

APPROVED

**MINUTES
SELECTMEN'S MEETING
GRIFFIN ROOM, TOWN HALL
MONDAY, DECEMBER 19, 2016
6:30 P.M.**

SELECTMEN PRESENT: Brown, Hughes, Kavanagh, LaMantia

OTHERS PRESENT: Town Administrator Christopher Clark, Assistant Town Administrator Charleen Greenhalgh, Chief Guillemette, David Withrow, Sharon Pflieger, and others.

MEETING CALLED TO ORDER at 6:30 p.m. by Vice-Chairman Hughes.

WEEKLY BRIEFING

Chief Guillemette introduced new police officer candidate Daniel Donovan and Vice-Chairman Hughes welcomed him aboard.

CONSENT AGENDA

- A. Minutes:
 - 1. November 28, 2016 – Executive Session
 - 2. December 5, 2016 – Executive Session
- B. Confirm the appointment of Daniel J. Donovan as a full-time regular police officer with the Harwich Police Department per the recommendation of the Town Administrator and Police Chief
- C. Confirm appointment of Megan Holmes as Administrative Assistant in Assessors Office as recommended
- D. Approve the appointment of Mary Maslowski as a full member of the Historic District/Historical Commission from an alternate position
- E. Approve designation of Harwich Records Access Officers per the new Public Records Law
- F. Approve the 2017 Annual General License Renewals for Innholders, Common Victualler and Entertainment
- G. Approve the award of contract for the Articulating Man Lift to Aerial Titans in the amount of \$79,950

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

NEW BUSINESS

- A. Approval of Contract and Appointment of David Withrow as Interim Town Accountant/Finance Director

Mr. Clark introduced Mr. Withrow noting that he has 38 years of experience in Orleans. He stated that Mr. Withrow is well qualified and recommended that the Board appoint him for the temporary period. He outlined the contract for the Board. Ms. Kavanagh moved to approve the contract and appointment

of David Withrow as Interim Town Accountant/Finance Director. Mr. LaMantia seconded the motion and the motion carried by a unanimous vote.

B. Action Item Register Update

Vice-Chairman Hughes noted that the goals and objectives have been included in the document. He encouraged the Board to study these as a lot of the lead responsibilities are for the Board.

SELECTMEN'S REPORT

A. Committee Vacancy List

Mr. Hughes read the Committee Vacancy List and encouraged those with interest to apply.

Vice-Chairman Hughes stated that the Wastewater Implementation Committee has an interest in using the first floor of the Albro House as an Information Center/Project Office for their materials. He asked Mr. Clark to look at this. Vice-Chairman Hughes further noted that Ms. Pfleger has taken the lead responsibility on the Wastewater Handbook and Mr. Young of CDM Smith has gotten involved as well. He stated that he expected to have a working draft soon.

ADJOURNMENT

Vice-Chairman Hughes adjourned the meeting at 6:45 p.m.

Respectfully submitted,

Ann Steidel
Recording Secretary

Related Documents - December 19, 2016 BOS Meeting

- 01 Agenda.pdf
- 02 Full Time Police Officer Appt.pdf
- 03 Admin Asst Hire - Assessor's Office.pdf
- 04 Records Access Officer Designation.pdf
- 05 Annual General License Renewals.pdf
- 06 Articulating Man Lift.pdf
- 07 Interim Town Accountant Finance Dir..pdf
- 08 Action Items Register.pdf
- 09 Dec Committee Vacancy List.pdf