

APPROVED

**MINUTES
SELECTMEN'S MEETING
GRIFFIN ROOM, TOWN HALL
MONDAY, JUNE 19, 2017
6:30 P.M.**

SELECTMEN PRESENT: Brown, Howell, Kavanagh, MacAskill

OTHERS PRESENT: Town Administrator Christopher Clark, Assistant Town Administrator Charleen Greenhalgh, Amy Bullock, Cyndi Williams, John Stewart, Judith Underwood, Sally Urbano, Bob MacCready, Randy Pond, and others.

Chairman MacAskill reported that the Board had just come out of Executive Session where they discussed strategy in preparation for negotiations with non-union personnel specifically for the Town Administrator's contract and no action was taken.

PUBLIC COMMENT/ANNOUNCEMENTS

Ms. Williams of the Chamber of Commerce reported on the upcoming Harwich 5K Road Race scheduled for June 24, 2017

CONSENT AGENDA

- A. Approve request for assistance from the Caleb Chase Fund
- B. Approve and sign Bond Anticipation Notes
- C. Approve the Purchase of Surplus Beach Sand and authorize Chair to sign
- D. Approve Committee Appointments as follows:

Carol Thayer	Council on Aging	3 Year Term
Joanne Lepore	Council on Aging	3 Year Term
Charlie Czeck	Wastewater Implementation Comm	3 Year Term
Tom Caruso	Treasure Chest Committee	3 Year Term
Matthew Cushing	Board of Health	unexpired term to 2018
Sandra Hall	By Law/Charter Review Committee	3 Year Term
Aaron Gingras	Agricultural Commission	3 Year Term
Roseanne Shapiro	Harwich Cultural Council	unexpired term to 2019
Paul Gazille	Bikeways Committee	3 Year Term
- E. Approve Annual Committee Re-Appointments
- F. Rescind appointment of Courtney West as member of Harwich Cultural Council
- G. Approve request for One-Day Beer & Wine License by Historical Society

Chairman MacAskill held Item D. Ms. Kavanagh moved to approve the balance of the Consent Agenda. Ms. Brown seconded the motion and the motion carried by a unanimous vote. With regard to Item D, Mr. Howell said we are in the process of trying to realign the appointments that have been made over the past 5 or 10 years so that they meet the Charter and that they wind up being staggered. Mr. Howell moved to approve Item D. Ms. Brown seconded the motion and the motion carried by a unanimous vote. Ms. Brown moved to appoint Ms. Kavanagh as Clerk Pro Tem. Mr. Howell seconded the motion and the motion carried by a unanimous vote. The Board then signed documents for the Bond Anticipation Notes (Item B).

OLD BUSINESS

A. Part-time Housing Coordinator and establishment of a Housing Trust

Mr. Clark asked to table this to a later date as he has information from Yarmouth that he would like to include for the July 10 meeting and the Board agreed.

B. Pleasant Bay Composite Nitrogen Management Analysis / Joint Resolution

Chairman MacAskill noted that this item will be taken up next week in a meeting prior to the One Cape Meeting. He noted that there were some suggestions for changes that were addressed by Ms. Ridley. He noted that he has run the document by CDM Smith who responded that this version just seems to commit Harwich to participate in the permit development process and review of cost efficient analysis and that the permit is being done so we should be at the table. Mr. Clark outlined the changes including that any collaboration that would be done needs to be done in accordance with our plan. He noted that we have a 208 plan that has already been submitted and approved. Chairman MacAskill said Ms. Ridley seems to have addressed the Board's concerns discussed at their previous meeting. He noted that his only other concern is that it is asking us to agree that their science and our science match and he has discussed this with the consultant today. Mr. Clark said that if they adopt our plan as a basis for our contribution then there is no issue, if they are adopting an alternate plan or a plan that their consultant has put together, he would have an issue with that.

C. Categorized Tax Title List

Mr. Clark said he would be working with the Collector/Treasurer to put together a revised and shortened list to bring back. He noted that he has categorized the tax list per the Board's request.

NEW BUSINESS

A. Joint Meeting with Harwich Housing Authority to nominate new member to fill vacancy

Housing Authority members John Stewart, Judith Underwood, Sally Urbano, and Randy Pond joined the Board and Ms. Urbano called their meeting to order. Chairman MacAskill explained that we advertised the vacancy May 4th and we did not have any applicants but subsequently we had an applicant, Mary Maslowski. He noted that Ms. Maslowski serves on our Planning Board as an alternate, is Chair of our Historic District Commission, has a law degree and has previously expressed interest in housing. He noted that Ms. Maslowski was not able to attend tonight as she had another obligation. Chairman MacAskill further reported that he received Mr. Stewart's letter dated May 13 indicating the Housing Authority's unanimous support of reappointing Mr. MacCready but he would at least like to put Ms. Maslowski's name out there for consideration.

Chairman MacAskill explained that Mr. MacCready has served on the Housing Authority since 2007 and subsequently been the Housing Authority's designee to the CPC Committee from 2008 until now and has been the Chairman since 2013. He said his own sense is that we should open the door for other volunteers when there is a chance to do so and a lot of committees have the same volunteers and no vacancies ever come up. Mr. Howell stated that given that any action they take tonight is likely to be temporary in nature, he would support the approach that Mr. MacAskill has brought forward. Ms. Kavanagh said that it is confusing but overall she thinks it is great to have a fresh set of eyes.

