**MINUTES**

**SELECT BOARD**

**DONN B. GRIFFIN ROOM, TOWN HALL**

**732 MAIN STREET, HARWICH, MA**

**EXEC UTIVE SESSION 5:00 PM**

**REGULAR MEETING 6:00 PM**

**TUESDAY, MAY 30, 2023**

**MEMBERS PARTICIPATING:** Michael MacAskill, Chair, Mary Anderson, Vice Chair, Julie Kavanagh, Don Howell and Jeff Handler

**ALSO PARTICIPATING:** Joseph F. Powers, Town Administrator

**CALL TO ORDER:** Chairman MacAskill called the meeting of the Harwich Select Board to order at 6:00PM on Tuesday, May 30, 2023. He stated that they had started the meeting in Executive Session at 5:00 PM.

**EXECUTIVE SESSION:**

A. Pursuant to M.G.L. c. 30A, s21(a)(3) to discuss strategy with respect to litigation if an open meeting may have a detrimental effect on the litigating power of the Town- 5 Sea Street Extension

B. Pursuant to G.L. c 30A, sec 21(a)(2) to conduct strategy session in preparation for negotiations with non-union personnel and to conduct contract negotiations with non- union personnel: Fire Chief and Town Administrator

Mr. MacAskill stated that, in Executive Session, they discussed litigation with respect to 5 Sea Street. No announcements were made as litigation is on going.

With respect to non-union negotiations, they did not discuss the Town Administrator. Decisions were made with respect to the Fire Chief but no announcements were made at this meeting.

**PLEDGE OF ALLEGIANCE:**

Mr. MacAskill invited all attendees to join in the Pledge of Allegiance

**SELECT BOARD TO REORGANIZE:**

Mr. MacAskill nominated Mary Anderson as Chair, seconded by Ms. Kavanagh. Vote 5:0 in favor.

Mr. MacAskill nominated Julie Kavanagh as Vice Chair, seconded by Ms. Anderson. Vote 5:0 in favor.

Ms. Anderson nominated Jeff Handler as Clerk, seconded by Ms. Kavanagh. Vote 5:0 in favor.

Ms. Anderson moved that Michael MacAskill and Don Howell be the Interview Committee, seconded by Mr. Handler. Voter 5:0 in favor.

**SELECT BOARD AS OF MAY 30, 2023:**

Mary Anderson, Chair, Julie Kavanagh, Vice Chair, Jeff Handler, Clerk, Michael MacAskill and Don Howell, Interview Committee

Ms. Anderson, Chair, thanked Mr. MacAskill for taking a second year as Chair, she hopes she can do as well. It has been an education watching him and she is grateful for his help.

**PUBLIC COMMENTS/ANNOUNCEMENTS:**

\*\*At 3:34 in the recording, the screen went black. It resumed at 3:54. \*\*

At the time the recording resumed, an announcement was being made by Shelia House of the Youth Services Committee regarding a website for high school age kids to use and access information regarding helplines and other resources. Cards with the information will be distributed in various places.

John Chory of Harwich spoke of the Route 39 and Chatham Road intersection and offered suggestions of signage at that intersection. He asked the Board to consider his suggestion, signage is much less expensive than the proposed project. At the request of Ms. Anderson, he will email his suggestion to her.

A. Committee Vacancies

No discussion on this subject.

**CONSENT AGENDA:**

A. Approve the Select Board Meeting Minutes:

1. May 15, 2023

B. Vote to approve the Assistant Town Administrator’s recommendations to grant permission by NSTAR ELECTRIC COMPANY d/b/a EVERSOURCE ENERGY for the purpose to install 64’ =/- of 1-3” conduit and one handhold 202/H14A at 82 Clearwater Drive

C. Accept the resignation of Judith Underwood, Trustee of the Harwich Affordable Housing Trust Fund, effective May 19, 2023

Mr. Handler moved to approve the Consent Agenda as presented, including sending a letter of thanks to Ms. Underwood for her service, seconded by Mr. Howell. Vote 5:0 in favor.

**NEW BUSINESS:**

**A.** Discussion and vote on proposed Select Board Summer Meeting Schedule

Mr. Howell commented on the amount of time between meetings and hopes the time will be used to begin some things they have discussed looking ahead at the next Town Meeting.

Mr. MacAskill agreed and noted that a Special Meeting can be called if there is a need.

Mr. Howell moved to accept the schedule as approved and presented, seconded by Mr. Handler. Vote 5:0 in favor.

B. Discussion on Select Board Working Sessions

Ms. Anderson suggested a working session noting that it is similar to a meeting in that the agenda is posted, it is open to the public and minutes are taken. The differences are that there is no public comment., it is not televised and the Board is seated at a round table. She proposed that the Board do a few Working Sessions beginning on June 12, 2023 to discuss goals for the following year. She asked Board members for comments. The meeting was rescheduled to June 20th for all members to be able to attend.

All members agreed that the Working Session is a good idea. Mr. Howell added that he feels it should be driven by a particular subject rather than an agenda.

