

RELEASED

APPROVED

MINUTES
SELECT BOARD

DONN B. GRIFFIN ROOM, TOWN HALL
732 MAIN STREET, HARWICH, MA
EXECUTIVE SESSION 5:15 PM
REGULAR MEETING 6:00 PM
MONDAY, JUNE 12, 2023

RECEIVED
TOWN CLERK
HARWICH, MA

2023 JUN 27 A 11:22

MEMBERS PARTICIPATING: Mary Anderson, Chair, Jeff Handler, Clerk, Don Howell and Michael MacAskill

CALL TO ORDER: Ms. Anderson called the meeting of the Harwich Select Board to order at 6:00 PM on Monday June 12, 2023.

EXECUTIVE SESSION:

A. Pursuant to MGL C. 30A, s21(6) to consider the purchase, lease or value of real property if the Chair declares that an open meeting will have a detrimental effect on the negotiating position of the public body; Joint Meeting with the Select Board and Real Estate and Open Space Committee

B. Pursuant to MGL c. 30A, s21(a)(6) to consider the purchase, exchange, lease or value or real property if the Chair declares that an open meeting will have a detrimental effect on the negotiating position of the town.

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

Ms. Anderson stated that in Executive Session they discussed the three items as presented. No decisions were made.

PLEDGE OF ALLEGIANCE:

Ms. Anderson invited all attendees to join in the Pledge of Allegiance.

PUBLIC COMMENTS/ANNOUNCEMENTS

A. Town Offices will be closed on Monday, June 19, 2023 in observance of the Juneteenth Holiday.

Cindy Williams, Executive Director of the Harwich Chamber of Commerce noted that the Chronicle TV show is in Harwich today and described why they are in Harwich. She thanked everyone who participated in the first annual Beer and Barbecue Competition, especially Carolyn Carey. She shared who won in each category. Ms. Williams also noted when and where beach stickers are being sold.

Jay Colburn, Chief Executive Officer of the Development Partnership introduced their new Director of Housing Advocacy, Amanda Bebrin. He described her role in the Partnership and

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how she works with towns. Ms. Bebrin commented that she is looking forward to working with Harwich and has reached out to Brianna Powell.

Carolyn Carey, Community Center Director gave information about the bike wash, where and when and who they are partnering with.

Amy Usowski Conservation Administrator, was present virtually and offered an update on Red River Beach. She noted the dredge taking place, also there is a piping plover nest and the DPW had put up barricades and signage.

Ms. Anderson noted that town offices will be closed on Monday, June 19th and the next Select Board meeting will be on June 26, 2023.

PUBLIC PRESENTATION:

A. Update from District Attorney Galibois on new initiatives.

D.A. Galibois gave an update of what has been done in his first 5 months in office including swearing in the First Assistant DA and what she has done up until this date. He also noted special committees that he has created, a murder case that was solved and meetings that he had with all Police Chiefs in the District. He specifically noted updates on the creation of a Mental Health Court and described what they do and how it effects public safety.

CONSENT AGENDA:

A. Approve the Select Board Meeting Minutes for June 5, 2023

B. Vote to approve the Assistant Town Administrator's recommendation to grant permission by NSTAR ELECTRIC COMPANY d/b/a EVERSOURCE ENERGY for the purpose to install 22' +/- of 1-3" conduit and one handhold 65/H2A at 245 Central Avenue.

Mr. Handler moved to accept the Consent Agenda as presented, seconded by Mr. MacAskill. Vote 4:0 in favor.

NEW BUSINESS:

A. Affirm the appointment of Carlene Jones as the Assessing Director

Town Administrator Powers presented Carlene Jones as the Assessing Director for the Board's affirmation. He noted her credentials and history with the Town.

Ms. Anderson read aloud a text message that she received from Richard Waystack in favor of Ms. Jones' appointment.

Mr. Handler moved to affirm the appointment of Carlene Jones as the Assessing Director, seconded by Mr. MacAskill. Vote 4:0 in favor.

B. Approve a Conservation Restriction for the Spruce Woods project

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Mr. MacAskill moved to approve the Conservation Restriction for the Spruce Woods Project as contained in the packet, seconded by Mr. Howell. Vote 4:0 in favor.

C. Approve the proposed Select Board Committee Liaison list

Mr. Handler moved to approve the Select Board Committee Liaison list, seconded by Mr. Howell. Vote 4:0 in favor.

There may be trading of some assignments and the new list will be published upon completion.

D. Approve the amendments to the Personnel By Law compensation table to include Zoning Compliance Officer position

Mr. Handler moved to approve the amendments to the Personnel By Law compensation table to include Zoning Compliance Officer position, seconded by Mr. MacAskill. Vote 4:0 in favor.

E. Approve the Annual Committee Reappointment list

Mr. Handler moved to approve the Annual Committee Reappointment list, seconded by Mr. MacAskill. Vote 4:0 in favor.

F. Approve a new 2023 Annual Sunday Entertainment license - Harwich Antique Center
- 10 Route 28 - 5:00 p.m. inside - live/recorded music, amplified, dancing by
live performers

Mr. Handler moved to approve the new license as presented to expire June 30, 2026, seconded by Mr. MacAskill. Vote 4:0 in favor.

G. Approve a new 2023 Seasonal Weekday and Sunday Entertainment License - Mad
Minnow Bar & Kitchen - 554 Route 28 - Weekday and Sunday 4:00 p.m. to
10:00 p.m. outside - live/recorded music, amplification, dancing by live
performers.

