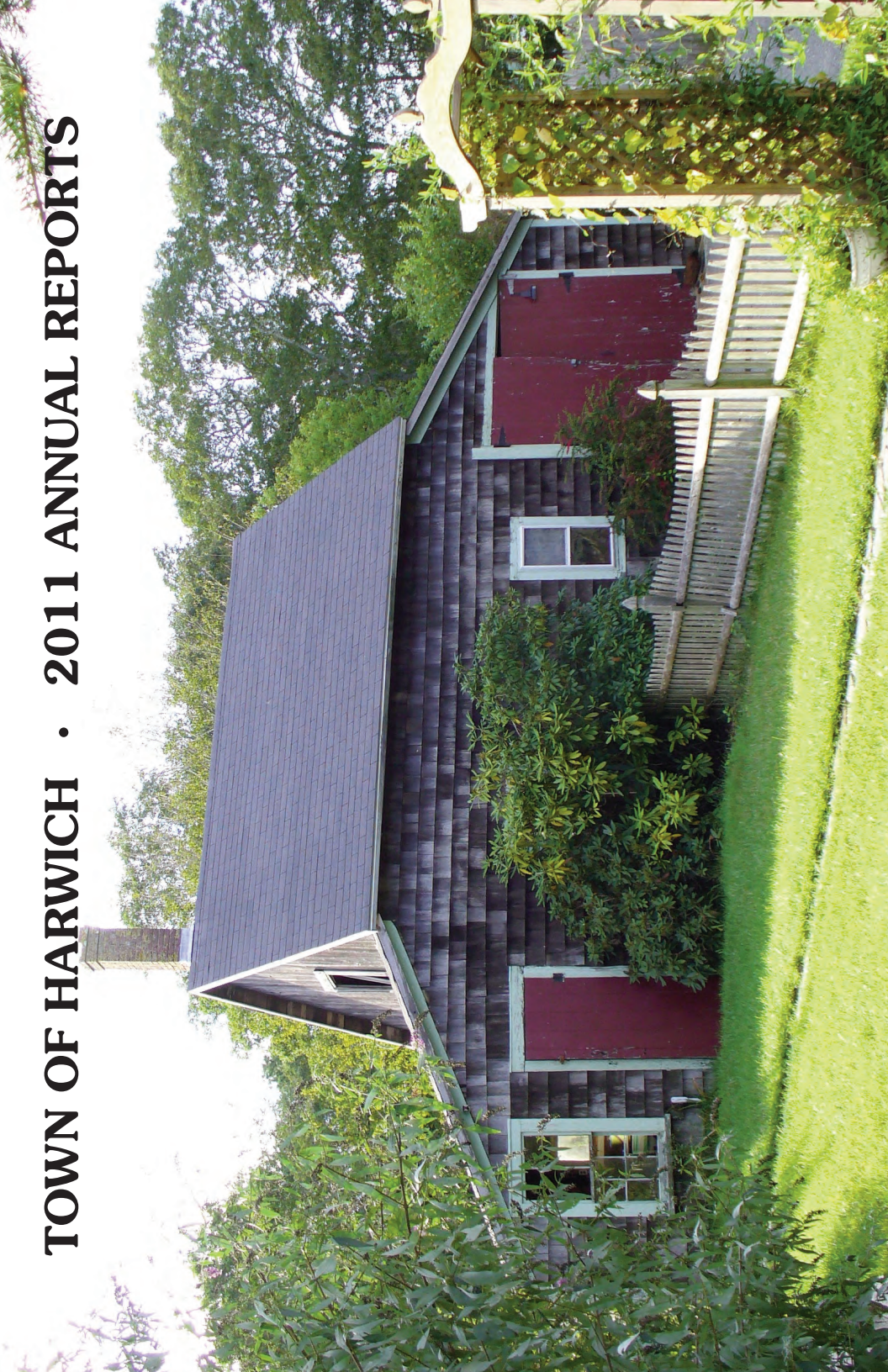


TOWN OF HARWICH • 2011 ANNUAL REPORTS





The A. Elmer Crowell Barn, c. 1900's

The A. Elmer Crowell barn, pictured here, where noted bird carver A. Elmer Crowell (1862-1952) created his bird carvings, was “flaked” and stored for several years in Sandwich. Thanks to the efforts of The A. E. Crowell American Bird Decoy Foundation, numerous town departments, the Harwich Historical Commission/Historic District Commission, the Harwich Historical Society and volunteers, the barn has been returned to Harwich. Plans are underway to restore the barn on property near Brooks Academy Museum. The restoration of the A. Elmer Crowell barn will be an appropriate way to celebrate the 150th birthday of a longtime Harwich resident and this nation’s most famous bird carver.

Front Cover: The A. Elmer Crowell Barn. Photograph courtesy of the A.E. Crowell American Bird Decoy Foundation.

Back Cover: Anthony Elmer Crowell, c. 1940, holding a preening summer yellowlegs. Photograph courtesy of The A.E. Crowell American Bird Decoy Foundation.

2011 ANNUAL REPORT

OF THE

OFFICERS OF THE TOWN OF

HARWICH

FOR THE YEAR ENDING DECEMBER 31, 2011



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CITIZENS ACTIVITY FORM

A decorative border consisting of multiple parallel lines with ornate corner pieces.

HALL OF FAME INDUCTEES 2011

MICHAEL D. FORD

PETER L. HUGHES

IN MEMORIAM

2011

GEORGE A. DINSMORE
Disability Rights Committee
Planning Board
School Committee
Traffic Safety Committee

WILLIAM L. FLYNN, SR.
Zoning Board of Appeals

MARGARET A. GALLAGHER
Town Accountant

ALAN T. HUNT
Town Moderator

ELLIOTT KRACH
School Department

MILTON H. WELT
Board of Selectmen/Assessors
Conservation Commission

BRUCE YOUNG, SR.
Fire Department

*We remember those who have passed away and are grateful
for their years of faithful service given to the Town of Harwich*

GIFTS TO THE TOWN 2011

Ora Gaylord Arooth Trust

Friends of Youth and Recreation

Harwich Garden Club

Lauder Family

Brendan O'Reilly

***With gratitude for your thoughtfulness and generosity
on behalf of the residents of the Town of Harwich.***

ADMINISTRATION

Elected Town Officers - 2011

BOARD OF SELECTMEN

Peter S. Hughes, Clerk	Term expires May 2014
Angelo La Mantia	Term expires May 2014
Edward J. McManus	Term expires May 2013
Linda Cebula, Vice Chair	Term expires May 2013
Larry G. Ballantine, Chairman	Term expires May 2012

HOUSING AUTHORITY

Shannon McManus	Term expires May 2016
Pam Bridgewater Parmakian	Term expires May 2015
William Doherty, Chairman	Term expires May 2014
Robert MacCready	Term expires May 2012

MODERATOR

Michael D. Ford, Esq.
Term expires May 2012

SCHOOL COMMITTEE

Thomas J. Blute, Chairman	Term expires July 2012
Sharon Stout	Term expires July 2012
Sue Daggett	Term expires July 2012
Edwin Jaworski	Term expires July 2012
Polly Hemstock	Term expires July 2012

MONOMOY REGIONAL SCHOOL COMMITTEE

Sharon Stout	Term expires July 2014
Brian Widegren	Term expires July 2014
Edwin Jaworski	Term expires May 2013
Robert T. Russell	Term expires July 2012

TOWN CLERK

Anita N. Doucette	Term expires May 2013
-------------------	-----------------------

TRUSTEES, BROOKS FREE LIBRARY

William D. Crowell	Term expires May 2013
Diane S. Schoenfelder	Term expires May 2013
Mary Warde	Term expires May 2014
Joanne Brown, Chair	Term expires May 2014
Elizabeth Drews	Term expires May 2012
Jeannie S. Wheeler	Term expires May 2012
Kathleen Remillard	Term expires May 2012

WATER COMMISSIONERS

Allin P. Thompson	Term expires May 2014
Danette Gonsalves	Term expires May 2013
Don T. Bates, Chair	Term expires May 2012

BARNSTABLE COUNTY ASSEMBLY OF DELEGATES – ELECTED

Leo Cakounes - Harwich Representative

BARNSTABLE COUNTY COMMISSIONER - ELECTED

William Doherty

APPOINTED BY THE MODERATOR

CAPE COD REGIONAL TECHNICAL HIGH SCHOOL DISTRICT COMMITTEE

Lyman E. Culver	Term expires May 2014
-----------------	-----------------------

FINANCE COMMITTEE

Arthur Watson	Term expires June 30, 2014
William Greenwood	Term expires June 30, 2014
Pamela Groswald	Term expires June 30, 2013
Noreen Donahue	Term expires June 30, 2013
Jonathan Idman	Term expires June 30, 2013
Dana DeCosta	Term expires June 30, 2012
Richard A. Larios	Term expires June 30, 2012
Albert Patterson, Vice Chair	Term expires June 30, 2012
Recognition to: Peter Hughes	

SURVEYOR OF WOOD & LUMBER

Geoff Larsen	Term expires May 2012
--------------	-----------------------

TRUSTEES, CALEB CHASE FUND

Paul V. Doane	Term expires May 2014
James Simpson, Esq.	Term expires May 2013
Robert Doane	Term expires May 2013

APPOINTED BY THE BOARD OF SELECTMEN

BARNSTABLE COUNTY COASTAL RESOURCES COMMITTEE

Thomas E. Leach, Regular Member/Representative	Term Indefinite
Mark Russell, Alternate Member/Representative	Term Indefinite

BARNSTABLE COUNTY HEALTH & HUMAN SERVICES AND ENVIRONMENT - RABIES TASK FORCE

Paula J. Champagne, RS, CHO - Alternate Representative

BARNSTABLE COUNTY WASTE MANAGEMENT ADVISORY COMMITTEE

Lincoln S. Hooper	Term Indefinite
-------------------	-----------------

BARNSTABLE COUNTY "HOME" CONSORTIUM ADVISORY COUNCIL

Gerard Loftus	Term expires January 31, 2015
---------------	-------------------------------

CAPE COD COMMISSION REPRESENTATIVE

Robert Bradley	Term expires April 24, 2012
----------------	-----------------------------

CAPE COD JOINT TRANSPORTATION COMMISSION REPRESENTATIVE

Lincoln Hooper	Term expires on June 30, 2012
David Spitz, Alternate	Term expires on June 30, 2012

CAPE LIGHT COMPACT REPRESENTATIVE

Barry Worth	Valerie Bell, Alternate
-------------	-------------------------

CAPE COD REGIONAL TRANSIT AUTHORITY REPRESENTATIVE

William Doherty	Term expires June 30, 2012
-----------------	----------------------------

FIRE CHIEF / FOREST WARDEN

Chief Norman Clarke

CHIEF OF POLICE
Chief William A. Mason

EMERGENCY MANAGEMENT DIRECTOR
Lee Culver

COUNCIL OF SEMASS COMMUNITIES
Lincoln Hooper Term Indefinite
Michael Kiernan Term Indefinite

HARBORMASTER/NATURAL RESOURCES OFFICER/WHARFINGER/SHELLFISH CONSTABLE
Thomas E. Leach Term expires June 30, 2012
Heinz M. Proft, Assistant Term expires June 30, 2012

HAZARDOUS MATERIALS COORDINATOR
William Flynn

HEALTH OFFICER
Carol A. Topolewski, M.D. Term expires June 30, 2012

LOCAL ORGANIZING COMMITTEE FOR HAZARDOUS WASTE
Paula J. Champagne, RS, CHO Term expires June 30, 2012

LOWER CAPE COMMUNITY DEVELOPMENT CORPORATION BOARD
Patricia Whalen Term Indefinite

LOWER CAPE WIRELESS WORKING GROUP REPRESENTATIVE
Robert S. Widegren Term Indefinite

MUNICIPAL COORDINATOR FOR TOXIC WASTE
William Flynn

OIL SPILL COORDINATOR
Chief Norman Clarke Term expires June 30, 2012

RIGHT-TO-KNOW COORDINATOR FOR HAZARDOUS MATERIALS
George Romme Term expires June 30, 2012

**REGIONAL ADVISORY BOARD OF THE LOWER/OUTER CAPE
HEALTH AND HUMAN SERVICES COALITION
REGIONAL SMALL CITIES GRANT FOR CHILD CARE
AND TRANSPORTATION APPLICATION PROCESS**

Mary Belle Small, Senior Representative
Susan Peterson, Child Care Representative

FINANCE DIRECTOR/TOWN ACCOUNTANT

David Ryan

TOWN COUNSEL

Kopelman & Paige, P.C.

Term Indefinite

TOWN COUNSEL – SPECIAL REAL ESTATE MATTERS

Michael D. Ford, Esq.

Term Indefinite

LABOR COUNSEL

Collins, Loughran & Peloquin

Term Indefinite

AGRICULTURAL COMMISSION

John Sennott, Chair

Term expires June 30, 2014

Ed Hall

Term expires June 30, 2014

Brent Hemeon, Alternate member

Term expires June 30, 2014

Erin Germain

Term expires June 30, 2013

Laura Schaub

Term expires June 30, 2012

Wayne Coulson

Term expires June 30, 2012

Recognition to: Colleen Springer, Betsy Coleman

ARCHITECTURAL ADVISORY COMMITTEE

Barbara S. Josselyn, Chair

Term expires June 30, 2014

Elizabeth Groves

Term expires June 30, 2013

Kim Robbie

Term expires June 30, 2013

Nancy Pollard

Term expires June 30, 2012

Anthony Compton

Term expires June 30, 2012

Recognition to Jonathan Blake

BIKEWAYS COMMITTEE

All terms expire June 30, 2012

Michael Hayes

Jay P. Kennedy

Francis Salewski

Richard Thomas

Creighton Morris

Eric Levy

BOARD OF APPEALS – REGULAR MEMBERS

Gary Carriero	Term expires June 30, 2014
Dean Hederstedt	Term expires June 30, 2013
Geoff Wiegman, Chairman	Term expires June 30, 2013
David Ryer	Term expires June 30, 2012
Murray Johnson	Term expires June 30, 2012
<i>Recognition to: Jack Brown</i>	

BOARD OF APPEALS - ASSOCIATE MEMBERS

John P. Burke	Term expires June 30, 2014
Joseph Campbell	Term expires June 30, 2012

BOARD OF ASSESSORS

Bruce Nightingale	Term expires June 30, 2014
Robert S. Neese	Term expires June 30, 2013
Richard Waystack, Chairman	Term expires June 30, 2012

BOARD OF HEALTH

Frank Boyle	Term expires June 30, 2014
Robert Insley	Term expires June 30, 2013
Stanley Kocot, Chairman	Term expires June 30, 2013
Mary Jane Watson	Term expires June 30, 2012
Pamela Howell	Term expires June 30, 2012
<i>Recognition to: Alfred Hurst</i>	

BOARD OF REGISTRARS

Phil Gaudet	Term expires June 30, 2014
Juell Buckwold	Term expires June 30, 2013
Louise Mihovan	Term expires June 30, 2012
<i>Recognition to Dorothy Hemmings</i>	

