

**SELECTMEN’S MEETING AGENDA\***

*Donn B. Griffin Room, Town Hall  
732 Main Street, Harwich, MA  
Executive Session 6:15 P.M.  
Regular Meeting 6:30 P.M.  
Monday, March 19, 2018*

*\*As required by Open Meeting Law, you are hereby informed that the Town will be video and audio taping as well as live broadcasting this public meeting. In addition, anyone in the audience who plans to video or audio tape this meeting must notify the Chairman prior to the start of the meeting.*

**I. CALL TO ORDER**

**II. EXECUTIVE SESSION** – Pursuant to MGL c.30A, §21(3) to conduct strategy sessions with respect to collective bargaining if an open meeting may have a detrimental effect on the bargaining position of the public body and the Chair so declares – HEA Union – changes to Executive Assistants’ job description

**III. PLEDGE OF ALLEGIANCE**

**IV. WEEKLY BRIEFING**

**V. PUBLIC COMMENTS/ANNOUNCEMENTS**

**VI. CONSENT AGENDA**

- A. Approve applications by Lanyard Bar & Grill for the following annual licenses: Common Victualler, Weekday Entertainment, Sunday Entertainment, and Automatic Amusement – Juke Box
- B. Confirm appointment of Kenneth Murphy as Local Building Inspector as recommended
- C. Authorize Town Administrator to sign letter of participation for Age-Friendly Regional Assessment with Barnstable County Human Services Department and designate Judi Wilson, COA Director as point person

**VII. PUBLIC HEARINGS/PRESENTATIONS** (Not earlier than 6:30 P.M.)

- A. Cape Cod Commission Update – *Kristy Senatori*

**VIII. NEW BUSINESS**

- A. Job Description and Advertisement for Assistant Town Administrator position – *Bob Lawton*
- B. Update of the Personnel By-Law Compensation and Classification plan; proposed salary adjustments for DPW Director and Town Clerk; Support Staff Supervisor and Executive Assistants’ job descriptions - *Bob Lawton*

**IX. OLD BUSINESS**

- A. Back taxes collection status – *Tax Collector/Treasurer Amy Bullock*
- B. Annual Town Meeting Warrant Articles – vote to support – *all articles to be discussed/voted*

**X. TOWN ADMINISTRATOR’S REPORT**

- A. DHY Clean Waters Meeting – March 22, 2018 at 6:00 p.m. Dennis COA
- B. Saquatucket Bulkhead
- C. Departmental Weekly Reports

**XI. SELECTMEN’S REPORT**

**XII. ADJOURNMENT**

*\*Per the Attorney General’s Office: The Board of Selectmen may hold an open session for topics not reasonably anticipated by the Chair 48 hours in advance of the meeting following “New Business.” If you are deaf or hard of hearing or a person with a disability who requires an accommodation contact the Selectmen’s Office at 508-430-7513.*

**Authorized Posting Officer:**

**Posted by:** \_\_\_\_\_  
Town Clerk

\_\_\_\_\_  
Ann Steidel, Admin. Secretary

**Date:** \_\_\_\_\_  
March 15, 2018