Ms. Urbano stated that they are at a disadvantage as Ms. Maslowski is not present and questioned if they are going to proceed without her. Chairman MacAskill said he is open to anything but he didn't see that they have to fill this tonight. Ms. Underwood said she would like to meet her and would feel much more comfortable. Mr. Pond said he would like to see Mr. MacCready carry on as he has been very effectual, he is one of the most knowledgeable people and it would be very good for the Housing Authority to have Mr. MacCready continue. Mr. Stewart said he would really like to see Mr. MacCready back on the Board considering that this is just a temporary appointment and the other members are all fairly new. Ms. Urbano agreed with Mr. Stewart's remarks and commented that there is a lot to take in. Chairman MacAskill responded that you can't get any experience unless you get on the committee. Mr. Clark said it is appropriate to have both applicants present and suggested that the Board reconvene on July 10. Mr. Howell moved to recess until July 10 at which point we can take up the discussion again. Ms. Underwood seconded the motion and the motion carried by a unanimous vote.

B. Amend the Personnel By-Law Plan for FY18 in keeping with union increases

At Mr. Clark's recommendation, Mr. Howell moved to adopt the schedule. Ms. Brown seconded the motion and the motion carried by a unanimous vote.

C. Wastewater Inter-Municipal Agreement with Chatham

Mr. Clark explained that we went through negotiations for an Inter-Municipal Agreement with Chatham which was agreed to by both sides prior to their respective Town Meetings. He noted that in our case it was adopted at Town Meeting as well as at the ballot as it was subject to a funding prerequisite, and Chatham voted it at their Town Meeting. He noted that both Boards have approved the agreement but haven't signed it and if the Board signs it, we will send it over to Chatham for them to execute on their side. He stated that the first payment of \$2.2 million is due upon execution of the document. The Board acknowledged that they will be signing it tonight and that a letter should be sent to Chatham indicating that they have done so.

TOWN ADMINISTRATOR'S REPORT

A. Updates:

1. West Harwich School

Mr. Clark reported that he had a staff meeting on the West Harwich School and discussed concepts that make sense including pump station or wastewater recharge site.

2. Old Rec Building

Mr. Clark reported that he met with Facilities Maintenance Manager Sean Libby. He noted that the Town had entered into a long term lease with the Harwich Junior Theater which is now the Cape Cod Theater Company. He explained that the lease indicated that the Town would provide certain work and as such he has asked Mr. Libby to provide an overview as to whether the work had been done and its status. He stated that the Cape Cod Theater Company had certain obligations as well, one of which was to provide revenue from their shows and we have made efforts to try to reach them and haven't been able to connect. Ms. Coppola pointed out that she has made contact with them and it was agreed that they do owe the Town money and they would be speaking with their accountant and will get back

to us. Chairman MacAskill asked Ms. Coppola to send Mr. Clark the information on what has been paid. Ms. Brown commented that she thought there was a requirement that we install an elevator and Mr. Howell, who noted that he served on the Board of the theater at the time, explained that there was discussion of an elevator but the cost was \$150,000 so we agreed to a concept of reasonable accommodation under the ADA in which they would switch back to the first floor for any classes that were held that required accommodation. Chairman MacAskill said he is looking forward to seeing the assessment and would like to have a conversation with them about going into the Middle School building.

3. Bank Street Harbormaster Building

Mr. Clark reported that Mr. Cafarelli has been tasked with putting together an RFP. He said we have run into a concern as when we did an evaluation of the building they weren't sure of the underground storage tank for fuel and whether it was still there. He noted that if we were to sell the building we would need to determine the remediation amounts for asbestos in the building. He said Mr. Cafarelli is working on the RFP and will outline the work that needs to be done. He noted that per Town Meeting, it will first be offered for conservation type purposes, where HCT is a direct neighbor, and secondarily as buildable lots.

4. Middle School Building Portable Classrooms

Mr. Clark stated that we need to get another call into the County as they had asked for the portable classrooms for training. Chairman MacAskill noted that we have had great success in renting out the first floor of the Middle School and questioned if we can rent out those units as well. Mr. Clark responded that the Board did vote to dispose of those and as such we disconnected the sprinkler system and started to prep them for their departure. Chairman MacAskill asked to find out from the Facilities Manager what it would cost to reconnect them as we are going to have to pay to get rid of them.

Mr. Clark provided a status report on the 4 Central Avenue bid and took questions from the Board regarding the possibility of adding a deed restriction and bringing it back to Town Meeting. Chairman MacAskill asked Mr. Clark to put the information into a memo for an Executive Session item.

Mr. Clark reported that he will be filling in as the Acting Director of Council on Aging pursuant to the Charter effective July 5. He noted that he is conducting a recruitment process.

SELECTMEN'S REPORT

Ms. Brown moved to adjourn at 7:27 p.m. Mr. Howell seconded the motion and the motion carried by a unanimous vote.

ADJOURNMENT

Respectfully submitted,

Ann Steidel
Recording Secretary

Related Documents - June 19, 2017 BOS Meeting

- 01 Agenda.pdf
- 02 Bond Anticipation Notes.pdf
- 03 Surplus Beach Sand Bids.pdf
- 04 Committee Recommendations.pdf
- 05 Annual Committee Reappointments.pdf
- 06 Historical Society 1 Day License.pdf
- 07 Housing Coordinator.pdf
- 08 Pleasant Bay Resolution.pdf
- 09 Pleasant Bay Alliance Nitrogen Analysis.pdf
- 10 Tax Title List.pdf
- 11 Housing Authority Nomination.pdf
- 12 Personnel By Law Compensation Plan.pdf
- 13 Chatham Harwich IMA.pdf