MINUTES
SELECT BOARD MEETING
Donn B. Griffin Room, Town Hall
732 Main Street, Harwich, MA
Monday, April 7, 2025
Executive Session 5:00 P.M.
Regular Meeting 6:00 P.M.

RELEASED
APPROVED

MEMBERS PARTICIPATING: Jeff Handler, Chair, Michael MacAskill, Vice Chair, Peter Piekarski, Clerk, Julie Kavanagh and Don Howell

ALSO PARTICIPATING: Joseph Powers, Town Administrator

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HARWICH, MA

I. CALL TO ORDER

Mr. Handler called the meeting of the Harwich Select Board to order on Monday, April 7, 2025 at 5:00PM and noted that they would be entering into Executive Session and returning to Open Session no earlier than 6:00PM.

Mr. Piekarski moved to enter into Executive Session as presented. Seconded by Mr. MacAskill.

Vote: 5:0 in favor by roll call vote. Motion carried.

II. EXECUTIVE SESSION

A. Pursuant to MGL c. 30A, §21(a)(6) to consider the purchase, exchange, lease or value of real property if the Chair declares that an open meeting may have a detrimental effect on the negotiating position of the Town; 62 Route 28

B. Pursuant to MGL c.30A section 21 (a)(3) to discuss strategy with respect to collective bargaining for all town unions and non-union personnel and or contract negotiations with non-union personnel and the Chair has determined that open session would have a detrimental effect on the town's bargaining position

Mr. Handler called the meeting of the Select Board back to order at 6:00PM reporting that while in Executive Session no action was taken. He noted that at the end of Open Session, the Select Board will be returning to Executive Session and not returning to Open Session.

III. PLEDGE OF ALLEGIANCE

Mr. Handler invited all attendees to join in the Pledge of Allegiance.

IV. STAFF COMMENTS/ANNOUNCEMENTS

Crystal Legendre, Treasurer/Collector gave details on how to obtain access to beaches, the transfer station and the Treasurer Chest, both on line and by mail. All the information is on the website.

V. WEEKLY BRIEFING

Mr. Powers gave an update and a two week look ahead related to the Phase 3 Sewer Extension Project, noting the areas of the work and road detours.

VI. PUBLIC COMMENTS/ANNOUNCEMENTS

None

VII. CONSENT AGENDA

A. Approve the Select Board Meeting Minutes from March 24, 2025

Mr. Piekarski moved to approve the Select Board Meeting Minutes from March 24, 2025. Seconded by Mr. Howell.

Vote: 5:0 in favor. Motion carried.

B. Accept a gift in the amount of $10,000 from Timothy Ritchie for the purpose of rebuilding the stairs to access Jenkins Beach on Walther Road

Mr. Handler noted that he had spoken to Mr. Ritchie about using the funds for preliminary work. He noted that Mr. Ritchie is comfortable using the funds that he and his wife have donated for anything that needs to be done with respect to the stairs, not just the construction of the stairs.

Matt Sutphin read a letter that he had previously sent to the Board. He noted that the Conservation Commission had voted to not rebuild the stairs at Walther Road, questioned why that decision was not respected by the Select Board and why the Board requested a second legal opinion. He noted that he is the only outlier attempting to underpin the sanctity of Josephine Jenkins' gift. Mr. Sutphin commented that if the Select Board had respected the Conservation Commission's decision, the present situation would not be happening. He referred to the Ritchie's gift, commenting that it imbues a private/public relationship that the Town does not need to get involved with. He noted that the ConCom did not create nor would they have created an expense for the Town with its determination. He added that any future expenses should rest at the feet of the Select Board.

Mr. MacAskill moved to accept a gift in the amount of $10,000 from Timothy Ritchie for the purpose of rebuilding the stairs to access Jenkins Beach on Walther Road. Seconded by Mr. Piekarski.