BROOKS ACADEMY MUSEUM COMMITTEE

All terms expire June 30, 2012

Brian Murphy, Chair	Beverly Nightingale
Patti A. Smith	Shannon McManus

BY-LAW/CHARTER REVIEW COMMITTEE

Jill Mason	Term expires June 30, 2014
Deborah Sementa	Term expires June 30, 2013
Anita Doucette	Term expires June 30, 2012
Raymond Jefferson, Chair	Term expires June 30, 2012

CAPITAL OUTLAY COMMITTEE

Peter Wall	Term expires June 30, 2014
Robert George	Term expires June 30, 2014
Arthur Watson, Chair	Term expires June 30, 2013
Bruce Nightingale	Term expires June 30, 2013
Joseph McParland	Term expires June 30, 2013
Richard Larios	Term expires June 30, 2012
Christopher Harlow	Term expires June 30, 2012

CEMETERY COMMISSION

Robbin Kelley, Cemetery Administrator

Warren Nichols	Term expires June 30, 2013
Paul Doane, Chair	Term expires June 30, 2012
Wil Remillard	Term expires June 30, 2011

CITIZEN'S ADVISORY COMMITTEE FOR THE COMPREHENSIVE WASTEWATER MANAGEMENT PLAN

Indefinite Terms

Allin Thompson	Dana DeCosta
Alan Atkinson	James Mangan
Matt McCaffery	Val Peter
Kathy Green	Christopher Harlow
Mary Metzger	Bill Lean
<i>Recognition to: John Webby</i>	

COMMUNITY CENTER FACILITIES COMMITTEE

Brian Power	Term expires June 30, 2014
Lee Culver, Chairman (Recreation)	Term expires June 30, 2014
Francois Marin (Council on Aging)	Term expires June 30, 2014
William Griswald	Term expires June 30, 2013

COMMUNITY PRESERVATION COMMITTEE

Dean Knight (Conservation Commission)	Term expires June 30, 2014
Robert Bradley (Historical Commission)	Term expires June 30, 2014
Matthew McCaffery (Planning Board)	Term expires June 30, 2014
Robert MacCready, (Housing Authority)	Term expires June 30, 2013
David Purdy (Housing Committee)	Term expires June 30, 2013
William Baldwin (Selectmen)	Term expires June 30, 2013
Jack Brown, Chairman (Selectmen)	Term expires June 30, 2012
Janet Bowers (Recreation & Youth)	Term expires June 30, 2012
Katherine Green (Real Estate and Open Space)	Term expires June 30, 2012
<i>Recognition to: Kristine Larson, Pam Groswald</i>	

CONSERVATION COMMISSION

Amy Usowski, Conservation Agent

Lara Slifka	Term expires June 30, 2014
Walter Diggs	Term expires June 30, 2014
Ron Saulnier	Term expires June 30, 2013
Dean Knight, Chairman	Term expires June 30, 2013
Jane Flemming	Term expires June 30, 2012
Amy Morris	Term expires June 30, 2012
Bradford Chase	Term expires June 30, 2012

CONSTABLES

Armando G. Dimauro, Jr.	Term expires June 30, 2013
Michael Cupoli	Term expires June 30, 2012
David Robinson	Term expires June 30, 2012
Gerald Beltis	Term expires June 30, 2012
Richard Stawiarski	Term expires June 30, 2012

COUNCIL ON AGING

Barbara-Anne Foley, Director

Francois Marin	Term expires June 30, 2014
Ralph Smith	Term expires June 30, 2013
Lee Culver	Term expires June 30, 2013
Heather Swenson	Term expires June 30, 2013
Tracy Ventura	Term expires June 30, 2013
Debbie Salewski	Term expires June 30, 2012
Barbara Bliss	Term expires June 30, 2012
Adrienne Johnson	Term expires June 30, 2012

Recognition to: Ray Gottwald

CULTURAL COUNCIL

Lynn Schweinhaut	Term expires June 30, 2014
Paul Lagg, Vice Chair	Term expires June 30, 2014
Lynn Lavieri	Term expires June 30, 2013
Rose Ann Clark	Term expires June 30, 2013
Robert Doane	Term expires June 30, 2013
Patricia Stackhouse, Chair	Term expires June 30, 2012
Anne Leete	Term expires June 30, 2012
Francis Ballam	Term expires June 30, 2012

Recognition to: Toney Hopkins

DESIGNER SELECTION REVIEW COMMITTEE

Terms Expire June 30, 2012

Robert Cafarelli, Town Engineer

Raymond Jefferson

DISABILITY RIGHTS COMMITTEE

Joseph V. Johnson	Term expires June 30, 2014
Carla Burke, Chair	Term expires June 30, 2013
Paul Erickson	Term expires June 30, 2013
Jean Ann McLaughlin	Term expires June 30, 2012

Recognition to: Joseph Mendes, Barbara Hayes
ADA Coordinator/Compliance Officer – James Merriam

GOLF COMMISSION

Thomas P. Johnson	Term expires June 30, 2014
John F. Crook	Term expires June 30, 2014
James R. Ferry	Term expires June 30, 2013
Clement Smith, Chairman	Term expires June 30, 2013
George Mitchell	Term expires June 30, 2012
Arthur Palleschi	Term expires June 30, 2012

Recognition to: Tom Tomasian, Bill Baldwin

HERRING SUPERVISORS

Terms indefinite

James Coyle	Everett Eldredge
Michael Sekerak	Paul Eldredge
John Schultz	Ed Wikar
Donald Ryder	

HISTORICAL/HISTORIC DISTRICT COMMISSION

Robert Doane	Term expires June 30, 2014
Eileen Brady	Term expires June 30, 2014
Greg Winston	Term expires June 30, 2013
Robert Bradley, Chairman	Term expires June 30, 2013
John McGillen	Term expires June 30, 2012

Recognition to: Shannon McManus, Brian Murphy

HOUSING COMMITTEE, HARWICH

Barbara Loftus	Term expires June 30, 2014
Mary Louise Secola	Term expires June 30, 2014
John McGillan	Term expires June 30, 2013
Gerald Loftus, Chairman	Term expires June 30, 2012
David Purdy	Term expires June 30, 2012

PLANNING BOARD

Ron Nordstrom	Term expires June 30, 2014
Tom Stello	Term expires June 30, 2014
Al Atkinson, Alternate	Term expires June 30, 2014
John C. Follas	Term expires June 30, 2013
Joseph McParland	Term expires June 30, 2013
Allan Peterson	Term expires June 30, 2013
Matt McCaffery, Chairman	Term expires June 30, 2012
Peter De Bakker	Term expires June 30, 2012

PLEASANT BAY RESOURCE MANAGEMENT ALLIANCE STEERING COMMITTEE

Indefinite Term

Allin Thompson

PLEASANT BAY RESOURCE MANAGEMENT ALLIANCE TECHNICAL RESOURCE COMMITTEE

Terms Indefinite

Thomas E. Leach (Harbor/NRO)	Frank Sampson (Board of Health)
Craig Wiegand	David Spitz (Town Planner)

REAL ESTATE & OPEN SPACE COMMITTEE

Richard Waystack	Term expires June 30, 2014
Robert S. Neese	Term expires June 30, 2013
Kris Ramsay	Term expires June 30, 2013
Margo L. Fenn	Term expires June 30, 2012
Paul Widegren	Term expires June 30, 2012
Richard Thomas	Term expires June 30, 2012
Katherine Green	Term expires June 30, 2011

Recognition to: Doug Stanford, Kristine Larson

RECREATION & YOUTH COMMISSION

Eric Beebe, Interim Director

David Nixon	Term expires June 30, 2014
Janet Bowers	Term expires June 30, 2014
Francis Crowley	Term expires June 30, 2013
Vahan Khachadoorian	Term expires June 30, 2013
Lee Culver	Term expires June 30, 2012
David Sadoski	Term expires June 30, 2012
John Mahan, Chairman	Term expires June 30, 2012

SHELLFISH CONSTABLES (VOLUNTARY)

Terms Expire June 30, 2011

James Coyle
Dean Knight

Ron Saulnier

TOWN FOREST COMMITTEE

Sheldon J. Thayer, Jr.	Term expires June 30, 2013
Raymond L. Thacher, Chairman	Term expires June 30, 2012
Tim Millar	Term expires June 30, 2012

TOWN-WIDE WATER QUALITY MANAGEMENT TASK FORCE

Terms Indefinite

Francis C. Sampson, Chairman	Peter DeBakker
Danette Gonsalves	Robert Sarantis
Robert Owens	Ray Gottwald
Bradford Chase	Robert Goodwin
Anthony Piro	Stanley Kocot
George Myers	
<i>Recognition to: Bob Goodwin</i>	

TRAFFIC SAFETY COMMITTEE

Paul Erikson, Chair	Term expires June 30, 2012
Paul McAllister	Term expires June 30, 2014
<i>Recognition to: Gerald Beltis</i>	

TRAILS COMMITTEE

Gerri Schumann	Term expires June 30, 2014
Matthew Cushing	Term expires June 30, 2014
Richard Thomas, Chairman	Term expires June 30, 2013
Pauline Ashton	Term expires June 30, 2013
Bruce Nightingale	Term expires June 30, 2013
Ron Saulnier	Term expires June 30, 2013
Chet Berg	Term expires June 30, 2013
John C. Follas	Term expires June 30, 2012

TREASURE CHEST VOLUNTEER COMMITTEE

Pauline Ashton, Chair	Term expires June 30, 2014
Mark Koopman	Term expires June 30, 2014
F. Joan Jones	Term expires June 30, 2013
Robert Jones	Term expires June 30, 2013
Jacqueline A. Cort	Term expires June 30, 2013
Nancy De Dominici	Term expires June 30, 2012
Deborah Salewski	Term expires June 30, 2012

ALTERNATE MEMBERS TO TREASURE CHEST

Sheila Eldredge

Term expires June 30, 2012

Recognition to: Marcia Eldredge

UTILITY & ENERGY CONSERVATION COMMISSION

Valerie Bell

Term expires June 30, 2014

Bruce Gibson

Term expires June 30, 2013

William Doherty

Term expires June 30, 2013

Barry Worth, Chairman

Term expires June 30, 2012

Recognition to: Robert Marshall

VOTER INFORMATION COMMITTEE

Terms Indefinite

Joanne Rys

Peggy Rose

Recognition to: Betty Pino

WATERWAYS COMMITTEE

W. Matthew Hart

Term expires June 30, 2014

Cameron Smith

Term expires June 30, 2014

John F. Clancy, Alternate

Term expires June 30, 2014

Stephen Root

Term expires June 30, 2013

David Plunkett

Term expires June 30, 2013

Murray Johnson, Chairman

Term expires June 30, 2012

Scott Morris

Term expires June 30, 2012

Joseph V. Johnson, Jr.

Term expires June 30, 2012

YOUTH CONSULTATION STUDY COMMITTEE

Sheila House, Youth & Family Counselor

James B. Hartley

Term expires June 30, 2014

Barbara Segal

Term expires June 30, 2013

Linnea N. Snow

Term expires June 30, 2013

Nadia Schuessler

Term expires June 30, 2013

Melissa Clayton, Chair

Term expires June 30, 2012

Robin Titus

Term expires June 30, 2012

Report of the **Board of Selectmen**

2011 was an exciting year for Harwich: after much work by many people in Harwich and Chatham a new regional school system was created. The Monomoy Regional School emphasizes the long standing tradition of education excellence in both towns while recognizing the academic and financial benefits of joining forces. Another joint project with our neighbor was realized with the purchase of a 38 acre property by Harwich and Chatham to increase our open space to protect water sources and add to recreational hiking areas. Each community paid \$500k and each received \$500k in state grant reimbursements. Additionally:

- The Board of Selectmen entered into a Power Purchase Agreement with CVEC to install solar panels on 36 acres of former landfill off Queen Anne Road. When completed in 2012 the installation will produce 2.9 MWh of energy annually and produce \$333k of additional recurring revenue.
- A Saquatucket and Wychmere Harbors' study was undertaken to look at how best to utilize the properties abutting these important assets for economic development, environmental protection and recreational use. The final report (full copy on web) proposes an action plan to maximize the potential of these harbors and adjoining property to the town.
- A follow-up water-sheet study is underway to explore harbor slip and mooring organization possibilities to ensure we are utilizing the harbors safely and to the best benefit of all users. Both the Harbors study and the water-sheet study will help guide the improvement and maintenance of our harbors.
- The Waterways Committee recommended and the BOS approved changing the basis of assessing docking fees from a square foot system to a lineal foot system. This change resulted in some consternation from slip users but should allow us to continue to simplify the fee structure in the future and to better stay in line with competitor fees.
- A committee was formed to develop a strategic plan to take advantage of upcoming OpenCape broadband services. A strategy to enhance Harwich and regional municipal services, operational efficiencies, collaborate with appropriate constituents and citizens, and improve compliance with regulatory/legal requirements are all part of the extensive discussion. We need to determine how best to leverage the OpenCape broadband services to support economic development

- A plan initiated by East Harwich Collaborative to discuss the future of the East Harwich “village center” area has reached a critical stage as a diverse group has been meeting with the Planning Board to discuss both the overall principles of “Smart Growth” and corresponding zoning requirements. These discussions have been lively and very interesting as the outcome is likely to affect not only East Harwich but the Town of Harwich as a whole.
- The Water Quality Task Force and the Citizens Advisory Committee continue their efforts to prepare a draft Comprehensive Wastewater Management Plan to meet local concerns as well as county, state and federal requirements. The committees have been exploring all options to most efficiently adhere to required water standards and minimize what will likely be the most expensive and complex capital project ever undertaken by the town.
- A Harwich Middle School Re-Purpose Committee was established with the mission to explore all potential uses to maximize return on investment and public benefit for the Town of Harwich as it becomes surplus with the establishment of the Monomoy Regional District and completion of the new regional high school.
- The Community Center continues to discuss the possible expansion of its facilities into the undeveloped basement area. The good news is the Center has proven to be a vital resource to Harwich - bad news, space is limiting several popular activities. An extensive fact gathering effort on estimated capital expenses, operational expenses and expected revenues is underway regarding the possibility of adding an aquatic facility.

It is important to emphasize the above activities are only possible with the hard work and support of town staff and the many community volunteers who contribute time and expertise.

Other events which made Harwich stand out in 2011:

- The Harwich (England) Royal British Legion Brass Band visited Harwich to perform several delightful joint performances. The visit gave the two sister towns a chance to reconnect.
- The second year of the Harwich Farmers Market located next to the Brooks Academy Museum proved to be even more popular than the first year. The Agricultural Committee has devoted considerable time to this event.
- Harwich again proves it is baseball capital of Cape Cod as the Mariners won the Cape Cod Baseball League championship. Harwich also added another two baseball fields on the Community Center site to accommodate the increasing demand for ball fields.

