

**MINUTES
SELECTMEN'S MEETING
GRIFFIN ROOM, TOWN HALL
MONDAY, APRIL 23, 2018
6:30 P.M.**

APPROVED

SELECTMEN PRESENT: Ballantine, Brown, Howell, Kavanagh, MacAskill

OTHERS PRESENT: Town Administrator Christopher Clark, Amy Usowski, Robbin Kelley, Cyndi Williams, Christine Joyce, Tim Millar, Jack Brown, Ed McManus, Richard Waystack, Art Bodin, and others.

WEEKLY BRIEFING

No one appeared before the Board.

PUBLIC COMMENTS/ANNOUNCEMENTS

Ms. Williams of the Chamber of Commerce discussed upcoming events sponsored by the Chamber. Ms. Joyce of the Voter Information Committee discussed the upcoming candidates' forum. Ms. Usowski, Conservation Agent, announced the Arbor Day seedling giveaway on April 27th and Tour de Trash clean up event on April 28th. Ms. Kelley, Cemetery Administrator, announced the Historic Gravestone Clean Up Workshop tomorrow at the South Harwich Meeting House. Mr. Ballantine thanked Jamie Goodwin and Caleb Ladue for all the work they have done to support the Wastewater Support Committee.

CONSENT AGENDA

- A. Approve Minutes – April 2, 2018 Regular Session
- B. Approve 2018 renewals of Junk Dealer Licenses for Syd's A&J and Woody's Furniture Repair
- C. Approve request for assistance from the Caleb Chase Fund
- D. Authorize the Chairman to sign the FEMA Community Rating System Annual Recertification
- E. Approve the recommendation of the Housing Committee to select Arthur Bodin as Harwich's representative to the Barnstable County HOME Consortium

Mr. Ballantine moved approval of the Consent Agenda. Ms. Kavanagh seconded the motion and the motion carried by a unanimous vote.

NEW BUSINESS

- A. Request/Petition for discussion regarding the Pet Crematory

Chairman MacAskill reported that this item is on the agenda as one person asked for it to be on. He said questions which were provided on a petition is in the Board's packet. He explained that this has been voted by the Board of Selectmen and Finance Committee and is on the warrant. He said it has been talked about for some time, Ms. Kelley has provided a presentation on it at a Board of Selectmen meeting, and debate should be on Town Meeting floor. The Board took questions and comments from

the following people who spoke in opposition to the proposed pet crematory: Robert Piantedosi, Barbara Piantedosi, Matt Sutphin, Chris Hemeon, Hugh Drummond, Tom Birch, Jim Coyle.

Mr. Howell said he had a number of questions last time this came up about the business plan and the idea of the Town making money off of a commercial enterprise. He commented that he wouldn't want anyone to confuse his participation in the vote as his being supportive of the article and he stressed that it is up to Town Meeting. He pointed out that it was clear that this was going to be brought forward as a second component from the article at the last Town Meeting.

Mr. Ballantine and Ms. Kavanagh agreed with Mr. Howell and both stressed that this needs to be decided at Town Meeting where everyone will have a chance to speak. Chairman MacAskill also agreed. He urged questions to be forwarded to Ms. Kelley or Mr. Clark. He said Town Meeting approved the pet cemetery at which time there was lengthy discussion. He noted that only 379 people went to Town Meeting and stressed the need for people to get involved. He urged everyone to come to Town Meeting and voice their opinions as it is not up to the Board.