Mr. Howell noted that he would have preferred to have something in the packet that confirms the Ritchie's desire to shift the money from one place to another.

Mr. Piekarski commented that he appreciated Mr. Sutphin's passion on the subject and that this is a disagreement on an interpretation. He added that the emails received by the Board did not impact his decision. Mr. Piekarski noted that the Conservation Commission did not opine on the stairs, they opined on the letter. He commented that he is comfortable with and appreciates the donation. He also would've preferred an updated letter. Mr. Piekarski noted that it is right and appropriate for the Town to pay for everything but he also appreciates the donation.

Ms. Kavanagh commented that this belongs in front of Conservation. She also noted that it was a generous gift and she is not opposed to it being used for a site plan or whatever is needed to get t his issue before Conservation.

Vote: 4:1 in favor with Mr. Howell opposed. Motion carried.

VIII. PRESENTATIONS

A. Update from District Attorney Robert Galibois

D.A. Galibois gave an update on what his office has been working on in the last year. He noted and explained the Child Emergency Response Team (CERT). He also referred to human trafficking, the growing awareness and what they have done with Grant money. He noted a Statewide Conference on April 10th and 11th in Hyannis and he mentioned how many speakers and registrants are expected. D.A. Galibois noted their efforts regarding fentanyl and the statistics which reflect progress. He referred to and explained Critical Incident Management Systems (CIMS) in detail as well as their efforts to expand the CIMS database. His office approached Cape Cod Health Care regarding Critical Incident Management Systems (CIMS) who awarded them a $1.0 million Grant. He explained how the DA's Office would use those funds to expand the program. D.A. Galibois noted that Harwich Detective Bob Bracket hosts the monthly Cape Detectives' meeting at the Harwich Police Department. D.A. Galibois noted that he had requested fraud data from the Departments and emphasized the amount of fraud involving the elderly. He gave examples of the cases, the data and how many cases the Departments were able to go forward with. He noted their efforts to secure additional funding to help the Departments address the issue of fraud.

Mr. Piekarski commented that the number of fraud cases is higher than noted because so many cases are not reported. He also would like more detail on the abuse cases being reported to the DA's Office. Mr. Piekarski commented that he appreciates the efforts against human trafficking noting that it is something the DA's Office and Law Enforcement can have an impact on.

Mr. Howell also thanked D.A. Galibois for his efforts, especially regarding elder abuse.

Ms. Kavanagh commented that she appreciated the efforts regarding human trafficking and she noted for the public, the number of cases the Departments have handled on Cape.

Mr. MacAskill commented on the numbers regarding fentanyl and asked if there was yearly statistical data regarding holds and arrests.

D.A. Galibois replied that his office has that data and will supply it to the Board.

Mr. Handler commented that both the numbers and the work the D.A.'s office is doing are astonishing. He commented on Cape Cod Health Care's (CCHC) $1.0 million grant and that it is a testament to CCHC's and Michael Loth's commitment to the community. He thanked D. A. Galibois and commented on how important it is for people to know what is going on behind the scenes.

Mr. Piekarski recognized Detective Bracket for his time and effort.

B. Climate Leader Community Certification for Harwich presented by Valerie Bell, Chair of the Harwich Energy and Climate Action Committee

Valerie Bell noted a program that is available through the State of Massachusetts. She noted that Harwich has been a Green Community since 2019, noting the financial benefits to that designation including Grants that have been awarded to Harwich. She explained why this Program is needed in Harwich, emphasizing the need to reduce the carbon to meet the State's goal of being net zero for carbon by 2050. She noted and explained the Climate Leader Program, how it benefits Harwich and what has to be done to qualify. Ms. Bell showed a map with the Building Energy Code Adoption by Municipality. She showed a hybrid vehicle from CAT and electric police cruisers and explained the benefits of the vehicles. Ms. Bell noted the programs and the help in place to assist Harwich in becoming a Climate Leader Community as well as the process to apply. She noted that the Town doesn't have a designated person to write or administer Grants. She noted the financial benefits received by Towns that have someone in that position. She noted options to a full tome position. Ms. Bell requested that the Board support this Program and see how it can help Harwich mitigate climate change, a cause the Town has voted to tackle. She requested that the Board take responsibility for completing the application for help with the road map and file it before the July 25th deadline, keeping in mind that the roadmap Grant does not obligate the Town to continue with the Program.

