

SELECT BOARD MEETING AGENDA*

Donn B. Griffin Room, Town Hall

732 Main Street, Harwich, MA

5:15 p.m.

Monday, November 24, 2025

Remote Participation Optional:

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

<https://meet.goto.com/830673597>

You can also dial in using your phone.

Access Code: 830-673-597

United States: [+1 \(571\) 317-3122](tel:+15713173122)

****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

- A. Pursuant to MGL 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; IAMAW – International Association of Machinists and Aerospace Workers, SEIU 888 – Service Employees International Union/Harwich Management Employees Association and HEA - Harwich Employees Association
- B. Pursuant to G.L. c. 30A, sec. 21(a)(2) to conduct strategy sessions in preparation for negotiations with non-union personnel and to conduct contract negotiations with non-union personnel: Fire Chief – David LeBlanc
- C. Pursuant to G.L. 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 public body; Assessor's Map 82, Parcel R5
- D. 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 discuss the possible release of executive session meeting minutes dated September 9, 2024, November 25, 2024 & December 16, 2024

Open Session Meeting resumes no earlier than 6:15 p.m.

III. PLEDGE OF ALLEGIANCE

IV. STAFF COMMENTS/ANNOUNCEMENTS

- A. The Select Board will not be meeting on Monday, December 1, 2025. The next Select Board meeting will be on Monday, December 8, 2025
- B. Annual Town Report Photo Contest; Photos due by December 1, 2025

V. WEEKLY BRIEFING

VI. PUBLIC COMMENTS/ANNOUNCEMENTS

VII. PUBLIC HEARING – JOINT MEETING WITH SELECT BOARD AND BOARD OF ASSESSORS

- A. Classification Hearing - for the purpose of deciding whether all property should be taxed at the same rate for Fiscal Year 2026 as set forth in Chapter 40, Section 56 of the Massachusetts General Law

VIII. CONSENT AGENDA

- A. Approve the appointment of Olivia Keiderling to Student Officer, as recommended by the Police Chief, effective November 30, 2025
- B. Introduction of Police Chaplain Darren L. Morgan
- C. Approve the Select Board Meeting Minutes from November 10, 2025 & November 17, 2025

IX. 2026 ANNUAL TOWN MEETING

- A. Update on the Town Meeting and Budget Timeline

X. NEW BUSINESS

- A. Vote to approve Acting Town Administrators' recommendations for four Select Board Holidays at Town Offices;
 - 1. Christmas Eve, December 24, 2025 (12:00 p.m. closure)

2. New Years Eve, December 31, 2025 (12:00 p.m. closure)
 3. Friday, December 26, 2025 (full day closure)
 4. Friday, January 2, 2026 (full day closure)
- B. Vote to approve the appointment of Jennifer Mince as the Finance Director/Town Accountant effective December 1, 2025
 - C. Department of Public Works (DPW) Director and Acting Town Administrator presentation on the Department of Public Works restructure and establishing Deputy DPW Director position into the Personnel By-Law (PBL)
 - D. Approve a temporary closure for Cape Sea Grille, 31 Sea Street, Harwich Port, closing December 7, 2025, through March 31, 2026
 - E. Vote to amend a special permit application for Harwich Cranberry Festival for entertainment, one-day liquor license (wines & malt), craft fair and event, for an event to be held on September 19, 2026, from 10:00 a.m. – 7:00 p.m. & September 20, 2026, from 10:00 a.m. – 3:00 p.m., event to be held at 100 Oak Street (approved at October 27, 2025 meeting). Added dates include September 15, 2026, through September 18, 2026, to allow for set up and required inspections
 - F. Vote to approve a special permit application for Bernadette Waystack for one-day liquor license (wines & malt) for an event to be held on December 11, 2025, from 5:00 p.m. – 7:00 p.m., event to be held at 204 Sisson Road
 - G. Vote to approve a special permit application for Jessica Gomes for one-day liquor license (wines & malt) for an even to be held on November 30, 2025, from 3:00 p.m. – 6:00 p.m. at 554 Route 28, Unit 14
 - H. Approve the following 2026 Common Victuallers license renewals:
 - a. Four Hundred East, Inc d/b/a 400 East Restaurant and Bar – 1421 Orleans Road
 - b. NYC Twisted, Inc d/b/a Twisted Pizza – 181 Route 137
 - c. Harwich Port House of Pizza, Inc – 330 Route 28
 - d. Beach Light, LLC d/b/a The Seal Pub and Café – 703 Main Street
 - e. The Stop & Shop Supermarket Co LLC d/b/a Stop & Shop #475 – Starbucks – 111 Route 137
 - f. Brax Landing Restaurant Management d/b/a Brax Landing – 705 Route 28
 - g. Zou Garden, Inc. d/b/a Szechuan Delight – 1421 Orleans Road
 - h. Ruggies Inc. d/b/a Ruggie’s – 707 Main Street
 - I. Approve the following 2026 Auto license renewals:
 - a. Snows Small Engine – 216 Route 28 – Auto Class IV/Auto Repairman
 - b. Waynes Auto Service – 643 Main Street - Auto Class IV/Auto Repairman
 - J. Approve the following 2026 Entertainment license renewals:
 - a. Four Hundred East, Inc d/b/a 400 East Restaurant and Bar – 1421 Orleans Road