B. Municipal Housing Trust training session/responsibilities

Chairman MacAskill said he put this item on the agenda because there was a meeting on April 5th and there was no representation from the Town and he asked if anyone is responsible for attending these meetings and if not, can we make someone responsible. Mr. Clark responded that there was a meeting he went to last Wednesday with the Housing Committee Chair and the Town Planner. He said when these opportunities come up we will figure out who is going to cover but he didn't know if we needed to be at the event of April 5th. He said the Wednesday meeting was represented by four towns and was more of a discussion for people to keep themselves up to date. He added that they wanted to see how the Housing Trust worked out at Town Meeting and if adopted, appointments will be made to it and then we can assign someone to attend meetings. Mr. Ballantine asked the Town Administrator to provide guidance on which meetings to go to as some of them are duplicates. Ms. Kavanagh agreed and said some of them are overlapping. Mr. Bodin said he hasn't seen any public education with regard to the Trust. Ms. Kavanagh said she has communicated with Ms. Eldredge of the Housing Committee regarding getting the word out including getting it on the Town website and on Channel 18. Mr. Clark said a considerable effort went into the presentations to CPC and a lot of the meetings are now televised and it is a topic for tomorrow's Voter Information session. Mr. Clark and Mr. Howell explained the article.

C. RFPs for Saquatucket Snack Shack and Bank Street Property

Mr. Clark reported that we have documents available for the Saquatucket Snack Shack and the Bank Street property and he outlined those documents. Mr. Ballantine and Ms. Kavanagh thanked Mr. Clark for his efforts. Ms. Brown said she was surprised at the detail of the snack shack RFP as it seems it is outlining a business plan. She added that she is concerned about that and said her support is for a 100% private/public venture and she wouldn't support this RFP based on the detail. Mr. Howell stressed the need to come to Town Meeting and vote as the Board is only the legislative body. He noted that it was approved last year but we ran out of money and the voters need to decide what they want the project to be.

Mr. Howell moved to support the concept with the explicit ability to come back and actually vote a final document. Ms. Kavanagh seconded the motion and the motion carried by a 4-1-0 vote with Ms. Brown in opposition.

Mr. Clark noted that once the landside improvements are done at Saquatucket Harbor and the maintenance is moved over there, the building at 203 Bank Street will become vacant and Town Meeting authorized the sale of 203 Bank Street with the proceeds going to the debt on the harbor project. He said at Town Meeting it was clear that they want the property sold off and targeted for open space purposes so we have crafted an RFP to sell off the property for conservation purposes. He noted that it does about 2 conservation parcels already, one of which is held by the Harwich Conservation Trust. He said we have engaged an appraiser to get an appraised value and if no one bids on it, or the bids are too low, the Board doesn't have to approve it, it could be used for highest and best uses which would probably mean housing of some kind or reutilization of the building. Mr. Howell said he had some understanding that this was a piece of the whole cloth where we are talking about the bog to the south and the current conservation land and we weren't really interested in putting more in there because the Harwich Conservation Trust was looking at some innovative ways at doing nitrogen removal. Chairman MacAskill said Town Meeting authorized \$2,000,000 for attenuation for Cold Brook. He added that there were definitely comments made by several people that weren't interested in adding any nitrogen to the area. Mr. Clark said that Harwich Conservation Trust would like to take the cranberry bogs, which are not good for the environment or creating a diverse habitat or removing nitrogen, and have that returned to a natural state. He said they have had discussions about returning to a natural state and accomplishing nitrogen removal at the same time and it boils down to ponds and salt marshes being very good at removing nitrogen and marshland is not as efficient as the other two means. Mr. Howell commented that whether or not you attenuate the nitrogen, if you add bathrooms to that property it is most certainly going to add more nitrogen to the surrounding property. Ms. Kavanagh said it does make the most sense to not create more nitrogen so if we go into partnership with Harwich Conservation Trust that would be better for the Town than using the money to defray costs. Mr. Ballantine said he was hoping to find in the RFP some tie in with assessed value and the minimum we could sell it for. Chairman MacAskill recommended making the RFP broader, getting some responses, giving people a chance to comment, and then having conversation and a Board vote on it. Mr. Waystack said he doesn't like the fact that it's strictly non-profit and he suggested that the best use of it is one parcel with one building on it. He added that the RFP needs a lot more work and recommended they re-draft it. Mr. Clark and the Board agreed it needs more work.