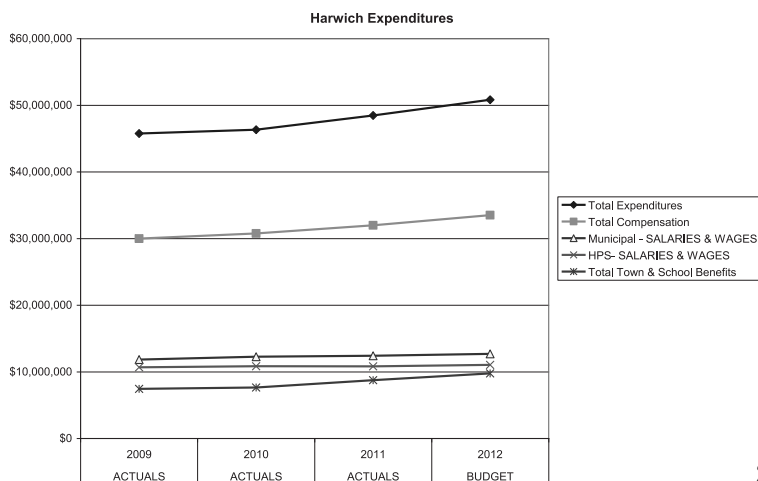
- The Brooks Academy Museum hosted a Charles D. Cahoon exhibit. This exhibit may be a once-in-a-lifetime event as paintings from both the town and private parties were featured. Truly a special event.

On the personnel front two employees who had been part of the Harwich fabric for many years chose to retire.

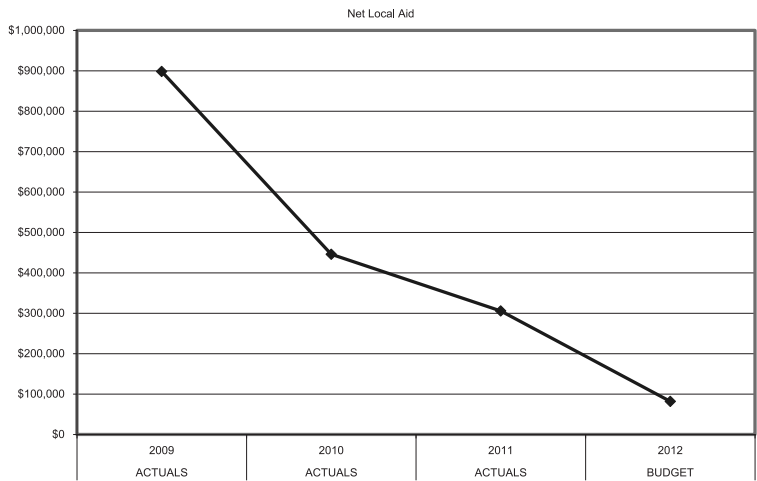
- John Chatham Conservation Agent who was succeeded by Amy Usowski.
- Fire Chief Bill Flynn who was succeeded by Deputy Fire Chief Norm Clarke.

Our special thanks go to John and Bill for their service to the town and we welcome Amy and Norm to their new positions.

The Town of Harwich operates in an economy that continues to exhibit very little growth and with high unemployment. Federal aid to the states and corresponding state aid to local municipalities is significantly limited. With this in mind, the Board of Selectman has worked with modest budget increases as the town expenditures increased 4.6% in 2011 and 4.9% in the 2012 budget. Increases in benefits (Barnstable County Retirement & Employee Health Insurance) accounted for 37.6% of compensation in 2011 and 41.1% in 2012. The expectation is retirement will increase 6-7% for the next few years while the recent State of MA health insurance reform which allows local communities to adapt deductibles and co-pays at levels equivalent to the state plan should result in savings. Town employees have helped minimize budget increases as they have received no cost-of-living increases the past few years. Other increases of interest: Cape Cod Technical School Harwich expenses have increase as the school becomes more popular. Debt service has risen as we pay for past capital projects and for new projects approved at Town Meeting despite the fact that interest rates are at all time lows.



We are learning to live with annual reductions in net state aid to Harwich. Actions taken or planned by the federal government may also negatively affect our budget. Monetary expansion may result in inflation if and when the economy improves and a proposed reduction of tax advantages for municipal bonds may increase borrowing rates. Future increased taxes needed to service the national debt will likely compete with local tax initiatives to fund Harwich priorities.



The Board’s focus has been to ensure fiscal sustainability of the Town of Harwich while maintaining and improving town services where possible. Specifically the Board has attempted to take a long-term view, to continually reassess priorities and to challenge the status quo to offer the best town services within our budget parameters. These discussions include possible town organizational changes to improve operational efficiencies, communications, more meaningful objectives and to more aggressively utilize computer technology to improve services. The Town of Harwich looks forward to joining in those regional activities that result in improved services with the same or lower costs.

The BOS continues discussions on how best to establish a facilities maintenance program which is a critical part of any long term expense reduction plan. It is critical to maintain the assets of the Town to maximize the useful lifetimes of these assets.

In terms of the FY2013 budget, the Board of Selectmen is committed to provide the quality of services that the residents of Harwich have come to expect while continuing to be conservative in spending as we move to a future that is financially sustainable.

Report of the **Town Administrator**

I respectfully submit to you, the residents of Harwich, my annual report for 2011 as I complete my fifth year of service as your Town Administrator. This past year was filled with meaningful progress on a number of issues as we advanced both the quality of life and services for our citizens, property and business owners and guests.

Expanded role

I appreciate the opportunity that the Board of Selectmen provides to me to serve the Commonwealth as I continue to represent the Massachusetts Municipal Association as a 911 Commissioner, re-appointed in August by Governor Patrick and as a member of the MMA's Policy Committee on Energy and the Environment. I also am serving on the Barnstable County Solid Waste Advisory Committee and as the Town's Interim Americans with Disabilities Act Coordinator.

Finances

As the nation's economy struggles to improve from the last recession, the Town of Harwich staff has devoted extraordinary efforts to maintain basic service levels with diminished resources. Congratulations are in order for Harwich for retaining its Standard and Poor's bond rating of AA+, even as the U.S. rating was downgraded. The Finance Team developed a balanced FY 12 budget and updated its Five Year Financial Plan. We bonded \$4.962 million at a composite rate of 2.83 percent for the Route 39 Water Tank re-painting, the construction costs for a new Water Treatment Plant and to rebuild McGuerty Road and assess private road betterments.

Voters also approved \$810,000 in Capital exclusions for Fire Department vehicles and Wastewater planning. The Massachusetts School Building Authority approved a model 700 student grade 7-12 configuration new regional high school and committed to reimburse Harwich and Chatham half the project cost. Harwich and Chatham voters proceeded to approve their respective shares of a \$2 million borrowing to authorize the new Monomoy Regional School Committee to contract for an Owners Project Manager and Architect to design the new regional High School at the same site as the existing Harwich High School. Harwich voters then authorized by a November ballot their portion of the \$2 million as a debt exclusion.

Winter weather in the first three months created a Snow and Ice budget deficit of \$71,000 and Tropical Storm Irene created havoc along the East Coast in late August, from which Harwich submitted a FEMA storm damage reimbursement request of \$178,000.

Town Meeting approved a new Revolving Account requested by the Golf Committee to set aside a new fee paid by members for capital improvements at Cranberry Valley.

Energy

The Board of Selectmen approved a Power Purchase Agreement with the Cape and Vineyard Electric Cooperative and American Capital Energy to install 17,100 solar panels on the former Queen Anne Road landfill which is projected to generate 4.6MW of electricity annually. ACE will pay for the \$25 million investment and Harwich is projected to save from \$300,000 - \$600,000 annually over the 20 year contract. The Public Safety Facility also had ground mounted solar panels installed and paid for with a State grant.

Grants

Harwich and Chatham jointly purchase 38 acres north of the Town Forest from Robert Fratus and each Town received a \$500,000 grant from the Commonwealth to apply toward the \$2 million purchase price.

The Town also received a Federal Stimulus grant which represented 75 percent of the cost to install a new drainage system which was completed for the Wychmere parking lot and a non functioning drainage system was removed.

Mass Department of Transportation awarded a \$3.6 million construction contract to Lawrence Lynch Corporation to rebuild Route 137 from Brewster to Chatham, with a Harwich contribution of \$380,000 of Chapter 90 funds.

OpenCape received a combination of \$40 million of funding, including \$32 million of Federal ARRA grants to extend 350 miles of fiber optic network throughout the Cape during 2012. The Selectmen formed a Committee with staff and Chamber of Commerce representatives to evaluate the benefits applicable for Harwich.

A State 911 Commission Grant for \$135,000 funded a Barnstable County Regional Dispatch study. The study recommended a consolidated number of Dispatch centers to improve efficiency and reduce costs.

Projects

Other projects undertaken in 2011 include the rebuilding of the Wixon Dock, the replacement of the Town Hall boiler, the building of two new ball-fields behind the Community Center, the replacement of the Albro House cedar roof and channel dredging and beach nourishment. The Allen Harbor dredging contract was awarded to a contractor for deep ocean disposal, subject to approval by the Army Corps of Engineers after extensive laboratory testing.

Comprehensive Wastewater planning continued throughout the year, as debate ensued regarding the science, costs and governance issues.

In a related matter of water quality, an engineering study is underway to determine the impacts of replacing the Muddy Creek culvert on Route 28 at the Chatham /Harwich line.

New technology provided the disabled community with access to a remote CART reporter at the November Special Town Meeting.

The Charter Lighthouse School from Orleans purchased the Cinema property on Route 137 in order to relocate to Harwich. The Lighthouse Charter School opening in Harwich is planned for September, 2012.

Labor Relations and Personnel

Water and Highway Unions settled their FY 11 contracts. Labor Counsel provided Department Heads training in Managing in a union environment. Twenty four hour dispatch shifts were converted to ten and fourteen hour shifts starting on September first.

A Harwich Employees Association classification study was approved and their equity adjustment was funded by Town Meeting and implemented.

Town Meeting in November rejected supplemental funding to compensate Division Directors for additional supervisory duties which was part of a proposed Administration Re-organization to improve governance.

William Flynn retired as Fire Chief and the Board of Selectmen promoted Deputy Chief Norman Clarke to the position of Fire Chief. Len Kalbach retired from the Fire Department. John Chatham retired as Conservation Administrator and Amy Usowski, who had served as Eastham's Conservation Agent, was hired as Conservation Administrator. Judy Murphy retired from the Town Treasurer's office and Virginia Farrell from Grafton was hired. Assistant Town Administrator Nannette Balmer resigned at the end of the year to accept a similar position for the Town of Eastham.

Board of Selectmen actions

The Board adopted a Betterment Policy for Roads, Harbors and Sewers. The Board voted to modify their Beach Nourishment policy to remove the private landowner requirement to obtain duplicate Notice of Intent (NOI) from the Conservation Commission, the effect of which is to ease the bidding process for property owners. The Board adopted a policy for posting Committee agendas on a Town Hall bulletin board which can be viewed from the exterior of the building as well as timely electronic postings of agendas and minutes in a format for reasonable accommodation by the disabled community. The Board also adopted the Attorney General's regulations for remote par-

ticipation by Committee members. The Board adopted a new policy on the acquisition of real property, a Fee Waiver policy and adopted a Procurement form to route Request for Proposals between various stakeholder departments. The Board also voted to amend the Harbor Management Plan by altering the way boats are measured to determine slip fees.

In anticipation of the closing of the Middle School when the new Regional High School is built, the Board formed a Middle School Re-use Committee.

The Board also negotiated a settlement with Back Nine Café, the lessee, regarding a discrepancy over seating capacity at the Cranberry Valley Clubhouse restaurant.

The Board approved a ten year new cable franchise contract with Comcast.

Land / Housing

With the leadership of the Planning Board and Town Planner, Town Meeting adopted a new Local Comprehensive Plan, the first update in eleven years. With a Cape Cod Commission grant and staff support, a Harbor Task force was formed to study the potential improvements available for Saquatucket and Wychmere Harbors. This report led to a Town Meeting appropriation to hire consultants specialized in watershed planning to extend the initial study. Consultants Vine Associates and the Cecil Group have submitted their first phase findings at year end.

Town Meeting authorized the sale of two parcels south of Queen Anne Road and the swap of two parcels abutting the South Meetinghouse Cemetery.

The Selectmen approved a License Agreement on Town owned land abutting the Harwich Food Pantry for their planting a community garden.

The Selectmen also approved the transfer of four parcels of land to HECH, who in turn contracted to construct affordable housing.

Legislation

The Legislature and Governor Patrick approved group health reform legislation for cities and towns to implement design changes affecting co-pays and deductibles, through an accelerated approval process with local labor unions. The Cape Cod Municipal Health Group which Harwich is a member, voted to change plans accordingly, effective FY 13. This will result in shifting more health care costs to employees and retirees, with 25 percent of first year savings to be shared with the employees.

Town Meeting approved two Home Rule petitions to amend the Harwich Charter, which House Representative Sarah Peake filed as H3503 to improve the Capital budgeting process and H3504 to delete the Charter reference to the Harwich School Committee and recognize the new Monomoy Regional School Committee. Representative Peake and I testified on November 15th before the Joint Committee on Municipalities and Regional Governments which issued a favorable report. At year end, the bills were awaiting action in the Legislature's Committee on Third Reading.

Conclusion

Cape Cod Magazine recognized Cranberry Valley the 2011 winner as best public course on Cape Cod. This is an honor bestowed on Cranberry Valley Golf Course; however, many of our municipal and educational services could easily receive a similar honor and recognition. Our employees and resident volunteers on various Boards, Committees and Commissions extend themselves to be the very best in whatever capacity they serve. Similarly, I wish to publicly acknowledge our office staff, Nan Balmer, Sandy Robinson and Ann Steidel for their outstanding dedication to Harwich. All of our employees and volunteers cumulatively have achieved this remarkable list of annual accomplishments which makes Harwich better each succeeding year.

Report of the **Planning Board and Planning Department**

The Planning Board and Planning Department's work is divided into two functions: Regulatory Review and Planning.

REGULATORY REVIEW

38 applications were submitted to the Planning Board in 2011:

- Land divisions and modifications – 9 Approvals Not Required (ANR), 1 Preliminary and 3 Definitive Subdivisions resulted in the creation of 16 residential building lots
- 9 Site Plans and 5 Waivers of Site Plan review – including 4 industrial buildings, 1 commercial site, 3 Wychmere Club modifications, 5 cell towers, and 1 photovoltaic array.
- 5 Special Permits
- 4 Covenant Releases
- 2 Road Name Changes

The Planning Board also held informational sessions on proposed construction of a charter school in East Harwich and the Hall family 4-lot subdivision/ANR.

The Planning Department responded to numerous telephone, e-mail and walk-in requests for information about applications to the Planning Board. The Planning Clerk logged in 75 requests that required additional research.

