

MINUTES
CHARTER COMMISSION FOR TOWN of HARWICH
Harwich Town Hall, Small Meeting Room, 732 Main Street Harwich MA 02645
August 28, 2025 6.30 pm

MEMBERS PARTICIPATING: Linda Cebula, Chair, Sandra Hall, Vice Chair, Toni London, Clerk, Jon Chorey, Treasurer, Herb Bell, Judith Underwood, Paul Doane, Richard Waystack and Lou Urbano

1 Call to order

Ms. Cebula called the meeting of the Harwich Charter Commission to order on Thursday, August 28, 2025 at 6:30PM. The Chair declared a quorum.

2 Approval of regular minutes for August 21, 2025

Ms. Hall moved to approve the regular minutes for August 21, 2025. Seconded by Mr. Bell.

Vote: 8:0:1 with Ms. London abstained.

3 Continuing Business Discussion and possible votes
Contract with Collins Group
Responses from town agencies for thoughts on Charter

Ms. Cebula reported that the contract with the Colins Group had been reviewed and sent to Anthony Schiavi, Interim Town Administrator for a signature. The Colins Group will be asked to be present on October 9, 2025.

Mr. Chorey confirmed that payroll for the Board Secretary should be sent to Ms. Cebula in his absence.

After discussion it was decided that the September 4, 2025 meeting is cancelled due to a quorum issue.

Ms. Cebula noted which departments had responded and which are expected to respond to the request for thoughts on the Charter. She also referred to a memo and report, done by Emily Mitchell, Town Clerk, for the members review.

4 Discussion on current Harwich Charter including
Continuing discussions on C3 Select Board and C4 Town Administrator
And other related provisions

Members discussed who is hired by the Select Board and who manages and evaluates those hires. Also discussed was how various Commissions and Boards have the authority to hire and supervise the hires. The definitions of the terms hire and appoint were discussed. It was suggested that the Interim Town Administrator, the Chief of Police and the Fire Chief be invited to a future meeting to discuss various subjects such as who does the hiring and reviews.

Members were in general agreement that the Town Administrator will hire and evaluate most everybody, with the exception of the Library Director and Water Superintendent. The Police and Fire Chiefs are not included at this time. Also, that the Select Board will be hiring the Town Administrator, Counsel and the election people. Members also discussed having a recall provision. Discussion continued regarding specific language, if it needs to be defined, changed or not changed. The number of precincts and representation of those precincts was discussed.

5 Any other topic that may come before the Commission

6 Public comments

7 Adjourn

Ms. London moved to adjourn. Seconded by Mr. Urbano.

Vote: 9:0 in favor Motion carried. Meeting adjourned.

Respectfully submitted,

Judi Moldstad

Board Secretary Approved 9/11/2025