

**MINUTES
SELECTMEN'S MEETING
GRIFFIN ROOM, TOWN HALL
MONDAY, MAY 29, 2018
6:30 P.M.**

APPROVED

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

OTHERS PRESENT: Town Administrator Christopher Clark, Carolyn Carey, Cyndi Williams, Lt. Considine, and others.

WEEKLY BRIEFING

Ms. Carey reported that the resurfacing of the Community Center gym floor is in progress and she expects it to be open on June 8th. Lt. Considine reported that there was a tabletop training exercise pertaining to 3 different hurricane emergency scenarios at the Emergency Operations Center today.

PUBLIC COMMENTS/ANNOUNCEMENTS

Cyndi Williams reported that June 1st is the application deadline for the Big Fix. Jannell Brown discussed the need for fundraising for the school trip to Washington D.C. noting that it is not a budget item and she has formed her own non-profit organization, Monomoy Equitable Learning Foundation, and is seeking support from the community.

CONSENT AGENDA

- A. Approve Minutes –
 - 1. April 23, 2018 Regular Meeting
 - 2. April 30, 2018 Regular Meeting
- B. Approve request by school to waive Town's vendor's license requirement to sell popcorn at 517 Route 28 during 2018 "Music in the Port" events
- C. Approve new Common Victualler application for Capeside Kitchen Inc.
- D. Appoint James Donovan as Conservation Commission's representative to Real Estate & Open Space Committee
- E. Accept resignation of Cynthia Nunes from Treasure Chest Committee

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

NEW BUSINESS

- A. Confirm appointment of new Assistant Town Administrator Evan Melillo as recommended

Mr. Clark described the hiring process and provided background information and he introduced candidate for Assistant Town Administrator, Evan Melillo. Mr. Melillo described his educational and professional background and thanked the Board for the opportunity to serve the Town. Mr. Howell moved that we confirm the appointment of Evan Melillo to the Assistant Town Administrator's post. Mr. McManus seconded the motion and the motion carried by a unanimous vote.

- B. Request by Cape Cod Commercial Fisherman's Alliance to send proposed comment letter to New England Fishery Management Council regarding Amendment 8 of the Atlantic Herring Fishery Management Plan - Establishing a Herring Buffer Zone

Ms. Cousart of the Cape Cod Commercial Fisherman's Alliance asked for the Board's support in sending the proposed letter to the New England Fishery Management Council regarding Amendment 8 of the Atlantic Herring Fishery Management Plan to establish a Herring Buffer Zone. She noted that the public comment period ends June 25th and she took questions from the Board. Mr. Howell moved that we support the letter as presented. Mr. Ballantine seconded the motion. Mr. Howell and Mr. McManus commented on our long standing history of protecting the herring population including going against the state by closing down the runs. The motion carried by a unanimous vote.

- C. Request to close a section of Joe Lincoln Road for family event on June 23, 2018 from 12:30 p.m. to 6:00 p.m.

Mr. Clark reported that this request was approved by the Police and Fire Departments. Mr. Howell moved to accept the request as written in the letter of May 10. Mr. McManus seconded the motion and the motion carried by a unanimous vote.

- D. Request for One Day Beer & Wine license from Paul Vardakis for event at Pilgrim Congregational Church on June 9, 2018 from 6:00 p.m. to 9:00 p.m.

Mr. McManus moved to approve the request for a One Day Beer and Wine License at Pilgrim Church on June 9 from 6:00-9:00 p.m. Mr. Howell seconded the motion and the motion carried by a unanimous vote.