PLANNING

Throughout the year, the Planning Board kept open lines of communication with others working on Harwich planning activities. Designated liaisons include:

- East Harwich – Peter De Bakker
- Traffic Safety – Allan Peterson
- Water Quality – Peter De Bakker
- Water Quality Citizens Advisory – Matt McCaffery
- Trails – John Follas (replacement needed)
- Capital Outlay – Joe McParland
- Community Preservation – Matt McCaffery
- Middle School Repurposing – Allan Peterson

Local Comprehensive Plan

The Planning Board's work over 2 years was successfully completed with the adoption of the 2011 Local Comprehensive Plan at May Town Meeting. Prior to adoption, the Planning Board held 4 public input sessions between January and late April. Immediately after adoption, the Planning Board turned to plan implementation efforts. Letters were sent to 10 boards, committees and department heads requesting assistance with implementation efforts. Two sessions with the Board of Selectmen detailed progress to date and priorities for further work.

Amendments to Zoning By-Law and Planning Rules and Regulations

Two Zoning By-law Amendments were adopted at May 2011 Town Meeting. The Planning Board was designated as the Special Permit Granting Authority for all applications other than those related to nonconforming structures or uses. Minor housekeeping revisions were made to the treatment of uses in the Personal Wireless Service District. The Planning Board also prepared a third by-law amendment to the Floodplain Regulations. This amendment was withdrawn after the Federal Emergency Management Administration determined that new floodplain boundaries needed more work.

Several amendments to the Zoning By-law and to the Planning Rules and Regulations are in progress for 2012: authority for the Planning Board to modify parking and loading standards under Site Plan Review, special permits for large buildings and parking lots, definition of food processing and/or manufacturing uses, and standards for minor roads.

East Harwich

Culminating a five-year effort, the East Harwich Collaborative presented the East Harwich Village Center (EHVC) Handbook to the Planning Board in June. Between July and December 2011, the Planning Board held 3 sub-committee and 7 full board meetings on zoning for the East Harwich district and surrounding area.

The EHVC Handbook contains a concept plan, proposed zoning and subdivision regulations, and design guidelines. As stated in the introduction, *"The goal of the East Harwich Village Center District is to create a vibrant walkable and bicycle-friendly mixed residential and commercial neighborhood surrounded by protected open space and focused on a traditional main street characterized by pedestrian-scale development that meets the needs of local residents as well as visitors and residents throughout the region".*

At the end of 2011, the Planning Board continued to debate many aspects of the EHVC proposal. Topics under discussion include the use of mandato-

ry standards vs. advisory guidelines; the extent of residential use in a previous commercially zoned district; buildout projections and growth limits; design guidelines for buildings, streets and open space; use of transfer of development rights, natural resource protection zoning, or other techniques for control of residential development in outlying areas; and extent of protection needed for environmental resources. The one specific vote taken by the Planning Board in 2011 was removal of the proposed Village Residential District, one of three sub-districts proposed to replace the current Commercial Highway 2 District.

Integrated Planning Efforts

With East Harwich taking the lead, the Planning Board began discussions on several integrated planning efforts. The first topic is planning for other villages in town, including Harwich Center and Harwich Port. Planning Board members noted that mixed use, pedestrian friendly planning concepts already were part of the character of those two villages and could be enhanced further.

Village planning requires adequate infrastructure, notably wastewater treatment. Planning Board members and staff participated regularly in town wastewater meetings. Potential locations for wastewater treatment plants, recharge areas, and sewer service areas along with associated costs all were reviewed in 2011. Growth and economic development opportunities will be directly affected by wastewater options. Looking forward, there must be an integrated effort that considers wastewater costs, growth opportunities and environmental impacts.

The Planning Board also has begun to review the town's relationship with regional planning and regulatory programs. In East Harwich, the town may seek designation of the center as a Growth Incentive Zone (GIZ). GIZ designation allows the town to be a more direct participant in review of large development proposals with regional impacts. The town also may seek to raise thresholds for Cape Cod Commission Development of Regional Impacts (DRI) review. The town must meet the requirements of Chapter H and may increase current thresholds of 10,000 square feet for commercial projects to 20,000 square feet for mixed-use projects in most town districts and up to 60,000 square feet for mixed-use projects in an economic center (East Harwich). A prerequisite for increasing thresholds is town adoption of the Regional Land Use Vision Map. Town of Harwich and Cape Cod Commission planning staff have jointly prepared a draft of the Harwich portion of the vision map and will present it to the Planning Board in 2012.

Harwich Center

The Planning Department began to study suggestions from Town Administration regarding creation of a new municipal parking lot on land behind and below Main Street businesses. The same land would be used for a municipal wastewater system located beneath the parking lot. An initial letter to business and property owners led to many questions about the proposal. At year's end, the Planning Department was seeking to enlarge the discussion to a general review of parking and other services or facilities to support businesses in Harwich Center.

Bikeways/Sidewalks

The Cape Cod Commission completed "A plan for improved pedestrian and bicycle facilities in Harwich" in January 2011. Town participants in the study included representatives from the Traffic Safety Committee, Bikeways Committee, Trails Committee, Recreation Commission, Public Works Department and Planning Department. The study area was Harwich Center and the rail trails to Harwich Port, Route 28 and harbors/beaches along Nantucket Sound.

The study considered several types of facilities including multi-use paths, sidewalks, shoulders, and "share the road" designation. Projects recommended for Phase 1 included:

1. A sidewalk and widened road shoulder along Bank Street,
2. A sidewalk along Route 28 between Harwich Port and Julien Road,
3. A multi-use path on Earle Road between Lower County Road and Earle Road beach, and
4. A multi-use path from the rail trail through Thompson's Field or Water Department land with continuation via "share the road" designation on Oliver Snow and Gorham Roads to Route 28 and Saquatucket Harbor.

The Town Planner held a neighborhood meeting on the Bank Street project in September followed by an application to the Community Preservation Committee for funding.

Harbors

The Saquatucket/Wychmere Harbors Task Force, with staff assistance from the Town Planner and Harbormaster, completed its work in January 2011. The Cape Cod Commission "Saquatucket and Wychmere Harbor Baseline Study and Concept Plan", January 11, 2011, accompanied the task force's efforts. With this study in hand, the town approached May Town Meeting with a request for \$50,000 for a Saquatucket Harbor Engineering Study. A technical assistance grant in the amount of \$7,500 enabled engineering work to include the town pier at Wychmere Harbor. Consultants Vine

Associates and the Cecil Group were hired in August. The consultants have conducted detailed site investigations, including structural conditions at the Wychmere Pier and a bathymetric survey of both Wychmere and Saquatucket Harbors.

A steering committee consisting of the Town Administrator, Harbormaster, Town Planner, Town Engineer, Channel 18 Director and a liaison from the Board of Selectmen is overseeing the consultants' work. Presentations to harbor stakeholders and the general public are planned for early 2012.

BOARD MEMBERSHIP

We would like to express our sincere thanks to John Follas for his long and productive service on the Planning Board. John announced his retirement at the end of 2011. He is being replaced as a full board member by Alan Atkinson, who returned to the board in October. The Planning Board has open positions for 2 alternates and we encourage new members. Requirements are an active interest in the Harwich community and an ability to attend meetings regularly,

DEPARTMENT STAFF

In 2011, the Planning Department began providing staff support services to the Historical Commission and the Affordable Housing Committee. David Spitz, Town Planner, also attends meetings of other committees, such as Real Estate & Open Space and Bikeways, on an as-needed basis. Most of the day-to-day operations of the Planning Department are capably handled by Elaine Banta in her new title as Planning Assistant.

Respectfully submitted,

Matthew F. McCaffery, *Planning Board Chairman*
David H. Spitz, *Town Planner*

Report of the Board of Registrars

The report of the Harwich Board of Registrars for the calendar year 2011 is as follows:

VOTER TOTALS – REPORT AS OF DECEMBER 2011

Ward 0	PREC 1	PREC 2	PREC 3	PREC 4	TOTALS
DEMOCRAT	719	657	562	629	2567
REPUBLICAN	493	501	495	377	1866
GREEN PARTY USA	1	0	0	0	1
GREEN-RAINBOW	6	3	1	2	12
INTER. 3RD PARTY	0	2	2	3	7
CONSTINTUTION PARTY	1	0	0	0	1
SOCIALIST	1	0	0	0	1
LIBERTARIAN	8	4	9	11	32
AMERICAN INDEPEND	0	1	0	0	1
UNENROLLED	1469	1374	1635	1316	5722
GRAND TOTALS	2698	2542	2572	2398	10210

The 2011 census enumerated a population of 12,830 persons. The annual census was conducted first by a town wide mailing that was followed by street and telephone solicitations for information. The intake of census data was completed by April 2011. The School Age Children's list, the list of town residents street by street, and statistical groupings by population and precinct were tabulated and completed by mid-May. The Jury list was compiled for the State.

During 2011 there was the May Annual Town Meeting and Election, there was also a Special Town Meeting and a Special Town Election in November.

The Board of Selectmen appointed Donald F. Howell to a three year term on the Board of Registrars.

The Board of Registrars and the Town Clerk's Office would like to thank Dorothy Hemmings for her years of service and dedication to the Town as a member of the Board of Registrars.

We would also like to thank the residents of the Town of Harwich for their continued support and cooperation with the annual census.

Respectfully submitted,

Juell Buckwold

Louise R. Mihovan

Donald F. Howell

Anita N. Doucette, *Town Clerk*
Board of Registrars

TOWN RECORDS

Report of the **Town Clerk**

Fees Collected – Fiscal Year 2010-2011

Marriage Intentions	\$	2,340.00
Birth Certificates		2,460.00
Death Certificates		12,000.00
Marriage Certificates		1,780.00
Dog Licenses		12,940.00
Business Certificates		4,250.00
Fish & Wildlife Licenses Fees		74.65
Photocopies		467.50
Non-Criminal Violation Payments – Police		650.00
Non-Criminal Violation Payments - Health		100.00
Non-Criminal Violation Payments – Harbormaster		200.00
Non-Criminal Violation Payments – Conservation		300.00
Underground Fuel Tanks		450.00
Raffle Permits		90.00
Utility Poles		40.00
Burial Permits		1,430.00
 Total Amount Collected:	 \$	 39,572.15
 Total Amount to Treasurer:	 \$	 39,572.15

**Fishing, Hunting, Sporting & Trapping Licenses and Stamps Sold
FY 2010/2011**

10 Resident Fishing	@ \$28.50 =	\$ 285.00
02 Resident Fishing Minor	@ 12.50 =	25.00
00 Resident Fishing (65-69)	@ 17.25 =	00.00
06 Resident Fishing (70 +)	@ .00 =	00
10 Non-Resident Fishing	@ 38.50 =	385.00
08 Non-Resident Fishing – 3 day	@ 24.50 =	196.00
00 Non-Resident Fishing Minor	@ 12.50 =	00.00
01 Resident Fishing – 3 day	@ 13.50 =	13.50
00 Duplicate Fishing	@ 2.50 =	0.00
12 Resident Hunting	@ 28.50 =	342.00
02 Resident Hunting (65-69)	@ 17.25 =	34.50
00 Minor Hunting	@ 12.50 =	00.00
02 Resident Sporting	@ 46.00 =	92.00
00 Resident Sporting (65-69)	@ 26.00 =	00.00
01 Resident Sporting (70 +)	@ .00 =	00.00
10 Archery Stamps	@ 5.10 =	51.00
09 Waterfowl Stamps	@ 5.00 =	45.00
09 Primitive Firearm Stamps	@ 5.10 =	45.90

Total Licenses & Stamps: 82	1,514.90
Less Fees Withheld	<u>74.65</u>
Amount Paid to Div. of Fisheries & Wildlife:	\$ 1,440.25

Vital records for 2011 Annual Town Report

***“As recommended by the State Office of Vital
Records, only the number
of births, deaths and marriages recorded in
the past year are listed”***

***Number of Births – 76
Number of Deaths – 255
Number of Marriages – 89***

**COMMONWEALTH OF MASSACHUSETTS
TOWN OF HARWICH
ANNUAL TOWN MEETING
MAY 2, 2011**

BARNSTABLE, ss:

To either of the Constables of the Town of Harwich in said county,

Greetings:

In the name of the Commonwealth of Massachusetts you are hereby directed to notify and warn the inhabitants of said Town qualified to vote in elections and Town affairs to meet in the Community Center Gymnasium, 100 Oak Street in said Town on Monday, May 2, 2011 at 7:00 P.M., then and there to act on the following articles:

Hereof fail not to make return of the Warrant with your doings thereon at the time and place of said meeting.

Given under our hands this 22nd day of February, 2011

s/ Angelo S. La Mantia Chairman

s/Larry G. Ballantine, Vice Chairman

s/Linda A. Cebula, Clerk

s/Edward J. McManus

s/Robin D. Wilkins

BOARD OF SELECTMEN

A true copy Attest:

s/Gerald Beltis

Constable

April 13, 2011

By virtue of the Warrant I have this day notified and warned the inhabitants of the Town of Harwich, qualified to vote in elections and town affairs, to meet in the Community Center, 100 Oak Street in said Town on Monday, the 2nd day of May, 2011 at the time and place for the purpose herein named by posting up attested copies thereon in the four (4) Post Office Buildings and in Town Hall in the Town of Harwich, which covers all four precincts, at least fourteen (14) days before the time of said meeting as within directed, and causing an attested copy thereof to be published in the Cape Cod Chronicle published in Barnstable County and having its circulation in the Town of Harwich.

s/ Gerald Beltis

Constable

On Monday, May 2, 2011 the Moderator, Michael D. Ford, Esq., called the meeting to order at 7:00 PM when a quorum of 150 was met, having 299 registered voters in attendance. Before town business began, Town Clerk, Anita N. Doucette read the Warrant and Return of Warrant. The Harwich Annual Town Meeting was held in the Community Center on 100 Oak Street, the Town Meeting began with:

TOWN OFFICERS AND COMMITTEES

ARTICLE 1. To choose various Town Officers and Committees.
Customary article.

**THE FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE
ACCEPTED AND ADOPTED. VOTE: YES-8, NO-0.**

MOTION: (Peter Hughes, Vice Chairman-Finance Committee) I move that
this article be accepted and adopted. Duly seconded

ACTION: It is a vote

REPORTS OF TOWN OFFICERS AND COMMITTEES

ARTICLE 2. To hear reports of all Town Officers and Committees for the
year 2010. Customary article.

**THE FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE
ACCEPTED AND ADOPTED. VOTE: YES-8, NO-0.**

MOTION: (Peter Hughes, Vice Chairman-Finance Committee) I move that
this article be accepted and adopted. Duly seconded

ACTION: It is a vote

ELECTED OFFICIALS SALARIES

ARTICLE 3. To see if the Town will vote to fix the salaries of the elected officials of the Town for fiscal year commencing July 1, 2011 and ending June 30, 2012 as follows, and to act fully thereon. Estimated cost: \$78,955.