Mr. Handler thanked Ms. Bell for the presentation and all the work she has done over the years for Harwich.

Ms. Kavanagh referred to the summer intern program for a Grant writer and she asked if Ms. Bell's committee has a project that they could pitch.

Ms. Bell replied that if the Board decides they want to apply for the Grant from the State, to create a roadmap, an intern could do some of the background work.

Ms. Kavanagh noted that she was willing to make a motion to fill out the Grant application.

Mr. Howell commented that he supports the goal but questioned if there is a slide that has a matrix about what the enhanced stretch code requires of building from new, as compared to what the current code does, that can be provided to the Board.

Ms. Bell replied that she can provide that information. She explained both the existing stretch code and the specialized stretch code.

Mr. Piekarski thanked Ms. Bell for the presentation and her efforts. He commented that he struggles with some aspects of it but the goal of doing better for the planet is admirable and he agreed with that point.

Ms. Bell noted that the State has a deadline of 2050 for net carbon zero and is offering money which she feels will eventually disappear. She noted that the specialized stretch code is coming and noted the benefits to planning what Harwich wants to do rather than wait for the State to tell them what to do.

Mr. Howell asked if Administration has looked at this and if there is a recommendation.

Mr. Powers replied that Ms. Bell had given a presentation a month ago. He had explained that there may be personnel costs for the intern but the roadmap process is a policy direction of the Board. He noted that they can pursue the intern application and the Grant for the roadmap but the rest is up to the Board.

Ms. Kavanagh moved to approve Administration moving forward with applying for the Climate Leader Roadmap Grant. Seconded by Mr. Howell.

Mr. MacAskill commented that he was not prepared to act on anything at this time, he would like to do some research. He noted that he is not against it but will vote no for tonight.

Mr. Handler also noted that he would like to do more research and was not prepared to vote at this time. He will get more information and share with the other Board members.

Mr. Howell commented that he would prefer to not have a negative vote. He withdrew his second.

Ms. Kavanagh withdrew her motion.

Ms. Bell offered to work with Mr. Handler and to supply more information.

Mr. Handler noted that this will be back on the Agenda right after Town Meeting.

IX. 2025 ANNUAL TOWN MEETING

A. Vote to open the 2025 Annual Town Meeting Warrant

Mr. Powers asked that the Board open the Town Meeting Warrant and explained his reason.

Mr. MacAskill moved to open the 2025 Annual Town Meeting Warrant. Seconded by Mr. Howell.

Vote: 5:0 in favor. Motion carried.

B. Vote to place, accept and adopt Article 54: Annual Departmental Revolving Funds Authorization

Mr. MacAskill moved to place, accept and adopt Article 54: Annual Departmental Revolving Funds Authorization in the 2025 Annual Town Meeting Warrant.

Mr. MacAskill withdrew his motion.

Mr. MacAskill moved to place Article 54: Annual Departmental Revolving Funds Authorization in the 2025 Annual Town Meeting Warrant. Seconded by Ms. Kavanagh

Mr. MacAskill moved to accept and adopt Article 54: Annual Departmental Revolving Funds Authorization in the 2025 Annual Town Meeting Warrant. Seconded by Ms. Kavanagh.

Mr. Howell commented that the Town is spending too much money through revolving accounts that should be done through the general fund. He stated that he will be voting against this and wants to be sure all Board members are making the same commitment in this meeting, that they have in the past, that their intention is that they are going to fix this next year. He noted that they have used 204 Sisson as an example and they know how much should be in a regular budget as every other municipal building is for operation. He commented that there shouldn't be over a million dollars worth of funds that the program people access directly.