Mr. Handler moved to approve the new license as presented, seconded by Mr. MacAskill.

Bob Kohn from Pleasant Street was present. He had sent an email to the Select Board regarding his concerns about the Mad Minnow license expanding. He is nervous about it but is confident that they have a path moving forward. He supports the license.

Board members thanked Mr. Kohn for his email and for working with the Mad Minnow.

Vote 4:0 in favor.

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H. Discussion on prioritizing project roster presented by the Town Administrator

Mr. Powers referred to the Project Roster which was included in the packet. He gave a description of the items on the list. He also noted a document named Unassigned Unaffiliated Projects (UUP) and described those items and gave examples. Also noted was the 2024 Annual Town Meeting Prep and how that list will develop. He suggested a discussion on prioritization within the Departments.

Mr. MacAskill began the discussion expressing his priorities, starting with the old procurements, to remove any not necessary.

Mr. Powers commented that there is a Department meeting scheduled and those projects will be discussed. He would be prepared to have a standing agenda item to continue to offer updates going forward.

Mr. Howell offered an alternative, to have these discussion at a working session. He would also like to look at the list as prioritizing in regards to the amount of cash.

Ms. Anderson suggested they do both, during meetings and working sessions.

At the request of Mr. MacAskill, Mr. Powers described, in detail, how the process works when some are not procurement people. He also added that some projects are unclassified, they are no longer procurement but more in the final stages of legal matters.

Mr. MacAskill requested a legal update on where those projects stand as they relate to this list.

Mr. Howell spoke of the Pleasant Lake Property, he would like to see that finished so that it will be in the hands of the Trust. He questioned having the Housing Advocate directing what happens with that property. This is a high level priority.

Mr. Powers emphasized that this is his responsibility but in order to get things accomplished he redistributes some of the work. He also manages all of his directs in a similar fashion. He assured the Board that it is ultimately his responsibility. It is important to demonstrate that from prior Town Meetings, there are 100 things that they are working on. None of the things listed indicates that other folks own it, outside of him.

Mr. MacAskill noted that his priority is Article 43, Dispose of Surplus Property at 276 Queen Anne Road and he gave his reasons. It is his absolute most important one and he would like Administration to do that one start to finish.

Mr. Howell and Ms. Anderson agreed with Mr. MacAskill noting all the positives.

Mr. Powers replied explaining why the DPW is involved with the property. He also explained that the DPW is a division with 24% of the projects noted.

Mr. MacAskill also commented that the list is excellent and appreciated.

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Mr. Handler commented and summarized with his understanding of the procedure and next steps.

Mr. Powers commented on how much work each person who works for the Town does and how much it is appreciated.

I. Discussion on topics for the Working Group Session

Ms. Anderson talked about the Working Session and what she hopes to accomplish. One item noted was going back and defining what the roles are for the Town Administrator, the Select Board etc. and how they all interact. She also talked about how often they can meet for the Working Group and asked for suggestions.

J. Discussion on Cape Media News proposal on legislative updates

Ms. Anderson noted that Cape Media News is doing legislative updates and has asked for the OK to have a member of the Select Board talk to him about what is going on.

Board members agreed that it is a good idea and suggested rotating to participate.

CONTRACTS:

A. Approve and authorize the Chair to sign the Memorandum of Understanding for the Regional Energy Planning Assistance (REPA) Grant between the Town of Harwich and Cape Light Compact

Mr. Powers gave an update on this issue.

Mr. Handler moved to approve and authorize the Chair to sign the Memorandum as presented, seconded by Mr. Howell. Vote 4:0 in favor.

B. Approve the following License Agreements for the Cultural Affairs Programming located at 204 Sisson Road:

- * A-02 - John Bonnani/Cape Cod Poetry Review
- * A-05 - David Cravenho
- * 102 - Mitzi Bramble
- * 105 - Sharon DiGennaro/Wildflower Studio
- * 113 Whitney Heavey
- * 202B - Christine (CJ) Conrad
- * 203 - Nettie (Annette) Berkeley/Nettie B By the Sea
- * 206A - Patricia Thomas
- * 209B - Cindy Ennes
- * 211 - Adele Scott Design Studio
- * Mary Jane Xenakis

Mr. Handler moved to approve the 10 License Agreements as presented, seconded by Mr. MacAskill. Vote 4:0 in favor.

TOWN ADMINISTRATOR'S REPORT

Mr. Powers announced personnel movement in a positive direction and contracts. He has promoted Crystal Legendre to the position of Assistant Treasurer/Collector. Also Kirkwood is the new vendor for online printing and is under contract for a year. The Fire Chief finalized procurement on hose valves and nozzles and he gave details. Regarding 62 Route 28, they contracted with Cape Cod Appraisal Services and he gave those details.

SELECT BOARD'S MEMBER REPORT

Mr. Handler noted that on June 20th, he and Ms. Anderson will be hosting their first Office Hours in the 204 building and shared the details. Also, he commented that he had gone into the school system and watched the first graders perform. He shared those details and commented on how amazing it was, he complimented the teachers and all involved.

Ms. Anderson noted that she attended the BBQ event. She thanked Cindy Williams for everything that she does noting the challenges and how hard she works. She led the group in a round of applause. She also attended the Pantry's gala and spoke with a developer who shared how cooperative and pleasant everyone is in Harwich.

Mr. Howell moved to adjourn, seconded by Mr. MacAskill. Vote 4:0 in favor.

Respectfully submitted,

Judith Moldstad
Board Secretary