- E. Request from Chief Guillemette to approve Lt. Considine's proposal for No Parking Zone at Cross Street & Route 28 including related signage and creation of parking spaces on Cross Street

Lt. Considine outlined his letter (attached) noting that we have had major issues with people parking in places that are creating hazardous situations. He outlined the three specific areas including Cross Street at Route 28 and the need for two "No Parking Here to Corner" signs on each side, the driveway leaving Schoolhouse Parking Lot going onto Pleasant Street which is a narrow road with vehicles parking on both sides of the driveway and the need for "No Parking" signs on both sides of the driveway, and on Cross Street which gets blocked by vehicles he requested one or two "Two Hour Parking Limit" signs in front of 2-4 Cross Street. Ms. Kavanagh joined the meeting at this point (6:53 p.m.). He added that they would like to add marked parking spaces there as well. Mr. McManus questioned if we need to amend our parking orders. Mr. Clark responded that under state statute the Board can set the parking regulations but it should be publicized with a map. He suggested doing something temporarily but added that we do have to change the Traffic Rules and Regulations. Mr. Howell moved that we give temporary authority to the Police Department to implement the four recommendations contained in Lt. Considine's letter of May 17 subject to advertising a permanent solution. Chairman MacAskill recommended bringing this back at the end of the summer. The Board agreed that they should put permanent signs up rather than paper signs in the interim.

TOWN ADMINISTRATOR'S REPORT

A. Departmental Reports

Mr. Matt Rosadini from Capeside Kitchen introduced himself and the Board wished him luck.

Mr. Howell questioned if the Cemetery Administrator was assigned to work on the HR manual and Mr. Clark responded that she was not and that it was part of the Suffolk University program she was taking.

Mr. Ballantine asked what sheds they are repairing at the harbor and Mr. Clark said he would check. Mr. Ballantine asked that the Treasurer report collections and disbursements as compared to last month or last year in her weekly report. He further asked for action plans from Town Meeting noting that he is specifically interested in the wastewater plans and how we are going to manage that.

SELECTMEN'S REPORT

A. Board of Selectmen re-organization for 2018-2019

Mr. McManus moved to nominate Julie Kavanagh be elected Chair of the Board for the coming year. Mr. Howell seconded the motion and the motion carried by a unanimous vote.

Mr. Howell moved to nominate Larry as the Vice Chair of the Board and Ed as the Clerk. Ms. Kavanagh seconded the motion and the motion carried by a unanimous vote.

Mr. McManus moved that Mr. Howell and Mr. MacAskill serve as the Interview and Appointments Committee. Ms. Kavanagh seconded the motion and the motion carried by a unanimous vote.

ADJOURNMENT

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

Respectfully submitted,

Ann Steidel
Recording Secretary



HARWICH POLICE DEPARTMENT


183 SISSON ROAD HARWICH MA 02645 508-430-7541

www.harwichpolice.com



Memorandum

TO: Board of Selectmen

FROM: Kevin M. Considine 
Operations Division Lieutenant

DATE: May 17, 2018

SUBJECT: No Parking Zone Requests

Below is information regarding the request for no parking signs on Cross Street @ Rt. 28, no parking signs on the driveway exiting School House parking lot (rear of lot) as well a request for 2 hour parking signs in front of the business on Cross Street (2-4 Cross Street).

BACKGROUND

- Over the past number of years, the Harwich Police Department has had on-going issues regarding the parking situation on Cross Street at Rt. 28. The issue on Cross Street is both sides of the road are currently used for parking. Vehicles start parking on Cross Street at the intersection of Rt. 28. This causes vehicles turning onto Cross Street from Rt. 28 to wait for vehicles exiting Cross Street at the same time, causing a traffic safety issue at this location. The Harwich Police are authorized to issue parking tickets (\$25 fine) to any vehicles parked within this area that are parked within 20 feet of Rt. 28 on Cross Street and we are asking for no parking signs to warn motorists of this prohibited parking zone. Current parking regulations prohibit parking within 20 feet of any intersection way. When vehicles park within 20 feet of Rt. 28 on Cross Street, they not only hinder turning traffic but more importantly they block the sidewalk on Rt. 28 forcing pedestrians onto Rt. 28.
- I have spoken to both business owners on both sides of Cross Street (George's Pizza and Mike Ulrich at the real estate office). Both stated they did not have any objections to this no parking zone recommendation and they both realize the difficulty at this location.