Vote: 3:2 in favor with Mr. Howell and Mr. Piekarski opposed. Motion carried.

C. Vote to close the 2025 Annual Town Meeting Warrant

Mr. Howell moved to close the 2025 Annual Town Meeting Warrant. Seconded by Mr. MacAskill.

Vote: 5:0 in favor. Motion carried.

X. PUBLIC HEARING

A. Public Hearing continued from March 10, 2025 – Vote to approve a Chapter 138, Section 12 all alcohol liquor license transfer for B&N Company, LLC d/b/a Dive, Dine & Drink, 986 Route 28

Mr. Howell moved to reopen the Public Hearing. Seconded by Ms. Kavanagh.

Vote: 5:0 in favor. Motion carried.

Mr. Powers read the request to transfer a liquor license as presented. He noted that the previously noted issue has been corrected. The Town thanked the applicant for working with the Town in getting that number confirmed. He stated that Town recommends approval of the request.

Atty. Sem Aykanian was present for the applicant. He noted her accomplishments and credentials.

Mr. Handler asked for comments from the public. No comments were offered.

Mr. MacAskill moved to close the Public Hearing. Seconded by Mr. Howell.

Vote: 5:0 in favor. Motion carried.

Mr. MacAskill moved to vote to approve a Chapter 138, Section 12 all alcohol liquor license transfer for B&N Company, LLC d/b/a Dive, Dine & Drink, 986 Route 28 as presented. Seconded by Ms. Kavanagh.

Mr. Handler noted that the Police Department had no objection.

Vote: 5:0 in favor. Motion carried.

XI. JOINT MEETING WITH SELECT BOARD AND THE COMMUNITY PRESERVATION COMMITTEE

A. Presentation from Renee Davis from Markum, LLC on the results of the Community Preservation Funds Audit

David Nixon, Chair called the meeting of the Community Preservation Committee (CPC) to order o April 7, 2025 at 7:05PM. CPC members identified themselves for the record: Marcel Vigneau, Art Boden, Emily Brutti, Kathy Green, Mary Maslowski and Dave Nixon.

Mr. Handler noted that Renee Davis was participating remotely.

Ms. Davis referred to concerns about the way the CPC funds have been recorded in the Town's general ledger. She also noted that the CPC was in agreement with the balance in their accounts as of June 30, 2019. She explained CPC funds, its revenue, how much is set aside and what those funds are used for. Ms. Davis noted that Markum, LLC was charged with and agreed to go from June 30, 2019 through June 30, 2024 and trace what was voted by Town Meeting to what happened in the general ledger. She gave a brief summary of the results of the data year by year. She noted the recommendations for FY21, FY22 and FY23 to correct specific issues. She also noted trueing up revenue at the end of each year, funds that were taken from Undesignated which could have been taken from a Reserve Account and she explained the reasoning in detail. Ms. Davis explained the recommended process going forward. She noted that the question is whether they go back and fix the revenues of the past or live with the assumption that, if the CPC was making recommendations on good information, they would have spent money out of those reserve accounts first. She stated that she does not think the funds overall have any issues in the balance that's recorded. The issues are definitely within the "buckets" and they have recommendations for the Town to record a journal entry. She commented that a correction of an error doesn't need to go to Town Meeting. It needs to be recorded with support in the ledger. It would change the amounts that the CPC has going forward with when they decide where they will take funds from. The decision is, does the CPC want to change what the Reserves are and that would have to be done at Town Meeting.

Mr. Powers referred to Article 22 on page 25 of the Town Meeting Warrant which is a true-up Article which accomplishes what Ms. Davis had explained.