Weekday
5:00 p.m. to 10:00 p.m. inside
Jukebox, Radio, Television, Dancing by Live Performers, Live/Recorded, Music Amplification

Sunday
1:00 p.m. to 10:00 p.m. inside
Jukebox, Radio, Television, Dancing by Live Performers, Live/Recorded, Music Amplification
 - b. Ember Pizza Inc. d/b/a Ember, 600 Route 28

Weekday
10:00 a.m. to 12:00 a.m. inside & 10:00 a.m. to 10:00 p.m. outside
Jukebox, Radio, Television, Dancing by Patrons, Dancing by Live Performers, Live/Recorded Music (Live Band & Recorded DJ), Amplification

Sunday
10:00 a.m. to 12:00 a.m. inside & 10:00 a.m. to 10:00 p.m. outside
Jukebox, Radio, Television, Dancing by Patrons, Dancing by Live Performers, Live/Recorded Music (Live Band & Recorded DJ), Amplification
 - c. Red River Barbeque, LLC d/b/a Red River Barbeque, 787 Route 28

Weekday
12:00 p.m. to 9:00 p.m. inside
Jukebox, Radio, Television, Dancing by Live Performers, Live/Recorded Music (Acoustic Solo), Amplification
 - d. Beach Light, LLC d/b/a The Seal Pub Café, 703 Main Street

Weekday
6:00 a.m. to 12:00 a.m. inside & 6:00 p.m. to 9:00 p.m. outside
Jukebox, Radio, Television, Live/Recorded Music (Acoustic Unamplified Singing Only)

Sunday
6:00 a.m. to 12:00 a.m. inside & 6:00 p.m. to 9:00 p.m. outside
Jukebox, Radio, Television, Live/Recorded Music (Acoustic Unamplified Singing Only)
 - K. Vote to approve the Acting Town Administrator’s recommendation to grant permission by NSTAR Electric Company d/b/a Eversource Energy to install (1) new handhole 277/HA3 and 39’ +/- of 3” conduit on Wales Road

- L. Vote to approve the Acting Town Administrator’s recommendation to grant permission by Verizon New England, Inc. and NSTAR Electric Company d/b/a Eversource Energy to install one (1) jointly owned mid-span pole – P55 on the South Side of Orleans-Harwich Road
- M. Vote to approve the Acting Town Administrator’s recommendation to grant permission by NSTAR Electric Company d/b/a Eversource Energy to install 10’ +/- of 3” conduit on Bank Street

XI. **OLD BUSINESS**

- A. Discussion related to establishing an entertainment policy, and its relationship to the Town’s noise bylaw

XII. **CONTRACTS**

- A. Vote to approve a contract with GHD in the amount of \$178,000 for engineering services for Route 28 Phase 1 Sewer Construction project

XIII. **TOWN ADMINISTRATOR’S REPORT**

XIV **SELECT BOARD MEMBER REPORT**

XV. **CORRESPONDENCE**

XVI. **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:

Natasha Lyon, Executive Assistant

Posted by: _____
Town Clerk

Date: _____
November 20, 2025