C. Approve a 2023 Season Innholders license renewal - Allen Harbor Inn, 326 Lower County Road

Mr. MacAskill moved to approve the license renewal as presented, seconded by Ms. Kavanagh. Vote 5:0 in favor.

D. Approve the following Special Permits:

1. One Day All Alcohol License - HECH Children’s Center - Event to be held on June 11,2023, 12:00PM to 4:00PM, outside 204 Sisson Road

Mr. MacAskill moved to approve the Special Permit as presented, seconded by Ms. Kavanagh. Vote 4:0 in favor with Mr. Howell not voting with an apparent conflict of interest.

2. One Day Wines ands Malt License - Pleasant Bay Boating Community - Event to be held June 15, 2023, 5:00PM , outside at 228 Route 28

Mr. MacAskill moved to approve the Special Permit as presented, seconded by Ms. Kavanagh. Vote 5:0 in favor.

E. Appoint Claudia Williams as a Trustee of the Harwich Affordable Housing Trust Fund effective May 30, 2023 and term to expire June 30, 2023

Mr. Handler moved to appoint Claudia Williams as presented, seconded by Ms. Kavangh.

Mr. Howell commented that he will be voting against and gave his reasons.

Discussion followed in regards to whether or not there are benefits to having Ms. Williams one meeting before her three year term begins.

Vote 4:1 in favor with Mr. Howell opposed.

F. Appoint a member of the Select Board as a Trustee to the Harwich Affordable Housing Trust Fund

Mr. Handler moved to appoint a member of the Select Board as a Trustee to the Harwich   
Affordable Housing Trust Fund. Motion withdrawn.

Mr. MacAskill commented that he would like to appoint Ms. Anderson as the Select Board member as a Trustee to the Harwich Affordable Housing Trust Fund.

Ms. Anderson commented that she would accept the nomination and that she will be seeking help from other Select Board members.

Mr. Handler moved to appoint Mary Anderson of the Select Board as a Trustee of the Harwich Affordable Housing Trust Fund for a term to expire June 30, 2025, seconded by Ms. Kavanagh. Vote 5:0 in favor.

G. Discussion Select Board Committee Liaisons

Ms. Anderson noted that the packet has a list of Committees and the present liaisons. She asked Board members to review the list and notify her by June 9th of which Committees they would be interested in.

H. Review and take action on G.L., c. 268A, Section 23(b)(3) Disclosure of Appearance of Conflict of Interest Form - Ann Clark Tucker, Planning Board

Mr. Powers noted the Disclosure that is in the packet. It is for the Board to confirm that they have received it and see no reason or conflict as to why the individual could not continue to serve.

Mr. Handler moved to review and take action on the Disclosure as presented, that there is no problem and the Board supports her position, seconded by Mr. Howell. Vote 5:0 in favor.

**OLD BUSINESS:**

A. Town Administrator’s update on ongoing projects

Mr. Powers referred to a memorandum and attachment in the packet relating to a process that began immediately following Town Meeting. He reviewed the items in the documents in detail, procurements, funding sources and necessary actions. He is creating a spreadsheet for the Select Board.

Board members asked questions regarding timelines and the Town Administrator’s expectations.

Mr. Powers replied with answers.

Mr. Chorey asked what dates and information will be included on the list.

**TOWN ADMINISTRATOR’S REPORT:**

Mr. Powers announced that he has appointed a Program Specialist III on the Harwich Council on Aging, Jen Anderson starting oil June 12th. Also Laura Falletti has been appointed as Executive Assistant in the Harwich Building Department and expects to start next week.

**SELECT BOARD MEMBER REPORTS:**

Mr. MacAskill offered a Public Comment for Cindy Williams, Director of the Chamber of Commerce. The BBQ competition Beef and Bones will be held June 10th from 4:00 to 8:00. Contact Ms. Williams for tickets.

Mr. Handler announced that he dropped off an application for someone interested in getting involved in some capacity. He also announced that Allen Thompson had been sworn in and that it would be his last 3 year term after many decades. As of this date there were nomination papers turned in for Mr. Allen Thompson to enter into the Harwich Hall of Fame. He commended Mr. Thompson on his service to Harwich since 1965 and expressed his excitement to see what the Committee recommends to honor him. All Committee members expressed their appreciations.

Mr. Thompson spoke and noted how many of his family members have been involved and how they contributed. He commented that it has been rewarding and encouraged everyone to get involved. He shared his thoughts, reflected on some memories and expressed his thanks.

Mr. Howell commented on the over 300 people who attended the Memorial Day Ceremony. It was a small town America moment and heartwarming.

Ms. Anderson commented that Mr. Howell did an excellent job delivering the proclamation. She also acknowledged the speakers, the Boy Scouts, the bugler and the High School group that sang.

**CORRESPONDENCE:**

No correspondence.

**ADJOURNMENT:**

Mr. Howell moved to adjourn, seconded by Ms. Kavanagh. Vote 5:0 in favor.

Meeting adjourned.

Respectfully submitted,

Judith R. Moldstad

Board Secretary