Ms. Masłowski noted that the CPC discussed what Ms. Davis had explained that the CPC would have to do to make those true-ups. They decided to move $351,000 into each of the three buckets. She was unsure what the $400,000 from the land grant would do to the balance of the Undesignated. She confirmed with Ms. Davis that the $400,000 would have to go to Open Space. Ms. Maslowski also noted an issue with $166,000 from the Land Bank and Town Meeting voting twice. She asked what happened to those two votes. She asked Ms. Davis if she had tracked that information.

Ms. Davis responded with an answer to Ms. Maslowski's question.

Mr. MacAskill commented that if the CPC is happy with the audit, he is also happy with it.

Ms. Maslowski asked Ms. Davis if she was going to supply the CPC with updated spreadsheets.

Ms. Davis replied that she would and explained what data would be included. She also noted the recommendations of a change in the CPC's process going forward.

Mr. MacAskill requested that Ms. Davis present back to the CPC and the Select Board a definite answer related to the Land Bank questions. He also suggested to Mr. Powers that the Town develop a policy so that the ledgers are only done one way and he asked how the Town will accomplish that.

Mr. Powers replied that the Finance team reports to the Finance Director and the Finance Director is a direct report of the Select Board, while they serve.

Mr. MacAskill commented that the Select Board needs to work with CPC to create a policy so there is one way to do this.

Ms. Kavanagh commented that she is glad CPC had the adit and that part of the problems were the transitions in the Finance Department.

Ms. Maslowski commented that the CPC had been asking if they needed to do a true up because they had been conservative in their estimates and they had repeatedly been told it was unnecessary. She noted that it is something they need to do.

Mr. Howell commented that this took a great amount of patience from the CPC. He noted for the public that this wasn't a problem of days, weeks or months and that Mr. Nixon has been talking about this for years. He noted that somehow the Board let the CPC go adrift without any help from the Board and that it is the Select Board's responsibility. He noted that the Finance Director works directly for the Select Board. He commented that the CPC should never have been put in this position.

Mr. Piekarski asked if the aforementioned Article needs to be amended on Town Meeting floor.

Ms. Maslowski replied that she would have to look to see if the $400,000 Land Bank transfer makes a difference. If it does, they may need to meet and vote to change their motions and change the buckets on Town Meeting floor. She is hoping that the numbers are close enough that it doesn't make a difference.

Mr. Powers clarified that Article 22 is a true-up Article and that Article 23 is a housekeeping Article. He noted that Article 22 includes specific numbers. His concern is that the Moderator would rule that the scope cannot be exceeded. He suggested that, if the numbers are too low, they rely on Article 23.

Mr. Handler asked Ms. Maslowski to inform Ms. Kavanagh, as the Liaison, when CPC has made a decision regarding the Articles.

Mr. Handler asked Ms. Davis for her timeline to get the information to the CPC.

Ms. Davis replied that it could be within a week. She noted that it includes a spreadsheet which has to be sent electronically and asked who it should be sent to.

Mr. Nixon responded that she should send it to the CPC.

Mr. Handler stated that he preferred that it be sent to Administration first and then sent to CPC and the Select Board at the same time.

Mr. Powers replied that it should go to the Executive Agency first.

Ms. Davis stated that she will send it to the Administration Office this week.

Mr. Nixon adjourned the CPC.

Mr. MacAskill requested taking an item out of order under Contracts.

XII. NEW BUSINESS

A. Vote to approve a Special Permit Application for a one-day wines & malt permit for Cindy Ennes, event to be held on May 2, 2025, from 5:00 p.m. – 8:00 p.m., at 204 Sisson Road

Mr. Piekarski moved to approve a Special Permit Application for a one-day wines & malt permit for Cindy Ennes, event to be held on May 2, 2025, from 5:00 p.m. – 8:00 p.m., at 204 Sisson Road. Seconded by Mr. Howell.

Vote: 5:0 in favor. Motion carried.

