacAskill – Yes, Mr. Howell – Yes, Mr. Ford – Yes, and Mr. Ballantine – Yes. Motion carried by unanimous vote.**

**Mr. McManus moved to approve Item B. Mr. MacAskill seconded. Roll-call vote: Mr. McManus – Yes, Mr. MacAskill – Yes, Mr. Howell – Yes, Mr. Ford – Yes, and Mr. Ballantine – Yes. Motion carried by unanimous vote.**

## **OPEN PUBLIC FORUM**

The Chairman opened the Open Public Forum. The public was invited to call in and participate in the meeting to offer comments and/or questions. Scott Tyldesley reviewed the procedure for remote participation. The appropriate phone number was displayed. There were no call-ins or emails.

## **TOWN ADMINSTRATOR'S REPORTS**

Mr. Powers reminded the Board that the first Executive Session by remote participation will take place immediately following this meeting. All members acknowledged receipt of this notification by Email.

## **SELECTMEN'S REPORT**

In response to Mr. Howell's query concerning an August action which approved a document for payment to Community Development Partnership/ Housing Trust, Mr. Ballantine said he will supply the missing last signature tomorrow to enable the Finance Director to make payment.

Mr. McManus, as Clerk of the Cape & Island Selectmen's Association, announced that the May 8 meeting is canceled; however, there will be a Zoom meeting of the Association, at which a general discussion of upcoming issues will take place.

In response to Mr. Ford's request as to when the Board will vote on the Warrant, Mr. Ballantine responded that topic is scheduled for the May 4<sup>th</sup> meeting. Mr. Ford said the Board should start the process to determine the best location for Town Meeting as the site needs to be identified in the Warrant; he suggested the Regional High School.

Following general discussion concerning the quorum needed to conduct business at Town Meeting, Mr. Powers said he will follow-up and have information for the Board at the May 11<sup>th</sup> meeting.

## **ADJOURNMENT**

Mr. Howell moved to adjourn to Executive Session to discuss bargaining strategy for all Town Unions if an open session would have a detrimental effect on the Town's bargaining position and the chair so declares. Mr. Ford seconded. Roll-call vote: Mr. MacAskill – Yes, Mr. Ford – Yes, Mr. Howell – Yes, Mr. Ballantine – Yes. Motion carried by unanimous vote.

Respectfully submitted,

Dorothy G. Hemmings  
Recording Secretary  
Pro Tem