

RELEASED

APPROVED

MINUTES
SELECTMEN'S MEETING
GRIFFIN MEETING ROOM

Tuesday, January 21, 2020
6:30 P.M.

SELECTMEN PARTICIPATING: Larry Ballantine, Mr. Stephen Ford, Donald Howell, Michael MacAskill, Edward McManus.

ALSO PARTICIPATING: Interim Town Administrator Joseph Powers.

CALL TO ORDER

Mr. Ballantine opened the meeting at 6:30 pm, and called to order the Board of Selectmen.

Mr. Ballantine said that they were going to start out with a remembrance. He shared an announcement that Mr. Lee Culver, Emergency Manager for Harwich, passed away a couple of days ago. He said that Mr. Culver had been such a critical part of the community for many years. Many of them saw Mr. Culver when things were not going well. Mr. Ballantine said that he invited some staff members to take a few moments to speak and remember Mr. Culver.

First, Police Chief David Guillemette, said on behalf of each member of the Harwich Police Department, they offer their condolences. Chief Guillemette reviewed the distinguished career that Mr. Culver had with the Harwich Police Department for over 29 years. He added that Mr. Culver was an unflappable, knowledgeable and experienced team player, and he always had the best interest of the citizens of this community in mind. He will be greatly missed.

Chief Norm Clarke, Harwich Fire Department, said that he was going to speak unscripted, as Mr. Culver would have done. Chief Clarke shared his thoughts of Mr. Culver as a friend but also as a family guy. He was really committed to everything he did. He was passionate about getting the Community Center built and taking care of the kids. He admired him and celebrates his life.

Ms. Carolyn Carey, Director of the Community Center, said that she could not possible say what Mr. Culver meant to hear personally, but will say what he had meant to the Community Center and the Town. She said that he was so passionate

about the building and was there every day. Ms. Carey said that he taught her how to juggle, and he was really there and checked on all departments. She took a moment to thank his family for loaning him to the Town of Harwich, for all of the emergency storms and for the late nights at the Community Center. He was there to protect and serve.

Mr. Sean O'Brien, County Emergency Management Director, shared his condolences to the Town of Harwich and to Mr. Culver's family. He said that Mr. Culver's impact was not only to Harwich but also to Barnstable County, and all of the people on Cape Cod. Mr. O'Brien shared about his times with Mr. Culver and their talks about work, the community, and their families. He was a tough, loving, family man. He said that Mr. Culver had been an incredible mentor to him and he thanked the Town of Harwich and Mr. Culver's family for that opportunity.

WEEKLY BRIEFING

A. Sewerage Work Improvement Phase 2 – Contract #1 – Construction Schedule – Weekly Update

Mr. Joseph Powers, Interim Town Administrator, said that the one week look ahead for the week of January 20th, the Mainline Sewer Crew # 1 will be doing tests, inverts and casting adjustments around the area of Route 137 and Route 39. The Mainline Sewer Crew # 2 will be continuing installation on Route 137, however, as a reminder this week they have one of those needs to set sewer manholes which requires extended hours until 8:30 pm on Wednesday and Thursday. The work is necessitating detours.

The two week look ahead for the week of January 27th - January 31st, Mainline Sewer Crew # 1 will have subcontractors performing various tasks at various locations, and they will begin the sewer installation on Old Heritage Way. Mainline Sewer Crew # 2 will be continuing installation on Route 137, and will have another of the deep set manholes, which will have extended hours on Monday, also requiring detours.

The three week look ahead, February 3rd - February 7th, the Mainline Sewer Crew # 1 will have subcontractors performing various tasks at various locations and will continue installation of gravity sewer installation on Old Heritage Way. The Mainline Sewer Crew # 2 will continue installation on Route 137 and will require detours.

B. Sewerage Work Improvement Phase 2 – Contract #2 – Construction Schedule I

Mr. Powers provided the update for RJV. He said that they have pushed their schedule longer than expected. The week of Jan 27th will be their mobilization week, and they expect to begin their work the week of Feb 3rd, in and around Cemetery Road.

Mr. Powers also reported that he participated in joint meeting with both contractors and the Town of Chatham last week. This was regarding the coordination of the two contracts and was initiated by police and both communities. Mr. Powers said that it was an exceptional meeting and everyone is on the same page. All of the efforts and detours are being well coordinated.