B. Vote to approve a Special Permit application for a one-day wines & malt permit for Cape Cod Rugby, events to be held on May 3, 2025 & May 10, 2025, from 10:00 a.m. – 3:00 p.m., at 75 Oak Street

Mr. Piekarski moved to approve a Special Permit application for a one-day wines & malt permit for Cape Cod Rugby, events to be held on May 3, 2025 & May 10, 2025, from 10:00 a.m. – 3:00 p.m., at 75 Oak Street with the approval of the Rec & Youth Commission. Seconded by Mr. Howell.

Mr. MacAskill asked if the Rec & Youth Commission had signed off on this event since they control the field and there will be alcohol.

Mr. Powers noted that the Rec & Youth staff did sign off on the application.

Vote: 5:0 in favor. Motion carried.

C. Vote to approve the following 2025 seasonal on-premise liquor license renewal:
1. Ashwood Food Service, d/b/a Jake's at Cranberry Valley, 183 Oak Street-pending a passing fire inspection

Mr. Piekarski moved to approve the following 2025 seasonal on-premise liquor license renewal:1. Ashwood Food Service, d/b/a Jake's at Cranberry Valley, 183 Oak Street-pending a passing fire inspection. Seconded by Mr. Howell.

Mr. Powers noted that the Fire Inspection had been completed.

Vote: 5:0 in favor.

D. Vote to approve the following 2025 Seasonal Common Victualler license renewal:
1. Pelham on Earle Operating LLC, d/b/a Pelham on Earle, 30 Earle Road
2. Sundae School IC Holding LLC d/b/a Sundae School Ice Cream, 606 Route 28

Mr. Piekarski moved to approve the following 2025 Seasonal Common Victualler license renewal:
1. Pelham on Earle Operating LLC, d/b/a Pelham on Earle, 30 Earle Road
Seconded by Mr. Howell.

Vote: 5:0 in favor. Motion carried.

2. Sundae School IC Holding LLC d/b/a Sundae School Ice Cream, 606 Route 28
Seconded by Mr. Howell.

Vote: 5:0 in favor. Motion carried.

E. Vote to approve the following 2025 Amusement license renewals:
1. Hall Karts, Inc d/b/a Buds Go-Karts, 9 Sisson Road

Mr. Piekarski moved to approve the following 2025 Amusement license renewals:
1. Hall Karts, Inc d/b/a Buds Go-Karts, 9 Sisson Road
Seconded by Mr. Howell.

Vote: 5:0 in favor. Motion carried.

F. Vote to approve the following 2025 Seasonal Entertainment license renewals:
1. Pelham on Earle Operating LLC, d/b/a Pelham on Earle, 30 Earle Road
Weekday
11:00 a.m. – 10:00 p.m. outside
Dancing by live performers, live/recorded music, amplification system
Sunday
11:00 a.m. – 10:00 p.m. outside
Dancing by live performers, live/recorded music, amplification system

Mr. Piekarski moved to to approve the following 2025 Seasonal Entertainment license renewals:

1. Pelham on Earle Operating LLC, d/b/a Pelham on Earle, 30 Earle Road
Weekday
11:00 a.m. – 10:00 p.m. outside
Dancing by live performers, live/recorded music, amplification system
Sunday
11:00 a.m. – 10:00 p.m. outside
Dancing by live performers, live/recorded music, amplification system

Seconded by Mr. Howell.

Mr. MacAskill noted one change in the time of an hour earlier, 11:00AM instead of noon. He also noted that the Board has not received any complaints from that location.

Vote: 5:0 in favor. Motion carried.

XIII. OLD BUSINESS

A. Discussion on next steps on Finance Director Search; Votes may be taken

Mr. Handler noted that the Board is close to naming a date for their interviews. He noted Wednesday, April 16th beginning at 3:00PM for approximately 4 hours and asked Mr. Powers if there was enough time for notice. He also asked if a room would be available and how the Board felt about announcing the 4 finalists names.