Selectmen (5)	\$1,500.00 (each)
Moderator	\$300.00
Town Clerk.	\$ 69,655.00
Water Commissioners (3)	\$500.00 (each)

**THE FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE
ACCEPTED AND ADOPTED. VOTE: YES-8, NO-0.**

MOTION: (Peter Hughes, Vice Chairman-Finance Committee) I move that this article be accepted and adopted as follows:

Selectmen (5)	\$ 1,500.00 each
Moderator	\$ 300.00
Town Clerk	\$ 69,655.00
Water Commissioners (3)	\$ 500.00 each

Duly seconded

ACTION: It is a vote.

SPECIAL LEGISLATION / ROOMS OCCUPANCY TAX

ARTICLE 4 To see if the Town will vote to authorize the Board of Selectmen to petition the General Court for Special Home Rule Legislation as follows, and to act fully thereon:

Notwithstanding any general or special law to the contrary, the Town of Harwich may impose a room occupancy tax, in addition to any such occupancy tax currently allowed by law, on any vacation or leisure accommodation, including but not limited to apartments, single or multiple family housing, cottages, condominiums and time share units or any other such temporary occupancy not currently defined in Massachusetts General Laws, chapter 64G. Vacation or leisure accommodation is defined as occupancy for a price to be paid and intended at the time of contract to be for a period of sixty consecutive days or less regardless of whether such use and possession is as a lessee, tenant, guest or licensee. The maximum room occupancy tax for such occupancy shall be at the same rate as the municipal portion of the room occupancy for the town of Harwich under Massachusetts General Laws, chapter 64G.

By request of the Board of Selectmen.

FINANCE COMMITTEE RECOMMENDS THAT THIS ARTICLE BE INDEFINITELY POSTPONED. VOTE: YES-8, NO-0.

MOTION: (Peter Hughes, Vice Chairman-Finance Committee) I move that this article be indefinitely postponed. Duly seconded

ACTION: The article is indefinitely postponed.

BUDGET

ARTICLE 5 To see if the Town will vote to raise and appropriate and/or transfer from available funds such sums of money as may be required to defray Town charges for Fiscal Year 2012, and to act fully thereon. (BUDGET – SEE APPENDIX B). Estimated cost: \$_____.

FINANCE COMMITTEE HAS NO RECOMMENDATION PENDING FURTHER INFORMATION. VOTE: YES-9, NO-0.

MOTION: (Peter Hughes, Vice Chairman-Finance Committee) I move that this article be accepted and adopted as printed in the warrant as the Board of Selectmen's FY 12 Budget Amendment #1 with the following change:

Line 6 Reserve Fund be increased from \$150,000 to \$210,000;

and the sum of \$47,924,383 be appropriated for this purpose. That to raise this appropriation, the sum of \$46,140,019 be raised and appropriated, and that \$469,035 be raised and appropriated in the General Fund operating budget and allocated to the Water Enterprise Fund for funding, and that \$782,497 be transferred from the CPA Fund, undesignated fund balance to pay for current Land Bank debt service, and that \$199,890 be transferred from the Cable Fund, and that \$17,227 be transferred from the Septic Loan Betterment Fund, and that \$59,100 be transferred from the Library Grant, and that \$70,000 be transferred from the Waterways Management Fund, and that \$100,000 be transferred from Overlay Surplus, and that \$14,365 be transferred from the FEMA fund and that \$12,250 be transferred from the Road Betterment Fund and \$60,000 be transferred from Free Cash.

Duly seconded

ACTION: The motion carried

WATER BUDGET

ARTICLE 6. To see if the Town will vote to raise and appropriate and/or transfer from available funds such sums of money as may be required to defray Water Department Operating Budget for Fiscal Year 2012, and to act fully thereon. By request of the Water Commissioners and Superintendent. Estimated cost: \$_____.

FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED AND FUNDED FOR \$3,176,392 BY THE WATER ENTERPRISE FUND. WATER ENTERPRISE COSTS ARE FUNDED DIRECTLY BY RATE-PAYERS. VOTE: YES-9, NO-0

MOTION: (Peter Hughes, Vice Chairman-Finance Committee) I move that this article be accepted and adopted and the sum of \$3,415,868 be appropriated to operate the Water Enterprise Fund for this purpose:

Salaries	1,012,556
Expenses	1,054,665
Debt	790,136
Budgeted surplus	558,511
Total	3,415,868

And that \$3,415,868 be raised as follows: \$2,857,357 from Departmental Receipts and \$558,511 from Budgeted surplus.

Duly seconded

ACTION: It is a vote

MAINTAIN, UPDATE, AND/OR CERTIFY
REAL/PERSONAL PROPERTY VALUATIONS

ARTICLE 7 To see if the Town will vote to raise and appropriate or transfer from available funds a sufficient sum of money to maintain, update, and/or certify real and personal property valuations and to act fully thereon. By request of the Deputy Assessor and the Board of Assessors. Estimated Cost: \$27,100

FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED IN THE AMOUNT OF \$27,100 AND FUNDED BY FREE CASH. VOTE: YES-7, NO-1.

MOTION: (Peter Hughes, Vice Chairman-Finance Committee) I move that this article be accepted and adopted and that \$27,100 be transferred from Free Cash to maintain, update and /or certify real /personal property valuations. Duly seconded

ACTION: It is a vote

CAPITAL PLAN ADOPTION

ARTICLE 8. To see if the Town will vote to adopt the Capital Plan for the ensuing seven year period as adopted last year by the Town Meeting with new fiscal year 2018 as proposed by the Board of Selectmen and set forth below or as amended by vote of the Town Meeting, and to act fully thereon. By request of the Board of Selectmen.

FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED AS A VALUABLE TOWN PLANNING TOOL. VOTE: YES-9, NO-0

MOTION: (Peter Hughes, Vice Chairman-Finance Committee) I move that this article be accepted and adopted.

Duly seconded

AMENDMENT TO MAIN MOTION: (Peter Hughes, Vice Chairman-Finance Committee)

I move that the list of proposed amendments to the Capital Plan listed on page 14 and 15 of the Annual Town Meeting warrant book be accepted and adopted. Duly seconded

ACTION ON AMENDMENT: This vote required a 2/3 majority vote to pass, it was a unanimous vote, so declared.

ACTION ON MAIN MOTION AS AMENDED: The motion carried unanimously.

**CAPITAL PLAN APPROVED AT
2010 ANNUAL TOWN MEETING**

	FY 2012	FY 2013	FY 2014	FY 2015	FY 2016	FY 2017	FY2018
		(FY 2018 added)		(FY2011 deleted)			
GENERAL GOVERNMENT							
Town Hall HVAC- Phase 3 (boiler)	100,000						
Total General Government	100,000						
FIRE							
Fire Rescue Vehicle		185,000		185,000		185,000	
Breathing apparatus							
Fire Engine	600,000			650,000			
Expansion of fire station #2	2,000,000				200,000		
Main Station Roof Replacement							
Refurbish ladder truck							
Total Fire Department	2,600,000	185,000		835,000	200,000	185,000	
SCHOOLS							
New High School Plans	2,000,000						
New High School Construction		40,000,000					
Total Schools	2,000,000	40,000,000	-	-	-		
PUBLIC WORKS							
Highway Paving	750,000	700,000	700,000	700,000	700,000	700,000	700,000
New Sidewalks	50,000	50,000	50,000	50,000	50,000	50,000	50,000
Vehicle Maintenance garage	600,000						
Vehicle replacements	247,000	219,000	280,000	275,000	255,000	242,000	242,000
Total Public Works	1,647,000	969,000	1,030,000	1,025,000	1,005,000	992,000	992,000

CRANBERRY VALLEY GOLF

Main/cart storage demolition/replace
HVAC/kitchen renovations

850,000

100,000

950,000

Total Cranberry Valley Golf Course

WATERWAYS/ HARBORS

Channel Dredging

175,000

302,000

1,300,000

500,000

220,000

Infrastructure Maint/Replacement

670,860

1,433,700

294,000

2,197,000

2,028,000

Total Waterways/ Harbors

845,860

1,735,700

1,594,000

2,697,000

2,028,000

WASTE WATER MANAGEMENT

Waste Water Management Design

1,000,000

Waste Water Management construct.

1,000,000

5,000,000

5,000,000

5,000,000

Total Wastewater Management

2,000,000

5,000,000

5,000,000

5,000,000

Total Plan w/o Water Department 7,192,860 43,889,700 7,532,500 8,454,000 8,902,000 8,205,000 6,212,000

WATER DEPARTMENT

Water Main Project

300,000

300,000

300,000

300,000

300,000

New Well Source Investigation

1,300,000

100,000

100,000

100,000

100,000

Rehab/repaint Route #39 Tank

1,300,000

Repaint Lothrop and rt. #39 tank

1,300,000

300,000

400,000

400,000

Total water Department

1,600,000

1,600,000

400,000

400,000

300,000

Total Plan (including Water)

8,792,860

45,489,700

7,832,500

8,854,000

9,302,000

8,605,000

6,512,000

RECOMMENDED AMENDMENTS FY 2012-2017
W/O WATER DEPARTMENT
(\$-36,815,778)

1. Town Hall - HVAC-\$100,000 is recommended in FY 2012 to finish the upgrade of the HVAC system in Town Hall
2. Fire Department
 - 1) In FY2012, reduce \$600,000 to \$475,000, expected fire truck purchase. Add \$50,000 to upgrade a retrofitted pumper replacement.
 - 2) In FY2012, move \$2,000,000 for expansion of fire station #2 into FY2013 absent any move of regionalization.
 - 3) In FY2013, FY2015 and FY2017, increase costs of new ambulance replacements from \$185,000 to \$240,000 each.
3. Police Department - In 2012, \$118,595 is recommended for replacement of mobile and portable radios for both the Police and fire departments. This amount has been recently reduced by a grant to the fire department
4. School Department - In FY 2013, \$40,000,000 and in FY 2012, \$2,000,000 have been deleted as a result of the recent regionalization votes that placed such capital expense within the new district operating budget.
5. Recreation and Youth - In FY 2012, \$100,000 has been added to build a new bathroom at Pleasant Road Beach., and \$100,000 has been added in FY 2013 for bathroom at Long Pond
6. Division of Highways and Maintenance
 - a) DPW Maintenance Garage In order to accommodate the centralization of vehicle maintenance at the highway yard, \$600,000 is still recommended, but is moved to FY2013 in response to the current economic downturn.
 - b) Highway Roads & Sidewalk Maintenance is reduced in FY2012 from \$800,000 to \$145,000, relying instead on Chapter #90 and in recognition of additional work load below in addition to Allen Harbor Work. In FY years 2013-2017, \$50,000 for sidewalks is included as part of Highway Paving, resulting in a total of \$750,000 for each year
 - c) Bike Trail Root Control and Repaving \$ 50,000 is added to FY2012 as a safety action.

- d) Vehicle Replacement is amended as follows:
 - FY2012, reduce from \$247,000 to \$210,000.
 - FY2013, reduce from \$219,000 to \$172,000.
 - FY2015, reduce from \$275,000 to \$250,000.
 - FY2016, increase from \$255,000 to \$302,000.

7. Cranberry Valley Golf Course

- 1) \$50,000 is recommended in FY 2012 for cart maintenance and paving which should be paid under the budget. \$369,000 requested was deemed inappropriate.
- 2) \$100,000 is moved from FY 2014 for HVAC/kitchen renovation to FY 2015.

8. Water ways and Harbors

- 1) Allen Harbor basin dredging \$3,800,000 is recommended in FY 2012. This represents the total cost of a bond issue which will be shared approximately 2/3 by the town, 1/3 by abutters.
- 2) Downey Property \$700,000 is recommended in FY 2012 for purchase
- 3) In FY 2012, reduce infrastructure for \$670,000 to \$215,000.

9. Schools - Technology equipment and building maintenance is recommended in FY 2012 at total of \$192,627, although it will be funded under the School budget

10. Waste Water Management - In FY 2012, \$200,000 is recommended to ensure continuous progress.

RECOMMENDED CHANGES IN WATER DEPARTMENT
(ENTERPRISE FUNDED) FY 2012-2017

- 1. Lothrop Road Water Tank - move \$1,300,000 from FY 2013 to FY 2016.
- 2. \$100,000, new well source investigation, is deleted in each of FY 2015-2017.

CAPITAL PLAN 2012-2018

Recommend	FY2012	FY2013	FY2014	FY 2015	FY2016	FY2017	FY2018
GENERAL GOVERNMENT							
Town Hall HVAC- Phase 3 (boiler)	100,000						
Total General Government	100,000						
FIRE							
Ambulance		240,000		240,000		240,000	
Fire Engine #68	475,000			500,000			
Fire Engine #64 replace with Refurbish	50,000						
Expansion of fire station #2		2,000,000					
Main Station Roof Replacement					200,000		
Total Fire Department	525,000	2,240,000	-	740,000	200,000	240,000	-
POLICE/FIRE							
Replace mobile and portable radios	118,595						
Total Police/Fire Departments	118,595						
PUBLIC WORKS							
Highway Paving & Sidewalks	145,000	750,000	750,000	750,000	750,000	750,000	750,000
(FY13-FY18 includes \$50,000 Sidewalks)							
Route #124 upgrade/paving to Brewster	-	350,000					
Vehicle Maintenance garage	-	600,000					
Vehicle replacements	210,000	172,000	280,000	250,000	302,000	242,000	242,000
Bike Trail Root Control & Paving	50,000						
Total Public Works	405,000	1,872,000	1,030,000	1,000,000	1,052,000	992,000	992,000

RECREATION

Pleasant Road Beach Bathroom	100,000
Long Pond Bathroom	100,000

Total Recreation

-

WATERWAYS/ HARBORS

70,000

Allan Harbor Dredging	100,000
Allen Basin 2/3 Town, 1/3 abutters	3,800,000
Allen Harbor Bulkhead Replace/maint	
Allen Harbor Jetty Reconstruction	242,500
Round Cove Dredging	75,000
Saquatucket Dredging	
Saquatucket Bulkhead Replace/Maintenance	
Saquatucket Basin Dredging	
Saquatucket Float Maintenance	

44,000

1,200,000

120,000

50,000

1,000,000

250,000

1,497,000

2,028,000

150,000

CAPITAL PLAN 2012-2018

(continued)

Recommend

FY2012

Wychmere Dredging	
Herring River Dredging	
Round Cove Replace Ramp	
Downey Property	700,000

FY2013

40,000

50,000

100,000

FY2014

160,000

FY 2015

300,000

FY2016

FY2017

FY2018

Drainage, Saquatucket,									
Red River, Wychemere	120,000								
Replace Wixon Dock	45,000								
Herring River Paved Ramp		100,000							
Restroom at Wychemere Harbor	50,000								
Wychemere Harbor Bulkhead Replacement			1,333,700						
Total Waterways/ Harbors	4,890,000	552,500	1,735,700	1,594,000	2,697,000	2,028,000			220,000
CRANBERRY VALLEY GOLF									
Cart Path Maintenance/Repair	50,000								
Maint./cart storage demolition/replace		850,000							
HVAC/kitchen renovations				100,000					
Total Cranberry Valley Golf Course	50,000	850,000	-	100,000	-				
WASTE WATER MANAGEMENT									
Waste Water Management Design	200,000		1,000,000						
Waste Water Management Construction		5,000,000		5,000,000	5,000,000	5,000,000			5,000,000
Total Wastewater Management	200,000	5,000,000	1,000,000	5,000,000	5,000,000	5,000,000			5,000,000
HARWICH HOUSING									
Land Purchase									
Total Housing									
SCHOOLS									
Technology	104,385								
Maintenance	88,242								
TOTAL SCHOOLS	192,627								
Total Plan w/o Water Department	6,581,222	7,432,500	6,947,700	8,434,000	8,949,000	8,260,000			6,212,000

Water Department (paid by water Fund)						
Water Main Project	300,000					300,000
Repaint Lothrop Water Tank		300,000	300,000	300,000	300,000	300,000
Total Water Department	300,000	300,000	300,000	1,300,000	300,000	300,000
Total Plan with Water	6,881,222	7,247,700	7,732,500	8,734,000	10,549,000	6,512,000
Proposed Free Cash	1,363,595					
Proposed Debt Financing	5,025,000					
Water Enterprise	300,000					
School Financing	<u>192,627</u>					
Total Recommended Funding and Sources						6,881,222

FUND PHASE III OF THE TOWN HALL HVAC PROJECT
(BOILER REPLACEMENT)

ARTICLE 9. To see if the Town will vote to raise and appropriate, borrow or transfer from available funds a sufficient sum of money for Phase III of the replacement of the Town Hall HVAC systems, and to act fully thereon. By request of the Board of Selectmen. Estimated cost: \$100,000

FINANCE COMMITTEE RECOMMENDS THAT THIS ARTICLE BE ACCEPTED AND ADOPTED AND FUNDED FOR \$100,000.00 FROM AVAILABLE FUNDS. VOTE: YES- 8, NO- 0

MOTION: (Peter Hughes, Vice Chairman-Finance Committee) I move that this article be accepted and adopted and that \$100,000 be transferred from Free Cash for the purchase and installation of a new HVAC boiler at Town Hall.