- While reviewing the Harwich Traffic Rules and Orders, I located an existing order (see enclosed) dated June 5, 1972. This order established a no parking zone on the WEST side of Cross Street from Rt. 28 North to #2 Cross Street for a total distance of one hundred and nine (109) feet. This area is NOT posted and parking IS ALLOWED in this area. My assumption is that over the years, these signs have either been taken down and never replaced and at some point parking was allowed to continue here. It is clear, due to this parking order, that parking was an issue here even in 1972 and we continue to have similar issues today.
- Rear of School House Lot: During the summer both during the day with beach parking at School House Lot and at night during the Music in the Port nights vehicles park on both sides of the rear driveway exit of School House lot. This exit road onto Pleasant Street is narrow and when vehicles park on both sides, an ambulance, fire truck and even sometimes a car are not able to travel this road causing a public safety concern. Last summer Harwich Police posted this area with temporary no parking signs due to these exigent issues and we are asking for a more permanent solution to this issue with the installation of no parking signs.
- Recently, I was contacted by business owner at 2-4 Cross Street, Rebecca Ahrensfield, who wanted advice on the parking issues on Cross Street. Rebecca stated during the summer, visitors park on Cross Street and more specifically in front on her shop. Rebecca has requested the spots in front of her shop be marked with pavement markings as well as posted 2 hour parking only. The pavement marking would delineate legal parking spots and would assist with the trouble she has with motorists parking on Cross Street and blocking her driveway.

RECOMMENDATIONS

1. Create a 'No Parking' Zone on each side of Cross Street, 20 Feet from the intersection of Rt. 28. This is a current no parking zone however it is not posted such. We would recommend 'No Parking Here to Corner' signs posted as well as yellow roadway markings to better inform motorists of this no parking zone.
2. Create a 'No Parking' Zone on the road leaving School House lot, both sides. Recommend 'No Parking' signs be posted in this area on both sides.
3. Post at least 2 signs in front of the shops at 2 Cross Street stating 'Two Hour Parking Only'.
4. Create parking spots utilizing pavement markings from the end of the no parking zone next to George's Pizza past the business at 2-4 Cross street and ending after the business.

Current Town of Harwich Municipal Traffic Code Rule and Order: Section 5-1 Stopping, Standing, and Parking: General Prohibitions: I: No Person shall allow, permit or suffer any vehicle registered in his name to stand or park in any street, way, highway, road or parkway under the control of the Town of Harwich in violation of any of the Traffic Rules or Orders adopted by the Harwich Board of Selectmen and in particular in any of the following places except when necessary to avoid conflict with other traffic or in compliance with the direction of a police officer or traffic sign or signal. II: Upon any street or highway within twenty (20) feet of an intersecting way, except alleys.

I have enclosed the following documents for review regarding this matter:

1. Traffic Rule and Order of 1972 adopted by the Board of Selectmen
2. Google image of the area in question
3. Harwich Traffic Rules and Orders adopted 2010 and 2011 by the Board of Selectmen
4. On street parking regulations / guidelines adopted by the Board of Selectmen

Reciprocity
Artisans Market



Cross Street Studio



Cross St

Driveway

Parking
Spaces →

George's Pizza House



Cross St

Cape Cod Associates
Real Estate



The Traditional
Barber Shop



• No Parking
here to corner
20 feet both
sides



Main St

B



Finland



Beacon Young &

Related Documents - May 29, 2018 BOS Meeting

- 01 Agenda.pdf
- 02 April 23, 2018 Minutes.pdf
- 03 April 30, 2018 Minutes.pdf
- 04 Waive Vendor License.pdf
- 05 Common Victualler Appl..pdf
- 06 ConsComm Rep.pdf
- 07 Committee Resignation.pdf
- 08 ATA Appointment.pdf
- 08 Herring Buffer Zone.pdf
- 09 Close Joe Lincoln Road.pdf
- 10 One Day Beer and Wine.pdf
- 11 No Parking Zone.pdf
- 12 Departmental Reports.pdf
- 13 Reorganization Rules.pdf