

RELEASED
APPROVED

MINUTES
SELECT BOARD
HARWICH TOWN HALL
MONDAY, DECEMBER 18, 2023
6:00 P.M. - REGULAR MEETING
REMOTE PARTICIPATION OPTIONAL

RECEIVED
TOWN CLERK
HARWICH, MA

2024 JAN -4 A 11:03

SELECTMEN PARTICIPATING: Julie Kavanagh, Jeffrey Handler & Donald Howell

ALSO PARTICIPATING: Town Administrator Joseph F. Powers

CALL TO ORDER

Ms. Kavanagh called the meeting to order at 6:00 p.m.

PUBLIC COMMENTS/ANNOUNCEMENTS

A. Next Select Board Meeting will be Tuesday, January 2, 2024

Ms. Kavanagh announced that the next Select Board meeting will be on Tuesday, January 2, 2024.

Harwich Chamber of Commerce Executive Director Cyndi Williams was present and stated that they have wrapped up the 6th annual festival of trees and reported that they will be donating \$7,835 to The Family Pantry of Cape Cod.

Mr. Powers announced a few programs on behalf of our Youth and Family Services Director. There will be a collaborative effort between Youth and Family Services with Brooks Free Library to hold a yarn crafting group for high school teens. The program will happen on Mondays from 4:00-5:00 p.m. at Brooks Free Library and will run from January 8th-February 12th. The program is free and open to all skill levels. The next parent workshop chat series will be on January 18th from 6:00-7:00 p.m. in the library at 204 Sisson Road. Youth and Family Services Director Ashley Symington will be leading a talk at the Community Center about understanding anxiety. The talk will be held on January 25th from 6:00-7:00 p.m. All of these events are open to the public and free of charge. Information will also be available on the town website.

Patrick Otton was present and read into the record an email that he sent to the Select Board titled withdraw the withdraw. He also informed the Select Board that Secretary Galvin's office has been notified as to what has been going on regarding the special election. Mr. Otton pointed out that one solution would be to get an injunction that would force the Select Board to call for an election. Ms. Kavanagh responded that this topic is under old business on tonight's agenda and that the Select Board will be discussing it and making a decision.

Elaine Dickinson was present and commented that she emailed each member of the Select Board regarding her support of having a special election.

Ms. Williams added that Harwich Housing Advocate Brianna Powell did a wonderful job at her 1st housing forum the other night. There were 20 people who attended to listen to information about the accessory dwelling unit program.

CONSENT AGENDA

- A. Approve Select Board Meeting Minutes for December 4, 2023

No action was taken, pending revisions to the minutes.

- B. Vote to appoint Brianna Powell as the Harwich member representative to the Barnstable County HOME Consortium Advisory Council for a three-year term, January 1, 2024, through December 31, 2026

Mr. Handler moved to appoint Brianna Powell as the Harwich member representative to the Barnstable County HOME Consortium Advisory Council for a three-year term, January 1, 2024, through December 31, 2026, 2nd by Mr. Howell and approved 3-0-0.

PUBLIC HEARING

- A. Approve an Alteration of Premise application for Blue Stripe, LLC d/b/a Cape Sea Grille, 31 Sea Street, Manager Jennifer R. Ramler

Mr. Handler read the public hearing notice. No comments were heard from the Select Board or the public.

Mr. Howell moved to close the public hearing, 2nd by Mr. Handler and approved 3-0-0.

Mr. Handler moved to approve an Alteration of Premise application for Blue Stripe, LLC d/b/a Cape Sea Grille, 31 Sea Street, Manager Jennifer R. Ramler, 2nd by Mr. Howell and approved 3-0-0.

NEW BUSINESS

- A. Discussion to select a date for the all-day budget meeting

Mr. Powers stated that this is the all-day budget discussion with the Select Board and Finance Committee and has typically been held on the first Saturday in March, which puts us on March 2, 2024 for this year. There is no requirement to have this meeting, but it is strongly recommended, and he would encourage it to continue. There is also no structure on when you must have the meeting or a timeframe.

Mr. Howell said that this date does not present an issue for him personally, but that it has only been in recent years that the meeting has been held in March. It used to be held in mid-February and the rationale was that the Finance Committee and Select Board would hear from departments pitching whether they would be eligible for an enhancement in their budget and that the later the meeting goes, the harder it can be to do that. Mr. Howell added that he would agree to this date, but that it is getting kind of late beyond that.

Ms. Kavanagh said that she thought the meeting last year was on March 6th. She added that she would check with Mr. MacAskill to make sure that he is available for this date.

Mr. Powers stated that the meeting has always been held on the first Saturday of March as long as he has been here. The meeting would start at 9:00 a.m. in the Donn B. Griffin Room.

Mr. Handler said that he has no issue with the March 2nd date.

Mr. Powers added that he would reach out to the Finance Committee with the proposed date.

B. Discussion to reassign former member, Mary Anderson's, liaison positions

Mr. Howell said that he would be happy to be the liaison to the Cultural Council and Youth Services.