Mr. Howell said he just wanted to add a comment, because he has had a couple people talk to him about getting confusing information. He said that this is good for the general information, but if people have particular problems about their particular hook up, they can contact Mr. Dan Pelletier at the Water Department or they have an option four, which is a direct link to messaging Charlie Sumner, their liaison on the project.

Mr. Peter LaPointe, said that he was a non-resident taxpayer with a house on Harden Lane. He said that he was there because he is curious about the progress, but also wanted to speak up for the residents that got a letter in December. He said that the letter was asking them to confirm their preferred location for the sewer line hook up. He said that for those on Harden Lane it is not that simple, because they are on a slope, so they need to know the plan location and elevation. They have been trying to sort out the information and what they can find online. However, he is finding it hard to interface with the town in terms of getting information and cooperation and coordination.

Mr. Ballantine said that they will follow up with him and asked Mr. LaPointe to leave his contact information.

PUBLIC COMMENTS/ANNOUNCEMENTS

A. Ms. Virginia Hewitt, Library Director, Brooks Free Library, had a few announcements. The first is that the Library will be closed early on Friday,

January 31st for an all staff development program. They will open at 10:00 am, and close at 1:00 pm. In the event of inclement weather they may postpone the training till March. She added that they do not take it lightly to close the library, this is a safety training and it has been needed for some time. The second thing is that they had a very successful *Know Your Town* series. She thanked Mr. Ballantine, Mr. Powers and Ms. Anita Doucette, Town Clerk, for their participation. The next session is next Tuesday at 2:00 pm. They do not have the line up yet, but will have it soon.

Ms. Hewitt also added that the 2020 census is coming up. The library along with the Council of Aging, will be putting together an information session for residents on how the process works and what to expect. She thinks that they really need to get the word out that people need to file where they live year round.

- B. Deputy LeBlanc, Harwich Fire Department, said they received notification today from the state that they successfully received the Student Awareness for Fire Education Grant and the Senior Safe Grant. These programs are both managed by Captain Leighanne Smith. He also added that they are redoing their Citizen's Fire Academy after a 10 year hiatus. He said that Lt. Justin White is taking this on, and will hopefully be able to run it again every year.

Deputy LeBlanc said that he wanted to let them know that after attending a meeting in Yarmouth, he learned that the State added a surcharge E911 source for funding to replace public safety radios. He said that every radio will be replaced and there will be some charges for batteries etc., but they are anticipating a million dollar cost being brought down to about \$150,000.

- C. Ms. Carolyn Carey, Director of the Community Center, wanted to remind everyone that February is their birthday celebration. February 1st they start with the fairy doors and on February 2nd, from 12:00 pm to 2:00 pm, they are having their own "Souper Bowl Sundae Party". On Wednesday, February 5th, which is the actual 20th birthday, they will be having a "then and now" celebration, a cake decorating and baking contest, and they will be putting things in a time capsule. Ms. Carey said that she hopes people will be able to come, and that is at 3:00 pm in the Community Center. On Wednesday, February 19th at 9:00 am, they will be having the kids breakfast and the fairy doors are due back in. Then at 6:00 pm, that evening, they have a psychic in the gym, and on Friday, February 28th from 6:30 pm to 8:30 pm, the Sound

Dunes will perform. She added that seating is limited and people should call to make reservations for any of the birthday events. All events are free.

CONSENT AGENDA

A. Minutes:

1. July 22, 2019 Regular Session

B. Vote to approve the Interim Assistant Town Administrator's recommendation to grant permission to NSTAR ELECTRIC COMPANY to install 37' of conduit and cable under town road in Central Avenue, Harwich

C. Vote to approve the request to close Cape Sea Grille from January 29, 2020 to February 29, 2020 for cleaning and renovations.

D. Vote to approve the referral of Zoning Amendment to the Planning Board pursuant to MGL c.40A, Section 5 regarding "Essential Services"

E. Vote - Annual & Seasonal Lodging House or Innholders License Renewal 2020 – as listed in the packet

F. Vote - Annual Victuallers License Renewal 2020 – as listed in the packet

G. Vote - Annual Entertainment License Renewal 2020 – as listed in the packet

Mr. Ford moved to approve the items A through G above. Seconded by Mr. MacAskill. All in favor, motion carried by unanimous vote.