Mr. Powers replied that he will find out about notice first thing in the morning. He also stated that there will be a room available.

Mr. Piekarski noted that the finalists need to be told that they are finalists.

Mr. Handler asked if the Board could all agree to Wednesday the 16th at 3:00PM.

All members agreed to that date and time.

Mr. Howell commented that the applicants have the perogative of withdrawing their name prior to any names being released.   If the Board comes up with a date and notifies the applicants that their names are going to be released, they may withdraw.

Mr. Handler noted that he will follow up with Mr. Powers on the April 16th date.

Mr. Powers confirmed that the Board would be relying on staff to fill the time slots for the interviews.

XIV. CONTRACTS

A. Discussion and Vote to approve a Contract with Waterworks Consulting, LLC. not to exceed $50,000 for Wastewater Project Consulting Services

Dan Pelletier of Waterworks Consulting, LLC was present.

Mr. Handler noted that he had discussed changes in language of the contract regarding mileage and expenses with Mr. Pelletier.

Mr. Pelletier requested that the $0.67 per mile reimbursement on the car remain and noted that he had no issue striking any other items.

Mr. Handler noted the language in the contract as presented in the packet and confirmed what Mr. Pelletier would be comfortable striking.

Mr. Pelletier clarified that if there is some subcontract expense at some point, that he would not be expected to assume that cost. He offered to do cost plus 0%.

Mr. Handler confirmed that they would strike the language for cost plus 10% and the same regarding expenses.

Mr. Pelletier explained what he anticipates for expenses.

Mr. Howell commented that the amendments are in Mr. Pelletier's proposal but not in the RFP.

Mr. Handler noted that counsel has written the agreement between the Town and the contractor and it references the proposal.

Ms. Kavanagh clarified the language that would be stricken from the contract.

Ms. Kavanagh moved to approve the contract with Waterworks Consulting, LLC with the following revisions: strike the outside services and subcontractors to reflect cost, remove plus 10% and strike play 10% under Expenses on the Municipal Fee Schedule page as part of the contract for Waterworks Consulting, LLC. Seconded by Mr. MacAskill.

Vote: 5:0 in favor. Motion carried.

Mr. Handler asked that Mr. Pelletier address the Board and explain where he expects to start this process.

Mr. Pelletier noted the three phases, plan, design and construction. He gave a detailed description of what he would include in each of those phases. He also noted his immediate step to be updated on what has been accomplished in the last year as well as a detailed outline of his plan moving forward.

Mr. MacAskill noted the need for engineering services to determine how much flow Harwich has going to Chatham. He suggested having a conversation with Mr. Pelletier to discuss what is involved in getting the actuals and where they will be, rather than what Harwich had purchased.

Mr. Handler asked Mr. Pelletier to have all his necessary insurances sent to Administration prior to starting.

Mr. Pelletier initialed the contract as revised.

XV. TOWN ADMINISTRATOR'S REPORT

Mr. Powers announced one hire for the next Local Building Inspector. He gave an over view of Lucas Colburn's experience and qualification. He also noted three contracts and described each in detail.

Mr. Howell thanked Mr. Powers for following through with the privacy fence at the Community Center.

Mr. MacAskill specifically noted the DPW Director and staff for the work they have done over time to keep the neighbors happy.

XVI. SELECT BOARD MEMBER REPORT

Mr. Piekarski asked that Mr. Powers inform the Board of the balance in the Article related to the cruisers. He also asked if the Rec Department carries any money for maintenance and updates on the AED's.

Mr. Powers replied that, included with the AEDs are a carrying case and nominal replacement parts.

XVII. CORRESPONDENCE

None

XVIII. ADJOURNMENT

Mr. MacAskill moved to recess Open Session to enter into Executive Session. Seconded by Ms. Kavanagh.

Vote: 5:0 in favor. Motion carried. Meeting recessed.

Respectfully submitted,

Judi Moldstad
Board Secretary