

## **SELECT BOARD MEETING AGENDA\***

*Donn B. Griffin Room, Town Hall*

*732 Main Street, Harwich, MA*

*5:15 P.M.*

*Monday, September 8, 2025*

### **Remote Participation Optional:**

**Please join my meeting from your computer, tablet or smartphone.**

<https://meet.goto.com/552387813>

**You can also dial in using your phone.**

Access Code: 552-387-813

United States: [+1 \(646\) 749-3122](tel:+16467493122)

***\*As required by Open Meeting Law, you are hereby informed that the Town will be video and audio taping as well as live broadcasting this public meeting. In addition, anyone in the audience who plans to video or audio tape this meeting must notify the Chair prior to the start of the meeting.***

***\*The Board may vote on any item listed on this agenda***

### **I. CALL TO ORDER IN OPEN SESSION**

### **II. EXECUTIVE SESSION - JOINT MEETING WITH PLANNING BOARD**

- A. Executive session pursuant to the provisions of G.L. c.30A, §21(a)(3) to discuss strategy with respect to collective bargaining or litigation if an open meeting may have a detrimental effect on the bargaining or litigating position of the public body, and the chair so declares; Christopher Wise v. Harwich Planning Board, Barnstable Superior Court C.A. NO. 2172CV00239
- B. Pursuant to MGL c. 30A §21(a)(7) to comply with, or act under the authority of, any general or special law or federal grant-in-aid requirements, the Open Meeting Law, MGL c. 30A §§ 22(f), (g) to review, approve and or discuss the possible release of executive session meeting minutes dated May 19, 2025, July 14, 2025, July 21, 2025, August 4, 2025, August 11, 2025, August 18, 2025 & August 25, 2025

**Open Session Meeting resumes no earlier than 6:30 P.M.**

### **III. PLEDGE OF ALLEGIANCE**

### **IV. STAFF COMMENTS/ANNOUNCEMENTS**

### **V. WEEKLY BRIEFING**

### **VI. PUBLIC COMMENTS/ANNOUNCEMENTS**

### **VII. CONSENT AGENDA**

- A. Approve the Select Board Meeting Minutes from August 25, 2025
- B. Vote to accept a gift for the Health Department from Shaws/Star Market in the amount of \$2,500 in support of The People's Fridge
- C. Vote to accept a gift for the Community Center from Christopher Senie/Bridge Camp in the amount of \$200.00 for additional programming at the Community Center
- D. Vote to accept a gift for the Health Department and Conservation Department from Whole Foods Hyannis in the amount of \$867.04 for a donation of 96 bags of starting soil and potting mix for the Community and People's Gardens
- E. Vote to accept a gift for the Health Department and Conservation Department from Harwich Conservation Trust for a 6'x8' greenhouse to be used for the People's Garden

### **VIII. PRESENTATIONS**

- A. Needs Assessment presentation by the University of Massachusetts for the Council on Aging

### **IX. NEW BUSINESS**

- A. Vote to affirm the Acting Town Administrator's recommendation of Eleanor MacKay to the position of Building Commissioner, effective no earlier than September 16, 2025
- B. Harwich Affordable Housing Trust discussion
- C. Vote to approve a special permit application for a one-day liquor license (wines & malt) for Cape Cod Rugby, from 10:00 a.m. – 3:00 p.m. on September 13, 2025, September 25, 2025 & September 27, 2025 for events to be held at Jimmy McPhee Memorial Field, 75 Oak Street
- D. Vote to approve a special permit application for a one-day liquor license (wines & malt) for We Can, from 5:00 p.m. – 7:00 p.m. on September 12, 2025 for an event to be held at 204 Sisson Road
- E. Vote to approve a special permit application for a one-day liquor license (wines & malt) for Taylor Fox, from 2:00 p.m. – 5:00 p.m. on September 13, 2025 for an event to be held at 204 Sisson Road

- X. **OLD BUSINESS**

A. Approval on a letter of support for the Project Eligibility Letter for Pennrose, LLC.

B. Discussion and possible vote on legal services request for proposals

C. Review draft legal service request form and discuss implementation

D. Discussion of the makeup and construct of the Town Administrator Screening Committee

E. Discussion related to the salary range for the Town Administrator search

F. Discuss draft letter to the Davenport Company regarding the West Harwich Baptist Church

G. Finance Director Recruitment Process

H. Discussion and possible vote on The Port Restaurant, located at 541 Route 28 and Ember, located at 600 Route 28, requests to amend their entertainment licenses to allow for amplified outdoor entertainment and entertainment operating hours
- XI. **CONTRACTS**

A. Review and approve contract with Northeast Nursery Inc. in the amount of \$715,377.36 for supplies and materials for the Cranberry Valley Golf Course irrigation upgrade.

B. Review and approve a contract with Comm-Tract in the amount of \$186,721.50 for fiber optic installation and maintenance.

**TOWN ADMINISTRATOR’S REPORT**

- XII. **SELECT BOARD MEMBER REPORT**
- XIII. **CORRESPONDENCE**
- XIV. **ADJOURNMENT**

***\*Per the Attorney General’s Office: The Select Board may hold an open session for topics not reasonably anticipated by the Chair 48 hours in advance of the meeting following “New Business.” If you are deaf or hard of hearing or a person with a disability who requires an accommodation contact the Select Board’s Office at 508-430-7513.***

Authorized Posting Officer:

\_\_\_\_\_

Jennifer Clarke, Executive Assistant

Posted by: \_\_\_\_\_

Town Clerk

Date: \_\_\_\_\_

September 4, 2025