Mr. Handler said that he would be interested in either the Capital Outlay Committee or Youth Services.

Ms. Kavanagh said that Mr. MacAskill could take over as liaison to the Voter Information Committee.

Ms. Kavanagh will update the list of liaison assignments.

C. Approve the 2024 Class IV Auto Repair license renewal for Wayne's Auto Service, 643 Main Street

Mr. Handler moved to approve the 2024 Class IV Auto Repair license renewal for Wayne's Auto Service, 643 Main Street, 2nd by Mr. Howell and approved 3-0-0.

D. Approve the following 2024 Annual Common Victualler license renewals

1. Shogun, Inc. d/b/a Noble House, 21 Route 28
2. Harwichport House of Pizza, Inc., 330 Route 28

Mr. Handler moved to approve the 2024 Annual Common Victualler license renewals as listed above, 2nd by Mr. Howell and approved 3-0-0.

E. Approve a temporary closure of Round Cove Beverage Resort, LLC d/b/a Wequassett Inn and Golf Resort from January 2, 2024, through February 8, 2024

Mr. Handler moved to approve the temporary closure of Round Cove Beverage Resort, LLC d/b/a Wequassett Inn and Golf Resort from January 2, 2024, through February 8, 2024, 2nd by Mr. Howell and approved 3-0-0.

F. Discussion on 2024 Dog License Fees

Mr. Handler moved to approve the 2024 dog license fees as presented, 2nd by Mr. Howell and approved 3-0-0.

OLD BUSINESS

- A. Discussion on fees related to all recreation programs charged to for-profit vs. nonprofit entities

Mr. Powers stated that as he understands it, this was a follow up from the discussion that the Select Board had last week with the Recreation and Youth Commission. He has not yet reviewed with staff the information that was provided in the packet. Unless the Select Board has questions, Mr. Powers recommended that they hold off on discussion tonight so that he can provide a full cover memo.

Ms. Kavanagh agreed with Mr. Powers suggestion. She also shared thoughts that Mr. MacAskill sent in via email regarding the sense of having a certain amount go to the 204 and Recreation.

Mr. Howell said that he is good with it except that he does not want to relitigate it again. He thought that the Select Board had a conversation with the Recreation Director as far as what was accepted at town meeting. He understands that Recreation does not have a fee structure with both tiers and added that the ultimate jurisdiction of fees, except revolving funds, falls under the Select Board.

Ms. Kavanagh added that she thinks the conversation should go back to how many things we want coming back to the Select Board as far as setting fees is concerned.

- B. Discussion and possible vote to call a Special Town Election to fill the current Select Board vacancy, term to expire May 21, 2024

Town Clerk Emily Mitchell was present remotely.

Ms. Kavanagh feels that it would make the most sense for Select Board to move forward with the date of April 9, 2024, for the special town election. Mr. MacAskill shared via email that he is in favor of this date as well.

Mr. Howell commented that the ship has sailed on other options and that he would prefer to have an election as opposed to not holding one.

Mr. Handler moved that the Special Town Election to fill the current Select Board vacancy be held on Tuesday, April 9, 2024, 2nd by Mr. Howell and approved 3-0-0.

Mr. Powers asked if the Select Board would need to establish the hours of the election.

Ms. Mitchell responded that it is perfectly sufficient for the Select Board to set the date tonight. There is a notice template in the signature file and Ms. Mitchell asked the Select Board to fill in their voted date and sign both copies. That form is required to be filed with the Town Clerk to make the action of the Select Board official. Ms. Mitchell added that there has been discussion on shortening voting hours as well as opting out of vote by mail. That can be decided after the candidate nomination papers are released, and it is seen how many candidates there are.

Mr. Howell asked when the nomination papers will be available. Ms. Mitchell responded that she expects to release the candidate nomination papers on Tuesday, December 26th. She will also be making announcements for the Annual Town Election in a couple of weeks as well.

TOWN ADMINISTRATOR'S REPORT

Mr. Powers announced the hiring of Joshua Stone as the part-time wiring inspector. This position is connected with our Building Department and will satisfy the pending retirement of our existing wiring inspector. Mr. Stone is scheduled to begin work on January 2.

Mr. Powers announced that the Conservation Commission has received information from Eversource that they will be doing vegetation management along utility sections in Harwich.

Mr. Powers wished everyone a happy holiday season and best wishes for a healthy, happy, and prosperous new year.

SELECT BOARD'S MEMBER REPORT

Mr. Howell wished our Jewish friends a Happy Hannukah and a warmest Christmas time to our Christian Friends. He also wished everyone a happy and joyous new year. Mr. Handler and Ms. Kavanagh echoed Mr. Howell's wishes.

CORRESPONDENCE

No correspondence was discussed.

ADJOURNMENT

Mr. Handler moved to adjourn the meeting of the Select Board, 2nd by Mr. Howell and approved 3-0-0.

Respectfully submitted,
Jennifer Clarke
Recording Secretary