PUBLIC HEARINGS/PRESENTATIONS

A. Harwich Center Initiative Committee Update – Dan Wolf VII.

Mr. Dan Wolf, Chair, Harwich Center Initiative Committee, explained that the Board of Selectmen established the Committee back in October of 2018. So, it has been about 14 months since the committee was established and they had meet four times. The third meeting was an open meeting for the public, and they heard some interesting input. He said that they have a summary in their packet that Ms. Virginia Hewitt, Clerk, Harwich Center Initiative Committee, did a great job putting together.

Mr. Wolf said that the last meeting they had was February 28th, 2019, so it has almost been a year since they met. The reason for that was that the committee never really understood the ability to get traction and get stuff done.

He explained that there was a real desire to get community input, and let the Board know what the vision was that they had. However, with all the departments that have a hand in planning within the Town, they never really understood what their relationship was. The Town is now undergoing a local comprehensive plan, and that will be vital in understanding what the opportunities are, and how to achieve them in the downtown. He said that the Chamber of Commerce is working on an ongoing initiative to get the Town of Harwich, from the Center outward, designated as a Cultural Center in the Commonwealth. Also, there is a traffic study to look at the intersection, and also looking at the sidewalks, transportation, and parking options. Mr. Wolf said that he knows they received a letter from Sen. Paul Doane, Vice Chair, Harwich Center Initiative Committee, about the need to continue this committee. Mr. Wolf does think there is a need to continue to focus on Harwich center, because there is a real opportunity going forward both aesthetically and economically. He added, that through the Comprehensive Plan, they should be able to identify some zoning issues that will need to be addressed, infrastructure, sewer plan, and parking options, if there is going to be any future development. There really needs to be more of a direction from the Town. They had a great group of people, but no direction.

Ms. Hewitt, said one of the main issues that they ran into was knowing what economic activities they could undertake. There were individuals that thought they could reach out to investors and interest them in certain parcels. However, the committee determined they could not do that due to the State ethics laws and conflict of interest. She said that is a question that should be considered moving forward. They had discussed the infrastructure needs being more cosmetic and she does agree with that. They heard a lot about traffic and parking causing bottlenecks, and improvements to sidewalks. All of that was dependent on the Cape Cod Commission traffic safety study, which she does not think has been done yet. That is something that could use the Board of Selectmen to push on that issue. She said it was great to see the public interest, but the committee struggled with what their role was. There are already Boards and Committees that dealt with most of the issues.

Mr. Ballantine said that was a broad discussion. When he thinks about economic development, it is not trying to negotiate people coming in, but

more visionary about what they want Harwich to look like. Mr. Ballantine said that he felt, during the meeting he attended, the Committee had gotten lost in the details without thinking about what direction they were trying to go. He said that both Mr. Wolf and Ms. Hewitt raised a lot of issues, but asked if there were some priorities that they would have attacked earlier.

Mr. Wolf said that he thinks they all share the same vision of a walkable center with residential around it, that is attractive and aesthetic. The appropriate role of government would be to ask if they have the infrastructure to be able to facilitate that type of village center. He would ask that the next steps for the Board of Selectmen would be to charge the Town Administrator or departments to discuss the issues with the vision. They should bring people from the center into the Town process, so that they are included, and have existing Town entities overseeing it. He said that they had a lot of great conversation, but they were really all dressed up with no place to go. He thinks if they want to see it go forward, they should engage the people that are interested in staying engaged, but do it through a more formal Town process.

Mr. Ballantine said that he takes his point on having more departments involved, but he thinks that the committee has a function.

Mr. Wolf said that the committee was a great lightening rod to get input, but then they need to actually get it connected in a more formal way to the town. He thinks that the Harwich Center needs to be included in the local comprehensive plan, and then that they are actually being worked on. He does think there is a use for the committee, but it has to change.

Mr. Ford asked when the last communication was with the Commission.

Mr. Wolf said he does not think they had a conversation, and that was one of the problems. With what authority did they have to have a conversation with anybody.

Mr. MacAskill said that he thinks Mr. Wolf nailed it, they are another committee with a charge, but cannot do anything. He thinks this Board needs to think about funding, infrastructure, and they need to think about where this fits into everything else they have going on right now.

Mr. McManus said he thinks Mr. MacAskill said it quite well. There needs to be a vision, and then the resources to know if the vision is anyway possible

given the restraints they have. He said he thinks the most serious is the land tenure issues, the parcelization of the center, that does not allow for space in terms of infrastructure.

Mr. Wolf said it would be interesting to put a price tag to see if it is worthwhile. There is a real opportunity, but there is some real impediments to getting that.