Duly seconded

ACTION: It was a unanimous vote, so declared.

FIRE ENGINE / PUMPER PURCHASE & REFURBISHMENT PROGRAM

ARTICLE 10. To see if the town will vote to raise and appropriate and/or transfer from available funds a sufficient sum of money to purchase, equip one [1] new fire pumper and to refurbish one [1] 1987 Pierce fire pumper and all costs incidental and related thereto, and to further authorize trade-in or sale of one [1] 1976 Mack pumper and one [1] 1985 Seagrave pumper, and to authorize the board of selectmen to take all actions necessary to carry out the project. The appropriation authorized by this vote shall not take effect until the Town votes to exempt from the limitation on total taxes imposed by G.L. c.59, §21C (Proposition 2 ½) the amount required to pay for the capital outlay expenditure authorized by this vote, and to act fully thereon. By request of the Fire Chief. Estimated cost is: \$525,000.00

FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED. PRESENTLY THE FIRE DEPARTMENT HAS TWO (2) PUMPER UNITS (1976 AND 1985). BOTH NEED CONSIDERABLE REFURBISHMENT AT VERY EXPENSIVE COSTS. THE FIRE DEPARTMENT HAS RECENTLY ACQUIRED A USED PUMPER THAT IS IN EXCEPTIONAL CONDITION AND NEEDS VERY LITTLE MECHANICAL AND/OR COSMETIC RECONDITIONING. WITH THE ACQUISITION OF THIS PUMPER AND A NEW PUMPER, THE TOWN WILL BE WELL SERVED FOR AT LEAST THE NEXT 25 YEARS. VOTE: YES -7, NO - 2

MOTION: (Peter Hughes, Vice Chairman-Finance Committee) I move that this article be accepted and adopted to purchase a new fire pumper and refurbish one 1987 Pierce fire pumper and to trade in or sell one 1976 Mack Pumper and one 1985 Seagrave pumper and the sum of \$525,000 be raised and appropriated for this purpose; however, that the appropriation authorized by this vote shall not take effect until the Town votes to exempt from the limitation on total taxes imposed by G.L. c.59, §21C (Proposition 2 ½) the amount required to pay for the capital outlay expenditure authorized by this vote in Fiscal Year 2012.

Duly seconded

ACTION: It was a unanimous vote, so declared.

PURCHASE NEW PUBLIC SAFETY EQUIPMENT

ARTICLE 11. To see if the Town will vote to raise and appropriate and/or transfer from available funds a sufficient sum of money to purchase mobile and portable radios for the Police and Fire Departments, and to act fully thereon. Estimated Cost: \$118,595.

FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED. SEVERAL MOBILE AND PORTABLE RADIOS THAT ARE USED 24/7 BY OUR PUBLIC SAFETY DEPARTMENTS (POLICE & FIRE) ARE PRESENTLY NOT FUNCTIONING WELL AND AT TIMES FAILED IN THEIR ABILITY TO COMMUNICATE WITH THE STATION'S. THIS APPROPRIATION WILL ENSURE A HIGHER LEVEL OF SAFETY AND SERVICE FOR OUR PERSONNEL AND THE PUBLIC. VOTE: YES-8, NO-0.

MOTION: (Peter Hughes, Vice Chairman-Finance Committee) I move that this article be accepted and adopted and that \$118,595 be transferred from Free Cash for this purpose.

Duly seconded

ACTION: It is a vote.

FUND HIGHWAY PAVING AND SIDEWALKS

ARTICLE 12 To see if the Town will vote to raise and appropriate and/or transfer from available funds a sufficient sum of money to fund Highway paving and sidewalk repairs, and to act fully thereon. By request of the Director of Highways and Maintenance. Estimated cost: \$145,000

THE FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED. VOTE: YES-8, NO-0.

MOTION: (Peter Hughes, Vice Chairman-Finance Committee) I move that this article be accepted and adopted and that \$145,000 be transferred from Free Cash for this purpose.

Duly seconded

ACTION: It is a vote.

LEASE OR PURCHASE AND EQUIP VEHICLES

ARTICLE 13. To see if the Town will vote to raise and appropriate, transfer from available funds and/or borrow a sufficient sum of money to lease or purchase and equip the following vehicles for the Highway and Maintenance Department, and further to authorize the Town to enter into a lease/purchase agreement or agreements for a term of up to five years, and to act fully thereon:

One (1) new Class 7 Dump Truck fully equipped with central hydraulics, body, plow and sander.

And to further authorize trade-in or sale of one (1) 1993 Chevy Dump Truck toward the purchase price where the Board of Selectmen finds that the vehicle cannot be utilized elsewhere in the Town.

One (1) new Semi-Trailer (trash hauler)

1998 Steco Semi-Trailer has reached the end of its useful life

One (1) new John Deere Mower

To replace 1999 John Deere Mower used by Parks Dept.

By request of the Director of Highways and Maintenance. Estimated Cost: \$210,000

FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED IN THE AMOUNT OF \$210,000 TO BE FUNDED FROM FREE CASH ADHERING TO THE LONG-TERM VEHICLE REPLACEMENT PLAN.

VOTE: YES-8, NO-0.

MOTION: (Peter Hughes, Vice Chairman-Finance Committee) I move that this article be accepted and adopted and that \$210,000 be transferred from Free Cash for the following:

Highway and Maintenance

One (1) Class 7 Dump Truck (Highway)

One (1) Semi- Trailer (Transfer Station)

One (1) Mower (Parks)

And to authorize the Board of Selectmen to trade-in or sell:

One (1) 1993 Chevy Dump Truck.

One (1) 1998 Steco Semi- Trailer

One (1) John Deere mower

Duly seconded

ACTION: It was a unanimous vote, so declared.

FUND BIKE TRAIL PAVING AND ROOT CONTROL

ARTICLE 14 To see if the Town will vote to raise and appropriate and/or transfer from available funds a sufficient sum of money to make bike trail repairs, and to act fully thereon. By request of the Director of Highways and Maintenance. Estimated cost: \$50,000

THE FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED. VOTE: YES-8, NO-0.

MOTION: (Peter Hughes, Vice Chairman-Finance Committee) I move that this article be accepted and adopted and that \$50,000 be transferred from Free Cash for this purpose.

Duly seconded

ACTION: It is a vote.

FUND PLEASANT ROAD BEACH RESTROOMS

ARTICLE 15 To see if the Town will vote to raise and appropriate a sufficient sum of money to replace the current restroom facilities at Pleasant Road Beach, and to act fully thereon. By request of the Harwich Recreation and Youth Commission. Estimated Cost: \$100,000.

THE FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED. VOTE: YES-8, NO-0.

MOTION: (Peter Hughes, Vice Chairman-Finance Committee) I move that this article be accepted and adopted and that \$100,000 be transferred from Free Cash for this purpose.

Duly seconded

ACTION: It is a vote.

ADD TO DREDGING RESERVE FUND TO DREDGE

VARIOUS ENTRANCE CHANNELS

ARTICLE 16 To see if the Town will vote to raise and appropriate, borrow, and/or transfer a sufficient sum of money to dredge sand from various harbors as outlined in the Capital Outlay Plan and to apply for and accept any State, Federal or private grant monies available for this purpose, and to act fully thereon. By request of the Harbormaster. Estimated Cost: \$175,000.

THE FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED FOR THE REDUCED AMOUNT OF \$ 82,000 FROM AVAILABLE FUNDS. THE BALANCE OF THE

REQUEST FOR \$ 175,000 SHOULD COME FROM EXISTING FUNDS FROM PREVIOUSLY APPROVED TOWN MEETING ARTICLES. VOTE: YES- 9, NO- 0.

MOTION: (Peter Hughes, Vice Chairman-Finance Committee) I move that this article be accepted and adopted for a total appropriation of \$175,000 and that \$82,000 be transferred from Free Cash and \$93,000 be transferred from **Article 15 ATM May 2008, "Pilings Replacement"** for this purpose.

Duly seconded

ACTION: It is a vote.

ALLEN HARBOR BASIN DREDGING

ARTICLE 17 To see if the Town will vote to raise and appropriate, borrow and/or transfer from available funds a sufficient sum of money to cover anticipated costs for dredging Allen Harbor and to apply for and accept any State, Federal or private grant monies available for this purpose and to assess betterments as approved in the November 12, 2009 Special Town Meeting Article 13, and to act fully thereon. By request of the Harbormaster. Estimated cost: \$3,800,000.

THE FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED WITH FUNDS FROM A DEBT EXCLUSION. THIS PROJECT WILL IMPROVE THE FUNTIONALITY OF AN IMPORTANT TOURIST ATTRACTION. VOTE: YES- 8, NO-1.

MOTION: (Peter Hughes, Vice Chairman-Finance Committee) I move to accept and adopt to appropriate \$2,900,000 to dredge Allen Harbor and all costs incidental and related thereto; that to meet this appropriation, the Treasurer with the approval of the Board of Selectmen, is authorized to borrow \$2,900,000 under Chapter 44 of the General Laws or any other enabling authority; and the Board of Selectmen is authorized to assess betterments and expend all funds available for the project and take any other action necessary to carry out the project; however, that this vote shall not take effect until the Town votes to exempt from the limitations on total taxes imposed by M.G.L. c.59 Sec 21C (Proposition 2 ½) amounts required to pay the principal of and the interest on any borrowing authorized by this vote.

Duly seconded

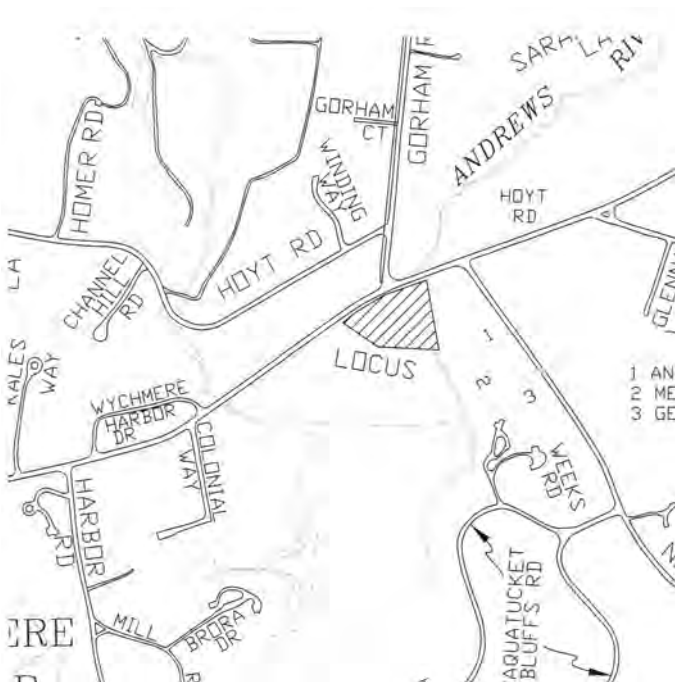
ACTION: This article required a 2/3 majority vote to pass, it was ruled to have received the necessary 2/3 vote. The article passed.

ACQUIRE DOWNEY PROPERTY

ARTICLE 18 To see if the Town will vote to authorize the Board of Selectmen to acquire by gift, by purchase, by eminent domain or otherwise, for general municipal purposes, all or a portion of land now or formerly owned by Julia T. Downey, Trustee, and located on the south side of Route 28 in Harwich, Mass, and shown on Assessor's map 15 as Parcel H4, containing 2.2 acres, more or less, and to raise and appropriate, or transfer from available funds or borrow a sufficient sum of money for such acquisition; and further to authorize the Board of Selectmen to negotiate the purchase of the land and to make the decision to enter into any agreement to purchase the land and to execute any and all instruments as may be necessary on behalf of the Town, The appropriation authorized by this vote shall not take effect until the Town votes to exempt from the limitation on total taxes imposed by M.G.L. c.59, § 21C (Proposition 2 ½) the amounts required to pay the principal of and the interest on any borrowing authorized under this article, and to act fully thereon. By request of the Board of Selectmen. Estimated cost: \$700,000

FINANCE COMMITTEE RECOMMENDS THAT THIS ARTICLE BE INDEFINITELY POSTPONED. VOTE: YES-8, NO-0

Article 18 – Downey Property



MOTION: (Peter Hughes, Vice Chairman-Finance Committee) I move that this article be indefinitely postponed.

Duly seconded

ACTION: This article is indefinitely postponed.

SUPPLEMENTAL FUNDS FOR DRAINAGE WETLANDS PROJECTS

ARTICLE 19 To see if the Town will vote to raise and appropriate, borrow, and/or transfer a sufficient sum of money to supplement a Federal American Recovery and Reinvestment Act grant for various drainage and wetlands projects at Old Wharf Road, Deep Hole Road and Uncle Venies Road, Wychmere Harbor Town Pier and Saquatucket Harbor and Allen Harbor; and to act fully thereon. By request of the Harbormaster. Estimated Cost: \$120,000

The Harwich grants total \$680,000 with the Town responsible for 25% of the cost of \$170,000 were made available through the Federal American Recovery and Reinvestment Act. The Town's share will come from in-kind services provided by the Division of Highways and Maintenance, but supplemental funds will likely be required by the Town as Highway team may be drawn away from parts of this project as Allen Harbor Basin is being dredged 2011-2013.