D. Harwich Cultural Center

1. Financial Plan / update on expenses

Ms. Carey and Ms Strezpek played a video showcasing the activities going on at the Cultural Center and she provided the attached slide presentation and took questions from the Board. Chairman MacAskill commented that Ms. Carey continues to come up with ideas and book the larger spaces and he thanked her for all her efforts. Mr. Ballantine said he was skeptical coming into this, and he was originally looking at housing for this building but Ms. Carey has done a great job in moving him in a positive direction. Mr. Clark and Ms. Carey took questions from the Board. Ms. Kavanagh thanked Ms. Carey for all her hard work and added that the Cultural Center adds a lot of value to the Town in a way that we can't really measure. Mr. Howell thanked Ms. Carey and added that there is a value in any community to making room for history, art, culture, and recreation and this building is doing that. He added that we are not set up to allocate costs so that we cross bill, and to the extent that this covers its own expenses he is satisfied that we don't need to add on overhead costs from other departments.

2. Extension of the 2-year trial

Ms. Brown moved to extend the 2 year trial period another 5 years, so 6 years from now end it. Ms. Kavanagh seconded the motion. The Board took comments from Mr. McManus representing the Cranberry Festival who commented that he applauded the Board for considering this extension. The motion carried by a unanimous vote. Ms. Carey discussed the upcoming Art Week activities at the Cultural Center.

3. Creation of the labyrinth

Ms. Carey introduced Ms. Larinda Raquel who is an artist in the Cultural Center building and trained labyrinth facilitator who explained that labyrinths are community resources used for mindfulness, self-reflection, and to reduce stress. She commented that they are a non-denominational cross-cultural blueprint for well being. She explained that they are a single winding path that provides a meditative walk to the center and out again. Ms. Brown said she is concerned about separation of church and state. She added that she thinks it would be better placed in the back next to fields and she expressed concerns about parking needs. Mr. Clark said he would look into who owns the fields. Mr. Howell responded that many religions deal with inner peace and harmony so you aren't really invoking any religion. He added that he would encourage anything that promotes harmony. Ms. Kavanagh agreed and said it's a great idea and a wonderful contribution. Chairman MacAskill said he would like to explore where to put it. Mr. Ballantine asked if they are going to take donations to cover maintenance and Ms. Carey responded that they would. Mr. Clark recommended raising the funds, determining the location, and having the Town accept it as a gift. Mr. Howell moved to support the concept and that it would come back after the funding with a recommendation for where the siting might be. Ms. Kavanagh seconded the motion and the motion carried by a unanimous vote.

E. Dogs on Town beaches discussion

Chairman MacAskill said someone sent in an email in through the website requesting that the time that dogs are allowed on the beaches be extended. The consensus of the Board was not to change this and that no discussion was needed. No action was taken.

F. Grant Writing Training in Sagamore, MA

Chairman MacAskill questioned if we have anyone going to the grant writing training in Bourne. Mr. Clark said he would bring it up at tomorrow's department head meeting. He noted that there are a lot of private sector outfits that offer these services and they are not all valuable. Mr. Howell said he would be far more interested in seeing if the County can take over some of the mundane grant writing and Ms. Kavanagh agreed. Mr. Ballantine said he would like to bring this back as a long term priority. Mr. McManus, representing the Assembly of Delegates, said that the County has an Office of Resource Development that is tasked with monitoring and applying for grants and they would be willing to sit down with our staff interested in looking for grants in specific areas. Chairman MacAskill recommended that Mr. Ballantine write a long term strategy and Ms. Kavanagh and Mr. Howell look into what the County has to offer and bring that information back.

G. Additions to ATM Warrant after Selectmen approved and signed

Chairman MacAskill said there were two items added to the warrant by Administration after the Board voted to sign it including a letter from the Superintendent of Schools, and he asked Mr. Howell to discuss the other item. Mr. Howell explained that he participated in a meeting with the Town Clerk, Town Administrator, Attorney Giorgio, and Ms. Hall of the By-Law Charter Review Committee,