Mr. McManus said that at one point they had a group interested in development and in order to sustain any investments, there needed to be a commitment from the Town to increasing the residential density in the surrounding area. They would not be able to make it in summer traffic alone.

Mr. Howell said that they all seem to crash and burn at the same place. He said to bring everyone back, one of the annexes of the library had been the first non-commercial bank that was established on Cape Cod, and the post office was in the center of town. One by one they deleted things that made it the center of town. He said they were never going to have enough money, but what they need is a vision.

Mr. Wolf discussed the sewer issues and he is not sure if he sees a process that facilitates that.

Mr. Howell said that the center of town is important and they need a vision of what they are looking to do down the road. Things will then start to happen because it will become a roadmap.

Mr. Wolf said that he agrees with that, but how do you get to that point. He would love to participate in a process, but the process has to have conduits with existing Town entities. He said that the comprehensive plan is where a really good vision for this should exist. He is asking that if they are going to continue this committee, they need to give it a direct charge and give existing town entities the charge to use the committee for what they would intend it to be used for.

Mr. Howell said that there will be a consultant, and a comprehensive plan and he would move that the section of that be informed by the work of this committee.

Mr. MacAskill said that Mr. Ford has shown interest in being involved in the Harwich Center Initiate Committee. He would recommend that they have him work with Mr. Powers and put a vision together and what the new charge of the committee would be, and bring it back in front of them.

Mr. Ballantine asked if Mr. Ford was onboard with this.

Mr. Ford said that he grew up in Harwich Center, and his great-grandfather and grandfather had stores in Harwich Center for many years. He has a keen interest in this, and is happy to do it. He said that he could facilitate the connection to the Town and hopefully allow for something more constructive to happen. Also, this would be in conjunction with the overall plan for the Town, which he thinks they need.

Mr. Howell said that he totally agrees. However, his problem right now, is that they have someone who is speaking on behalf of West Harwich, and different places in Town, and if this is allowed to just disband they will have no one to pick up the cause for Harwich Center.

Mr. Ballantine said that they will be recharging the committee. He said that the comprehensive plan for the Town is critical and added that each village has a different look and would likely have a different mission. They are all linked and should all flow together. All of the areas should be fed into the comprehensive plan.

Mr. Howell questioned about the deadline for the committee and suggested that they come back as soon as possible to reconstitute this.

Mr. Ballantine said that they will let Mr. Ford and Mr. Powers meet and come back with some initial thoughts. They will then set a new deadline for the committee.

Mr. Wolf said that they never actually had the committee which they needed and perhaps with Mr. Ford and Mr. Powers they can get the right people there.

Mr. Howell moved that Mr. Ford be tasked with meeting with the Town Administrator, and coming back to the Board with a new charge for this committee, with an expiration of four weeks from today. Mr. MacAskill seconded. All in favor, motion carried by unanimous vote.

NEW BUSINESS

- A. Discussion and possible vote to retain ownership and control of the Harwich-MA.gov Domain Name – Annual domain fee of \$400.00

Mr. MacAskill moved that they retain ownership and control of the Harwich-MA.gov domain name, and pay the fee of \$400.00, and authorize the Chair to sign and retain the name. Seconded by Mr. McManus.

Mr. Howell brought up that people have looked up Harwich and gotten another website online and it has been confusing. Mr. Powers said that he will follow up on it.

All in favor, motion carried by unanimous vote.

- B. Discussion and possible vote – free cash analysis – Carol Coppola

Ms. Carol Coppola, Finance Director, said this is the second year that they have used this format to analyze free cash for them. Every year when they close the fiscal year, they finish that close by having the free cash certified by the Department of Revenue. That happens some time at the end of August or September and after the auditors have been onsite. Ms. Coppola said that it would be helpful to look at the different categories. She explained that it is the difference between what was budgeted, and what they realized for actual revenues. There are some larger, broader categories such as *Other Local Receipts*, and what is in those categories are items or categories such as licenses, permits, fines, forfeitures, investment revenue, and things of that nature. The rest are pretty straight forward, such as, state grants on an annual basis and categories for state funding that are typical for most communities. Then there are some transfers that come in from funds such as CPA funds to pay for debt. Also, there are other items such as the Wychmere debt and the Saquatucket Harbor debt. Those are in the line item *transfer from other funds*. The total receipts are here, and the Board has a free cash policy that says that you are to underestimate your receipts.