THE FINANCE COMMITTEE HAS NO RECOMMENDATION PENDING FURTHER INFORMATION. VOTE: YES-8, NO-0.

MOTION: (Peter Hughes, Vice Chairman-Finance Committee) I move that this article be accepted and adopted and that \$120,000 be transferred from Free Cash for this purpose.

Duly seconded

ACTION: It was a unanimous vote, so declared.

REPLACE WIXON DOCK

ARTICLE 20 To see if the Town will vote to raise and appropriate, borrow, and/or transfer a sufficient sum of money to replace the Capt. Nathaniel Wixon Dock off Harbor Road, and to act fully thereon. By request of the Harbormaster. Estimated Cost: \$45,000.

THE FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED WITH \$45,000 FROM AVAILABLE FUNDS. VOTE: YES-7, NO-1.

MOTION: (Peter Hughes, Vice Chairman-Finance Committee) I move that this article be accepted and adopted and that \$45,000 be transferred from Free Cash for this purpose.

Duly seconded

ACTION: It is a vote.

REPLACE RESTROOM AT WYCHMERE HARBOR

ARTICLE 21 To see if the Town will vote to raise and appropriate, borrow and/or transfer a sufficient sum of money to replace the comfort Station at Wychmere Harbor and to apply for and accept any State, Federal or private grant monies available for this purpose, and to act fully thereon. By request of the Harbormaster. Estimated Cost: \$50,000.

FINANCE COMMITTEE RECOMMENDS THAT THIS ARTICLE BE INDEFINITELY POSTPONED. VOTE: YES-8, NO-0

MOTION: (Peter Hughes, Vice Chairman-Finance Committee) I move that article be indefinitely postponed.

Duly seconded

ACTION: This article was indefinitely postponed.

ALLEN HARBOR FLOAT REPLACEMENT

ARTICLE 22 To see if the Town will vote to raise and appropriate, borrow, and/or transfer a sufficient sum of money to replace the floating dock, and to act fully thereon. By request of the Harbormaster. Estimated cost: \$45,000.

FINANCE COMMITTEE RECOMMENDS THAT THIS ARTICLE BE INDEFINITELY POSTPONED. VOTE: YES-8, NO-0

MOTION: (Peter Hughes, Vice Chairman-Finance Committee) I move that article be indefinitely postponed.

Duly seconded

ACTION: This article was indefinitely postponed.

CART PATH RENOVATIONS AT CRANBERRY VALLEY GOLF COURSE

ARTICLE 23 To see if the Town will vote to raise and appropriate or transfer from available funds a sufficient sum of money to start the first phase of cart path renovations at Cranberry Valley Golf Course, and to act fully thereon. By request of the Golf Committee and Golf Director. Estimated cost: \$50,000

This project, when completed, will result in a weather proof system and enhanced "safety" access for the golf course. New revenue will be generated by use of golf carts in poor weather conditions.

FINANCE COMMITTEE RECOMMENDS THAT THIS ARTICLE BE INDEFINITELY POSTPONED, NOT A CRITICAL TOWN UNDERTAKING. VOTE: YES-7, NO-1

MOTION: (Angelo LaMantia, Chairman, Board of Selectman) I move that this article be accepted and adopted and that \$50,000 be transferred from Free Cash for this purpose.

Duly seconded

ACTION: This motion did not carry.

**PROVIDE ADDITIONAL FUNDING FOR COMPLETION OF THE TOWN'S
COMPREHENSIVE WASTEWATER MANAGEMENT PLAN**

ARTICLE 24 To see if the Town will vote to raise and appropriate, borrow or transfer from available funds a sufficient sum of money for the completion of the Town's CWMP, and to act fully thereon. By request of the Water Quality Task Force. Estimated cost: \$ 200,000

FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED IN THE AMOUNT OF \$100,000 TO BE FUNDED FROM FREE CASH TO PROVIDE ON-GOING ENGINEERING TO RESTORE THE HEALTH OF TOWN ESTUARIES. VOTE: YES-6, NO-2

MOTION: (Larry Ballantine – Selectman) I move that this article be accepted and adopted and the sum of \$100,000 be raised and appropriated for this purpose; however, that the appropriation authorized by this vote shall not take effect until the Town votes to exempt from the limitation on total taxes imposed by G.L. c.59, §21C (Proposition 2 ½) the amount required to pay for the capital outlay expenditure authorized by this vote in Fiscal Year 2012.

Duly seconded

ACTION: The motion carried.

FUND SCHOOL BUILDING MAINTENANCE

ARTICLE 25 To see if the Town will vote to raise and appropriate and/or transfer from available funds a sufficient sum of money to fund building maintenance at the Elementary, Middle and High Schools; said funds to be utilized to accomplish the extraordinary maintenance goals set forth by the school administration in its 5-year maintenance plan, and to act fully thereon. By request of the School Committee. Estimated cost: \$88,242.

FINANCE COMMITTEE RECOMMENDS THAT THIS ARTICLE BE INDEFINITELY POSTPONED. VOTE: YES-8, NO-0.

MOTION: (Peter Hughes, Vice Chairman-Finance Committee) I move that article be indefinitely postponed.

Duly seconded

ACTION: This article was indefinitely postponed.

RESERVE FOR FUTURE APPROPRIATION AMOUNTS FROM FY 2011 COMMUNITY PRESERVATION FUND ESTIMATED ANNUAL REVENUES ARTICLE 26 To see if the Town will vote to reserve for future appropriations amounts from the FY 2012 Community Preservation Fund estimated annual revenues as recommended by the Community Preservation Committee as follows:

- A sum of money for the acquisition, creation and preservation of open space excluding land for recreation;
- A sum of money for the acquisition, preservation, restoration and rehabilitation of historic resources;
- A sum of money for the acquisition, creation, preservation and support of community housing; and
- A sum of money for the Community Preservation Fund FY 2010 Budgeted reserve; and to act fully thereon.

By request of the Community Preservation Committee.

FINANCE COMMITTEE HAS NO RECOMMENDATION PENDING FURTHER INFORMATION. VOTE: YES-9, NO-0.

MOTION: (Peter Hughes, Vice Chairman-Finance Committee) I move that the Town transfer from FY 12 estimated revenue CPA Fund the sum of \$62,226 for the Historic Reserve Fund and \$137,226 for the Community Housing Reserve Fund.

Duly seconded

Jack Brown, Chairman – Community Preservation Committee gave the report of the Committee as follows:

C PC Votes on Recommended May, 2011 CPA Articles:

At a meeting held on 6 January, 2011, the CPC voted in favor of recommending the below ATM articles #26 through #34.

ACTION: The motion carried unanimously.

PRESERVE AND RESTORE HISTORIC STAINED GLASS WINDOWS AT THE FIRST CONGREGATIONAL CHURCH ARTICLE 27 To see if the Town will vote to transfer from Community Preservation funds (Historic Reserve) a sum of money to provide a grant for the restoration, preservation, and replacement as necessary, using historically appropriate materials, of three historically and culturally significant stained glass windows in the First Congregational Church in Harwich Center, and to act fully thereon. Any funds left unspent from this Article are to be returned to the Community Preservation Act funds-Historic Reserves. By request of the Community Preservation Committee and the Board of Trustees of The First Congregational Church. Estimated Cost: \$34,000

FINANCE COMMITTEE RECOMMENDS THAT THIS ARTICLE BE INDEFINITELY POSTPONED. VOTE: YES-9, NO-0.

MOTION: (Edward McManus - Selectman) I move that this article be accepted and adopted and the sum of \$34,000 be transferred from the Community Preservation Fund (Historic), undesignated fund balance, for this purpose and further to authorize the Board of Selectmen to enter into a grant agreement detailing the terms under which the funds may be expended and to authorize the Board of Selectmen to accept an historic preservation restriction on the property.

Duly seconded

Jack Brown, Chairman – Community Preservation Committee gave the report of the Committee as follows:

C PC Votes on Recommended May, 2011 CPA Articles:

At a meeting held on 6 January, 2011, the CPC voted in favor of recommending the below ATM articles #26 through #34.

ACTION: The motion carries.

**PRESERVE AND RESTORE HISTORIC HARWICH
OUTBUILDINGS: POWDER HOUSE AND outhouse**

ARTICLE 28 To see if the Town will vote to transfer from Community Preservation funds (Historic Reserve) a sum of money to provide a grant for the restoration, preservation, and replacement as necessary, using historically appropriate materials, of two historically and architecturally significant outbuildings located on the grounds of the Brooks Academy: the Revolutionary War-era Powder house and the mid-1850s outhouse given to the Harwich Historical Society by the Crosby Monument Co., and to act fully thereon. Any funds left unspent from this Article are to be returned to the Community Preservation Act funds-Historic Reserves. By request of the Community Preservation Committee and the Harwich Historical Society. Estimated Cost: \$10,000

FINANCE COMMITTEE RECOMMENDS THAT THIS ARTICLE BE INDEFINITELY POSTPONED. VOTE: YES-8, NO-0.

MOTION: (Edward McManus - Selectman) I move that this article be accepted and adopted and the sum of \$10,000 be transferred from the Community Preservation Fund (Historic), undesignated fund balance, to the Harwich Historical Society for this purpose and further to authorize the Board of Selectmen to enter into a grant agreement detailing the terms under which the funds may be expended and to authorize the Board of Selectmen to accept an historic preservation restriction on the property.

Duly seconded

Jack Brown, Chairman – Community Preservation Committee gave the report of the Committee as follows:

C PC Votes on Recommended May, 2011 CPA Articles:

At a meeting held on 6 January, 2011, the CPC voted in favor of recommending the below ATM articles #26 through #34.

ACTION: It was so voted.

PRESERVE AND RESTORE THE HISTORIC HARWICH PORT LIBRARY
ARTICLE 29 To see if the Town will vote to transfer from Community Preservation funds (Historic Reserve) a sum of money to provide a grant to Harwich Port Library for the restoration, of the building foundation, in order to preserve the building's physical integrity, of the historically and culturally significant 1920s-era Library, and preserve and replace as necessary the foundations' exterior brick , using historically appropriate materials, and to act fully thereon. Any funds left unspent from this Article are to be returned to the Community Preservation Act funds-Historic Reserves. By request of the Community Preservation Committee and the Harwich Port Library Board of Trustees. Estimated Cost: \$22,000

FINANCE COMMITTEE RECOMMENDS THAT THIS ARTICLE BE INDEFINITELY POSTPONED. VOTE: YES-7, NO-1.

MOTION: (Edward McManus - Selectman) I move that this article be accepted and adopted and the sum of \$22,000 be transferred from the Community Preservation Fund (Historic), undesignated fund balance, to the Harwich Port Library Board of Trustees for this purpose and further to authorize the Board of Selectmen to enter into a grant agreement detailing the terms under which the funds may be expended and to authorize the Board of Selectmen to accept an historic preservation restriction on the property.

Duly seconded

Jack Brown, Chairman – Community Preservation Committee gave the report of the Committee as follows:

C PC Votes on Recommended May, 2011 CPA Articles:

At a meeting held on 6 January, 2011, the CPC voted in favor of recommending the below ATM articles #26 through #34.

ACTION: It is a vote.

PRESERVE AND RESTORE THE HISTORIC CHASE LIBRARY
ARTICLE 30 To see if the Town will vote to transfer from Community Preservation funds (Historic Reserve) a sum of money to provide a grant to Chase Library for the purchase and installation of certified historically storm windows, and the restoration, preservation, and replacement, as necessary of

two small windows under the eaves, in order to preserve the building's physical integrity and the historical assets contained inside, of the historically and culturally significant Chase Library, and to act fully thereon. Any funds left unspent from this Article are to be returned to the Community Preservation Act funds-Historic Reserves. By request of the Community Preservation Committee and the Chase Library Board of Trustees. Estimated Cost: \$9,000

FINANCE COMMITTEE RECOMMENDS THAT THIS ARTICLE BE INDEFINITELY POSTPONED. VOTE: YES-8, NO-1.

MOTION: (Edward McManus - Selectman) I move that this article be accepted and adopted and the sum of \$9,000 be transferred from the Community Preservation Fund (Historic), undesignated fund balance, to the Chase Library Board of Trustees for this purpose and further to authorize the Board of Selectmen to enter into a grant agreement detailing the terms under which the funds may be expended and to authorize the Board of Selectmen to accept an historic preservation restriction on the property.

Duly seconded

Jack Brown, Chairman – Community Preservation Committee gave the report of the Committee as follows:

C PC Votes on Recommended May, 2011 CPA Articles:

At a meeting held on 6 January, 2011, the CPC voted in favor of recommending the below ATM articles #26 through #34.

ACTION: This motion carried.

FUND PURCHASE OF LAND FOR OPEN SPACE PURPOSES

ARTICLE 31 To see if the Town will vote to authorize the Board of Selectmen to acquire by purchase, gift, or take by eminent domain for open space purposes under the provisions of Massachusetts General Law (MGL), Ch. 40, §8C, land situated in the Town of Harwich, Massachusetts, consisting of 2.60 acres, more or less, together with a right of way over Island Pond Trail in Harwich, Massachusetts together with all rights and easements and subject to rights and easements of record, which is identified on Assessor's Map 49, Lot _____. The parcel is described in a deed recorded on _____ in Book _____, Page _____ and, further, to appropriate a sum of money from the Community Preservation Act Open Space Reserve and from the estimated annual revenues of the Community Preservation Fund Budgeted Reserve, or any other sum, for said acquisition, appraisals, and closing costs, including all expenses incidental and related thereto, receipts pursuant to the provisions of ch.149, §298 of the Acts of 2004, as amended by Ch. 352, §§129-133 of the Acts of 2004, the so-called Community Preservation Act; to authorize the Board of Selectmen and the Conservation Commission to apply for, accept

and expend any funds which may be provided by the Commonwealth or other public sources to defray a portion or all of the costs of acquiring this property, including but not limited to funding under the Self-Help Act, General Laws, ch.132A, §11, and/or the Federal Land & Water Conservation Fund, P.L. 88-568, 78 Stat 897, provided that any such funds so received shall be returned upon receipt to the Community Preservation Act Funds-Open Space Reserve; to authorize the Board of Selectmen to grant to the Trustees of the Harwich Conservation Trust, for no consideration, a perpetual Conservation Restriction, pursuant to the provisions of General Laws, ch.184, §31 through 33, allowing the aforementioned uses, to be recorded at the time of closing or within a reasonable amount of time thereafter; to authorize the Conservation Commission to assume the care, custody, control and management of the property; and to authorize the Board of Selectmen and Conservation Commission to enter into all agreements and execute any and all instruments as may be necessary on behalf of the municipality to effect this purchase and to obtain reimbursement funding which is to be returned to the Community Preservation Act Funds-Reserve; or to take any other action relative thereto. In the event that part or all of the CPA funds appropriated under this Article are not needed to complete this land purchase, those remaining CPA funds shall be promptly returned to the Community Preservation Act Funds-Open Space Reserve. Further, in the event that this purchase does not occur, for any reason, the CPA funds appropriated under this Article shall be promptly returned to the Community Preservation Act Funds-Open Space Reserve; and to act fully thereon. By request of the Community Preservation Committee and the Real Estate and Open Space Committee. Estimated Cost: \$

**THE FINANCE COMMITTEE MAKES NO RECOMMENDATION
PENDING FURTHER VOTE: YES-9, NO-0.**

MOTION: (Paul Widegren, Chairman – Real Estate and Open Space) I move that this article be accepted and adopted to acquire a parcel of land described as Assessors Map 49, parcel A-8, Book 7766, page 43 and the sum of \$360,000 be transferred from the CPC Fund, (Open Space), undesignated fund balance, for this purpose.