which centered around the fact that Attorney Giorgio said we needed to send a letter out notifying people if we were going to go to the ballot with Charter changes as a result of the previous Town Meeting. Mr. Howell said that this had never been brought up before in the 20 years we have contracted with the firm and he added that nobody takes direction of legal counsel, but rather just seek advice from them. He stressed that we hadn't sought their advice on this. He explained that the resulting letter that was inserted in the warrant points out that there were actions in the prior Town Meeting that resulted in amendments to the Charter. Chairman MacAskill and Mr. Howell said they had a problem with this being in the warrant. Mr. Clark apologized and said he takes full responsibility for putting these items in and said he should have circulated the materials to the Board. The Board agreed that they would have liked to have seen the items in advance. Chairman MacAskill gave an overview of the school letter noting that it was regarding the school budget article and this article was changed to reference the letter as Appendix D. He said there was a complaint about it and so he sought an opinion from Mr. Giorgio who opined that that it is not campaigning as it doesn't reference the ballot question. He said he took great exception to this and believes that Attorney Giorgio is wrong. He stated that Mr. Clark has apologized and he accepts that. Mr. Howell said the letters could have been handouts. The Board discussed that Administration or the Board should draft a letter explaining how these items ended up in the warrant or explaining it on Town Meeting floor and it was ultimately decided that this would confuse the issue. Mr. Clark said he would put in the timeline that last revisions to the warrant need to be the week before it gets signed.

OLD BUSINESS

A. One-liners – Article Assignments

There was no discussion on this item.

B. Ownership of the fields behind the Middle School – *discussion*

Chairman MacAskill said he has read the document and he doesn't see how anyone other than the Town can lay claim to the fields and Mr. Howell agreed. Mr. Clark said he walked the site with the Town Surveyor and they intend to do a map and send it to the school to show them that we own those fields. Ms. Kavanagh said we need to earmark them per engineering and have them document it.

TOWN ADMINISTRATOR'S REPORT

Mr. Clark said the wastewater information meeting of April 19 was very well received.

A. Departmental Reports

No action was taken on this item.

ADJOURNMENT

Ms. Brown moved to adjourn at 9:29 p.m. Mr. Ballantine seconded the motion and the motion carried by a unanimous vote.