She said that the mindset prior to this year, has been to have quite a bit of room from where they budgeted their revenue, from what they actually received. Therefore there is a significant difference of what free cash was set at this year; but that was a Board directive given to the previous Town

Administrator and herself when they estimated receipts for 2019. So, in total the excess in revenue that was realized, was about \$1.4 million, which includes some one-time revenue, which is tax titles that are collected. They are called one-time revenues because the Department of Revenue does not allow them to estimate those.

Ms. Coppola continued on to the expenditures, and said it is simply, what did you budget and what did you spend, and in what departments were those in. The *general government* line item includes everything within Town Hall, and then all of the other department are broken out. At the end there was a little more than \$900,000 in surplus, which added to your free cash number as well. This year she had the Assessor go through and reconcile the overlay, which had not been done since the prior Assessor was there. They went through that project last Spring, and it resulted in a breakdown of free cash and is a large component also of why it is so different from the past.

She explained that over the past 10 years, free cash had ranged anywhere from a negative \$132,000 in FY12 to just over \$4 million in FY16. The previous fiscal year, it was just under \$3.5 million. There were significant changes, and they were more aggressive in how they estimated the revenue. They also had that one-time write down for the overlay reconciliation and some other very small items that affect free cash.

Mr. Ballantine said this is a needed discussion to have now, as they move into the budget season. He said that Ms. Coppola made the point that they are more aggressive and being careful with their budget. He said that they are not building any increase in their budget over expenses. However, that decreases the amount of money, the following year, in their capital expenses. To the extent of being able to maintain doing this, will be a broader discussion and they need to be aware of it.

Ms. Coppola said that is correct and in previous years they also used free cash to fund OPEB, for the stabilization funding, and also for snow and ice deficits.

Mr. Ballantine said they are concerned about the stabilization fund as well, and that depends on free cash. This information helps to drive their budget discussion.

Mr. MacAskill said that he has been asked often about why free cash was \$3.5 - \$4 million two years in a row, and this year they are at \$1.4 million. He

asked if it was just because they were being tighter on the budget last year and more careful?

Ms. Coppola said that they are always careful on the numbers, but they were more aggressive on how they estimated the revenue.

Mr. MacAskill asked if that was the primary driver for it going down to \$1.4 million?

Ms. Coppola said that there were two primary drivers. First, was the one-time write down for overlay, which had not been completed since the previous assessor had been there, and then a million of it was revenue. The overlay she confirmed was \$880,885.

Mr. Howell said this is more for a future discussion, but in looking at this they should commend the education for handing back \$1. He said that they will have to have a bigger discussion about this when they get there. They are all feeling the hurt right now, but spending down so that it only gets to one dollar, just does not sound right.

CONTRACTS

A. Fire Station #2 – Change Order #009 – \$15,306.19

Mr. Powers said that both the Interim Assistant Town Administrator and the Engineer reviewed this. It is their recommendation to approve this procurement as outlined and authorize the Chairman to sign, the amount is for \$15,306.19.

Mr. MacAskill moved that they approve the change order #009 in the amount of \$15,306.19, for Fire Station #2. Seconded by Mr. McManus.

Mr. Ballantine asked if it was still on budget? Chief Norm Clark said that they are. He added that they did some math today and will be back with one more change order for about the same amount. Though they still have their contingency money with a balance of \$90,809.82, that they have not spent. They are looking to start moving into the station on Monday.

All in favor, motion carried by unanimous vote.

- C. Snowplow Contract – Robert B. Our – Expected to be more than \$25,000 – Town of Harwich
- D. Snowplow Contract – Robert B. Our – Expected to be more than \$25,000 – Monomoy Regional High School
- E. Snowplow Contract – GFM Enterprises, Inc. – Expected to be more than \$25,000

Mr. Powers explained that they have in the packet three separate contracts, as listed in items C, D, and E above.

They have been vetted by the procurement team, and there were some language changes made to reflect the town's policy on limits of signature authority. He wanted to make the Board aware that they had approximately twenty contracts presented by the DPW. He said that none of them have a true value yet, because there is an expectation of services to be rendered. However, it is expected that snow plow services in general for the Town of Harwich, provided by Robert B Our, may exceed that threshold. Mr. Powers said that they all have the insurance limits that the Town expressed last year. He is asking for the Board to authorize and approve the three contracts, and for the Board to sign them.

Mr. Howell moved to approve contracts listed in items C, D and E above. Seconded by Mr. McManus. All in favor, motion carried by unanimous vote.

OLD BUSINESS

- A. The signing of the Interim Loan Note Certificate - of \$22,214,467 - the vote of the Board of Selectmen made August 12, 2019

Ms. Amy Bullock, Treasurer/Town Collector, said that she has the interim loan note for the Board to sign, which was approved on August 12, 2019. It is for various contracts for construction, having to do with the sewer, and also police contract one and police contract two.

Mr. McManus moved to approve the Interim Loan Note Certificate of \$22,214,467, authorized by the Selectmen and to sign the interim loan note certificate. Seconded by Mr. Ford.

Mr. Howell explained that he does not think they should have started this, if they could not finish it. They borrowed money to max out what they were authorized to, and they still have not finished it. Therefore, he will not vote in favor of it.

Motion carried at a vote of 4-0-1, with Mr. Howell opposed.

TOWN ADMINISTRATOR'S REPORTS

A. Presentation of contracts signed by Interim Town Administrator

Mr. Powers explained that this was mentioned in last week's meeting and he is working on a list of all of the contracts signed since November 18th, and also packing materials. He will bring the Board up to speed on January 27th, and then will continue on a weekly basis going forward.

Mr. Powers requested that the Board begin the next meeting, January 27th, at 5:30 pm, to accommodate the Monomoy Regional School District presentation of the draft budget. He said that the original timeline had them scheduled for February 3rd, but that is when they will be doing the overall budget message and discussion. Mr. Powers said that he confirmed Superintendent Carpenter's availability, however, he has to be in Chatham for a meeting at 7:00 pm. Therefore, if they can accomplish this at 5:30 pm, they would be able to hear the full presentation, that will then be presented to Chatham at 7:00 pm. It also gives a chance from them to focus on the schools budget on January 27th, before transitioning to the overall budget on February 3rd.

Mr. Ballantine said that it made sense, and he wanted it presented for consensus. The Board agreed and the meeting will begin next week at 5:30 pm.

Mr. Powers also provided an update on the Garden Club matter which was discussed last week. He said that there are three potential options, but their preference remains the Town property at Bank Street. Mr. Powers said that he received a tentative answer on the insurance question and he would like to reach out to the Garden Club tomorrow, to see if the option is agreeable to them. He said that there are some alternate options and the Garden Club is

also working with a private group with property that may be beneficial for them.

Mr. Ballantine and Mr. MacAskill both expressed their concern that this request from the Garden Club has taken so long, and how important the Garden Club is to the Town. They asked Mr. Powers to convey that to them.

SELECTMEN'S REPORT

Mr. MacAskill asked if Ms. Bullock could provide, via email, the list of what the contracts are and how they add up. He also asked if it could be put back in the packet next week for the public.

Mr. Howell said that the Affordable Housing Trust met this past week and he just wanted to keep them updated on what they are doing. He said that the Community Preservation Committee, in its deliberations, wound up approving half of what they requested. Mr. Howell agreed with them, and their rationale was that they were not showing how they were spending the money. A trust needs to have money to spend money, however, they spent the last year and a half without a real plan. He said that at the last meeting they had the consultants come in, and, together with the interviewing stakeholders, they will determine what their plan of action should be for the Committee. He added that the Board of Selectmen were noted as being stakeholders. Mr. Howell said that the Committee also made a promise, with the exception of one project behind Sisson Road, that they are not pursuing anything else right now. It is good news, and they will take a step back and look at how they operate. He anticipates it being a lot more public and more transparent.

Mr. MacAskill asked Mr. Howell, who someone would speak with, if they had something to present? Mr. Howell said that they can talk to him, however, they would probably not take any action, if there was a dollar sign attached to it.

Mr. Ballantine said that he would like to ask the Committee to have a conversation about non-monetary items, and how it affects what the input may be into the comprehensive plan.

Mr. Howell said that he sees this happening much sooner than the comprehensive plan. He agreed and said that he sees them flowing one end or the other.

Mr. Ballantine said that he circulated a draft regarding the search committee to them, and he would like to put it on the agenda for next time, for a public discussion. He noted that he has used details from other towns, and he is asking them to review it and get back to him.

ADJOURNMENT

Mr. McManus moved that they adjourn at 8:04 pm. Seconded by Mr. MacAskill. All in favor, motion carried by unanimous vote.

Respectfully submitted,

Lisa Schwab
Board Secretary