Respectfully submitted,

Ann Steidel
Recording Secretary
Board of Selectmen minutes
April 23, 2018

DRAFT HARWICH CULTURAL CENTER FY '19 Budget

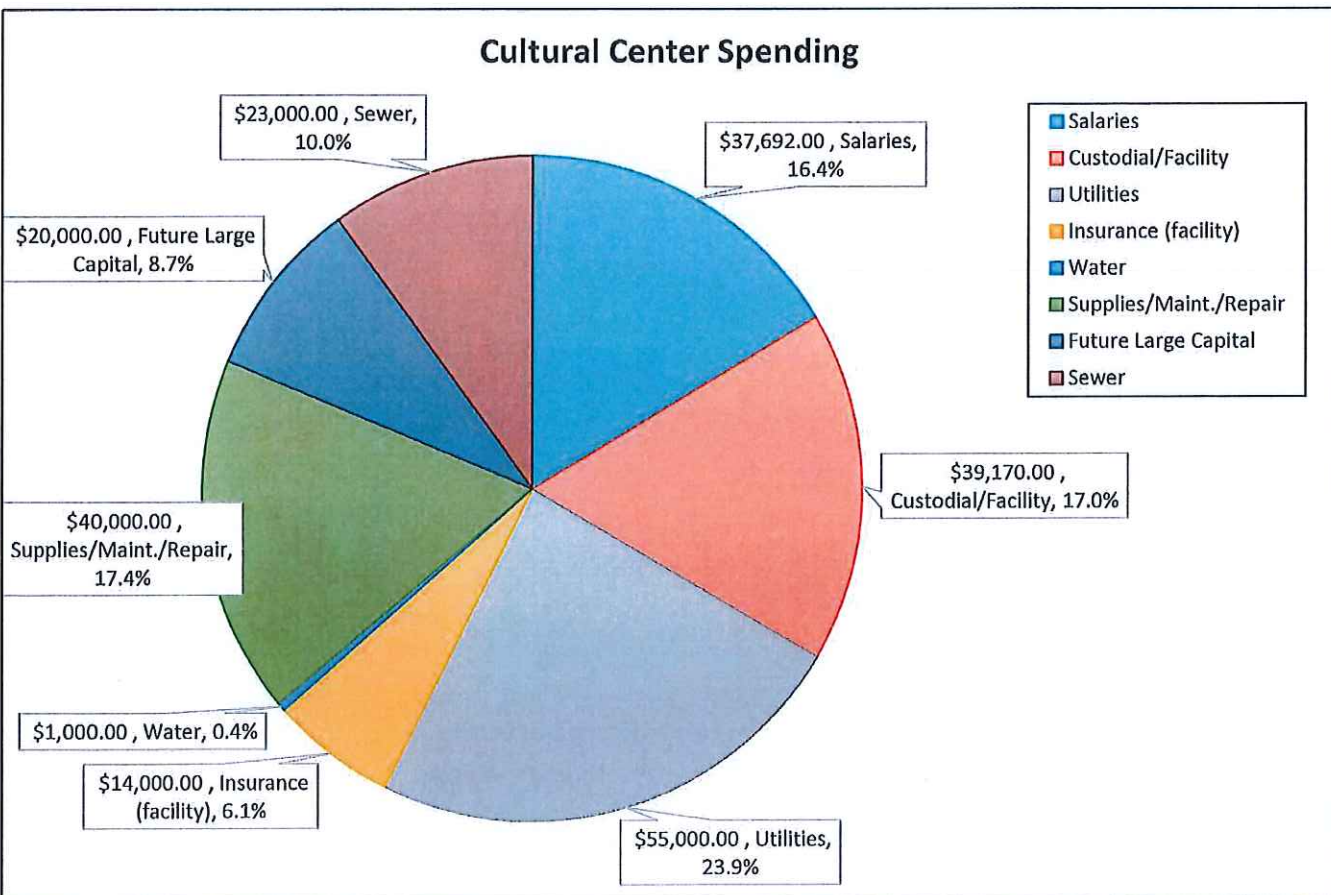
PROJECTED INCOME SOURCES

		Monthly Revenue	Yearly Revenue
28 studios	28 rooms	\$ 8,400	\$ 116,480
Portables (Activity Wing)		\$ 1,000	\$ 12,000
Shop (Basement)	(\$500/\$750)	\$ 750	\$ 7,500
Library, Auditorium, Cafeteria, Court Yard Space		\$ 300	\$ 3,600
Art Room		\$ 100	\$ 1,200
Gym		\$ 200	\$ 2,400
Museum (Administrative Suite)		\$ 500	\$ 6,000
Totals		\$ 11,250	\$ 149,180

SPENDING

		Estimated
Salaries	16.4%	\$ 37,692.00
Custodial/Facility	17.0%	\$ 39,170.00
Utilities	23.9%	\$ 55,000.00
Insurance (facility)	6.1%	\$ 14,000.00
Water	0.4%	\$ 1,000.00
Supplies/Maint./Repair	17.4%	\$ 40,000.00
Future Large Capital	8.7%	\$ 20,000.00
Sewer	10.0%	\$ 23,000.00
Estimated Total		\$ 229,862.00

Cultural Center Spending



Related Documents - April 23, 2018 BOS Meeting

- 01 Agenda.pdf
- 02 Minutes April 2.pdf
- 03 Syd's A&J License Renewal.pdf
- 04 Woody's Furniture License Renewal.pdf
- 05 FEMA Rating System Re-certification.pdf
- 06 HOME Consortium Representative.pdf
- 07 Housing Trust Training.pdf
- 08 Draft Harbor Snack Shack RFP.pdf
- 09 Draft Bank Street Property RFP.pdf
- 10 Cultural Center Information.pdf
- 11 Pet Crematory Petition.pdf
- 12 Discussion - Dogs on Town Beaches.pdf
- 13 Grant Writing Training in Sagamore.pdf
- 14 Additions to the ATM Warrant.pdf
- 15 ATM Article Assignments.pdf
- 16 Weekly Dept Reports.pdf