Duly seconded

Jack Brown, Chairman – Community Preservation Committee gave the report of the Committee as follows:

C PC Votes on Recommended May, 2011 CPA Articles:

At a meeting held on 6 January, 2011, the CPC voted in favor of recommending the below ATM articles #26 through #34.

A motion was made and seconded to terminate debate, this vote required a ¾ majority vote to pass, motion carried.

ACTION: This required a 2/3 majority vote to pass, a standing count was taken YES 94 NO 69, the motion failed.

**MULTI-PURPOSE BIKING/PEDESTRIAN PATH BETWEEN
HARWICH CENTER AND HARWICH PORT – PHASE 1**

ARTICLE 32 To see if the Town will vote to transfer from Community Preservation funds (Budgeted Reserve) a sum of money to conduct a feasibility analysis of two potential biking and pedestrian path routes (Bank Street and Forest Street) between Harwich Center and Harwich Port. Any funds left unspent from this Article are to be returned to the Community Preservation Act funds-Budgeted Reserve. This is Phase one of a predicted two-phase project. By request of the Community Preservation Committee, the Bikeways Committee, and the Planning Dept. Estimated Cost: \$23,000

**THE FINANCE COMMITTEE RECOMMENDS THAT THIS ARTICLE
BE ACCEPTED AND ADOPTED. VOTE: YES-8, NO-1**

MOTION: (Peter Hughes, Vice Chairman-Finance Committee) I move that this article be accepted and adopted and the sum of \$23,000 be transferred from the CPC Fund, (Open Space/Recreation), undesignated fund balance, for this purpose.

Duly seconded

Jack Brown, Chairman – Community Preservation Committee gave the report of the committee as follows:

C PC Votes on Recommended May, 2011 CPA Articles:

At a meeting held on 6 January, 2011, the CPC voted in favor of recommending the below ATM articles #26 through #34.

ACTION: This motion carried, unanimously.

BROOKS PARK EXPANSION PLAN – PHASE I: DESIGN

ARTICLE 33 To see if the Town will vote to transfer from Community Preservation funds (Budgeted Reserve) a sum of money to fund the design and layout of increased recreational assets in the northeast portion of Brooks Park, and to act fully thereon. Any funds left unspent from this Article are to be returned to the Community Preservation Act funds-Budgeted Reserve. This is Phase one of a predicted two-phase project. By request of the Community Preservation Committee, the Recreation and Youth Commission, and the Recreation Dept.

Estimated Cost: \$10,000

THE FINANCE COMMITTEE RECOMMENDS THAT THIS ARTICLE BE INDEFINITELY POSTPONED. WE DID NOT HEAR FROM THE CPC BY THE PRINT DEADLINE. VOTE: YES-9, NO-0.

MOTION: (Edward McManus - Selectman) I move that this article be accepted and adopted and the sum of \$10,000 be transferred from the CPC Fund, (Open Space/Recreation), undesignated fund balance, for this purpose.

Duly seconded

: This is just a reminder that, based on the research of town records, this appropriation cannot be spent until the legislature amends the CPA to allow CPA funds to be expended for recreational facilities on land that was not acquired with CPA funds.

Jack Brown, Chairman – Community Preservation Committee gave the report of the committee as follows:

C PC Votes on Recommended May, 2011 CPA Articles:

At a meeting held on 6 January, 2011, the CPC voted in favor of recommending the below ATM articles #26 through #34.

ACTION: The motion carried

FUND ADMINISTRATIVE COSTS OF THE
COMMUNITY PRESERVATION COMMITTEE

ARTICLE 34 To see if the Town will vote to transfer from Community Preservation funds (Administration) a sum of money for administrative costs, and to act fully thereon. By request of the Community Preservation Committee. Estimated Cost: \$25,000

THE FINANCE COMMITTEE RECOMMENDS THAT THIS ARTICLE BE ACCEPTED AND ADOPTED. VOTE: YES-8, NO-0.

MOTION: (Peter Hughes, Vice Chairman-Finance Committee) I move that this article be accepted and adopted and the sum of \$25,000 be transferred from the C PC undesignated fund balance, for this purpose.

Duly seconded

Jack Brown, Chairman – Community Preservation Committee gave the report of the committee as follows:

C PC Votes on Recommended May, 2011 CPA Articles:

At a meeting held on 6 January, 2011, the CPC voted in favor of recommending the below ATM articles #26 through #34.

ACTION: It was a unanimous vote, so declared.

FUND BUILDING MAINTENANCE MANAGER POSITION

ARTICLE 35 To see if the Town will vote to raise and appropriate or transfer from available funds a sufficient sum of money to fund the hiring of a Building Maintenance Manager; provided however that this vote shall not take effect until the Town, at a regular or special election, votes pursuant to General Laws, Chapter 59, Section 21C (g), to exempt the amounts herein appropriated from the limitations imposed on the total amount of taxes to be raised for FY 2012 by the provisions of General Laws, Chapter 59, Section 21C (Proposition 2 ½), and to act fully thereon. By request of the Board of Selectmen. Estimated Cost: \$82,499.

FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED IN THE AMOUNT OF \$82,499 TO BE FUNDED FROM THE TAX LEVY TO CONSOLIDATE AND PROTECT THE TOWN ASSETS. VOTE: YES-6, NO-3.

MOTION: (Linda Cebula – Selectman) I move that this article be accepted and adopted and the sum of \$82,499 be raised and appropriated for this purpose; but this vote shall not take effect until the Town, at a regular, or special election, votes pursuant to General Law Chapter 59, Section 21C (g), to exempt the amounts herein appropriated from the limitations imposed upon the total amount of taxes to be raised for FY 2012 by the provisions of General Law, Chapter 59, Section 21C, Proposition 21/2 so called, for this purpose.

Duly seconded

ACTION: The motion carried.

At 11:10pm on Monday May 2, 2011 a motion was made and seconded to adjourn until Tuesday, May 3, 2011 at 7:00pm.

On Tuesday, May 3, 2011, the Moderator, Michael D. Ford, Esq. called the Annual Town Meeting to order at 7:00pm after a quorum of 150 voters had been reached, having 319 registered voters in attendance, and the Annual Town Meeting was opened and began with:

TOWN HALL PARKING LOT SAFETY IMPROVEMENTS

ARTICLE 36 To see if the Town will vote to raise and appropriate, borrow or transfer from available funds a sufficient sum of money to make safety improvements to the parking lot at Town Hall, and to act fully thereon. By request of the Board of Selectmen.
Estimated Cost: \$ _____.

FINANCE COMMITTEE RECOMMENDS THAT THIS ARTICLE BE INDEFINITELY POSTPONED. VOTE: YES-7, NO-1.

MOTION: (Peter Hughes, Vice Chairman-Finance Committee) I move that this article be indefinitely postponed.

Duly seconded

ACTION: The article is indefinitely postponed.

FUND REPAIRS FOR BROOKS LIBRARY HVAC SYSTEM

ARTICLE 37 To see if the Town will vote to raise and appropriate, transfer from available funds or borrow a sufficient sum of money to fund repairs for the HVAC system for the Brooks Free Library and to act fully thereon. By request of the Brooks Free Library Board of Trustees. Estimated Cost: \$6,100

FINANCE COMMITTEE RECOMMENDS THAT THIS ARTICLE BE INDEFINITELY POSTPONED. THE LIBRARY CONFIRMS AN ALTERNATE SOURCE OF FUNDING WAS OBTAINED VOTE: YES-8, NO-0.

MOTION: (Peter Hughes, Vice Chairman-Finance Committee) I move that this article be indefinitely postponed.

Duly seconded

ACTION: The article is indefinitely postponed.

FUND REPAIR OF LIGHTING SYSTEM FOR BROOKS FREE LIBRARY

ARTICLE 38 To see if the Town will vote to raise and appropriate, transfer from available funds or borrow a sufficient sum of money to fund repairs for the lighting system for the Brooks Free Library and to act fully thereon. By request of the Brooks Free Library Board of Trustees. Estimated Cost: \$_____

THE FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED FROM AVAILABLE FUNDS. THESE REPAIRS AND IMPROVEMENTS ARE NEEDED TO MAKE THE LIBRARY MORE EFFICIENT AND USER FRIENDLY. VOTE: YES-8, NO-1.

MOTION: (Peter Hughes, Vice Chairman-Finance Committee) I move that this article be accepted and adopted and that \$60,000 be transferred from Free Cash for this purpose

Duly seconded

ACTION: It is a vote.

FUND MODIFICATION OF PARKING LOTS AND ADDITION OF
PARKING LOT LIGHTING AT BROOKS FREE LIBRARY

ARTICLE 39 To see if the Town will vote to raise and appropriate, transfer from available funds or borrow a sufficient sum of money to fund modification of the parking lots and addition of parking lot lighting at the Brooks Free Library and to act fully thereon. By request of the Brooks Free Library Board of Trustees. Estimated Cost: \$_____

FINANCE COMMITTEE RECOMMENDS THAT THIS ARTICLE BE ACCEPTED AND ADOPTED. VOTE: YES-7, NO-2.

MOTION: (Peter Hughes, Vice Chairman-Finance Committee) I move that this article be accepted and adopted and that \$29,000 be transferred from Free Cash for this purpose

Duly seconded

ACTION: It is a vote.

FUND DIAGNOSTIC FEASIBILITY STUDY OF
HINCKLEY/SEYMOUR PONDS

ARTICLE 40 To see if the Town will vote to raise and appropriate, borrow and/or transfer from available funds a sufficient amount of money to fund a diagnostic feasibility study of Hinckley and Seymour ponds and to authorize the Selectmen to enter into an inter-municipal agreement with the Town of Brewster to share the cost of such study and to act fully thereon. By request of the Water Quality Task Force. Estimated cost: \$ 30,000.

FINANCE COMMITTEE HAS NO RECOMMENDATION PENDING FURTHER INFORMATION. VOTE: YES-9, NO-0.

MOTION: (Peter Hughes, Vice Chairman-Finance Committee) I move that this article be accepted and adopted and that \$30,000 be transferred from Free Cash for this purpose

Duly seconded

ACTION: It was a unanimous vote, so declared.

HOME RULE CHARTER AMENDMENTS –
REGIONAL SCHOOL DISTRICT

ARTICLE 41 To see if the Town will vote to request special legislation to amend the Charter of the Town of Harwich to address the composition and election of the Chatham and Harwich Regional School District Committee and address related matters, as set forth below; provided, however, that the General Court may make clerical or editorial changes of form only to the bill, unless the Board approves amendments to the bill before enactment by the

General Court, and to authorize the Board of Selectmen to approve amendments which shall be within the scope of the general public objectives of this petition; and to act fully thereon.

An Act Relative to the Charter of the Town of Harwich and the Election of Members of the Chatham and Harwich Regional School District Committee

Section 1. Notwithstanding the provisions of chapter 43B of the general laws, or of any other general or special law to the contrary, the Charter of the town of Harwich is hereby amended by deleting in section 6-1-1 the words:- a school committee. Said section is further amended by inserting in place thereof the following:- 6-1-1 Four members of the Chatham and Harwich Regional School District Committee shall be elected for such terms, and in such manner, as is provided in the Regional School District Agreement. Such Committee shall have the powers and duties as set forth therein and under applicable general laws.

Section 2. Notwithstanding the provisions of section 1 of this act, the town of Harwich shall elect at the 2011 annual town election, two members of the Chatham and Harwich Regional School District Committee for three-year terms, one member for a two-year term, and one member for a one-year term, which members shall have such authority as set forth in the Chatham and Harwich Regional School District Agreement. The town of Harwich shall elect at the 2012 Annual Town Election one member of the Chatham and Harwich Regional School District Committee for a three-year term.

Section 3. On July 1, 2012, the school committee of the town of Harwich, created by sections 6-1-1 and 6-5-1 through 6-5-3 of the Charter of the town of Harwich, shall be abolished and the terms of the elected incumbents shall thereupon be terminated.

Section 4. Section 1 of this act shall take effect on July 1, 2012.

Section 5. The remainder of this act shall take effect upon passage, and, should this act be enacted subsequent to the 2011 annual town election in the town of Harwich, the election of such regional school district committee members as is authorized herein, and all actions taken as a result thereof, shall be ratified, validated and confirmed as if this act was in effect prior thereto.

THE FINANCE COMMITTEE RECOMMENDS THAT THIS ARTICLE BE ACCEPTED AND ADOPTED. VOTE: YES-9, NO-0.

MOTION: (Peter Hughes, Vice Chairman-Finance Committee) I move that the Town request special legislation to amend the Charter of the Town of Harwich as follows; provided, however, that the General Court may make clerical or editorial changes of form only to the bill, unless the Board approves amendments to the bill before enactment by the General Court, and to authorize the Board of Selectmen to approve amendments which shall be within the scope of the general public objectives of this petition:

An Act Relative to the Charter of the Town of Harwich and the Election of Members of the Monomoy Regional School District Committee

Section 1. Notwithstanding the provisions of chapter 43B of the general laws, or of any other general or special law to the contrary, the charter of the town of Harwich is hereby amended by deleting in section 6-1-1 the words "a school committee" and inserting in place thereof the words:- members of the Monomoy Regional School District Committee. Said charter is hereby further amended by deleting Section 6-5-1 through Section 6-5-3 and inserting in place thereof the following: - 6-5-1 Four members of the Monomoy Regional School District Committee shall be elected for such terms, and in such manner, as is provided in the regional school district agreement. Such committee shall have the powers and duties as set forth therein and under applicable general laws.

Section 2. Notwithstanding the provisions of section 1 of this act, the town of Harwich shall elect at the 2011 annual town election, two members of the Monomoy Regional School District Committee for three-year terms, one member for a two-year term, and one member for a one-year term, which members shall have such authority as set forth in the Monomoy Regional School District agreement. The town of Harwich shall elect at the 2012 annual town election one member of said Monomoy Regional School District Committee for a three-year term. At said 2012 annual town election, the office of local school committee member of the town of Harwich shall not appear on the ballot, and any incumbents holding the office of local school committee member shall serve until July 1, 2012 or their earlier resignation from office.

Section 3. On July 1, 2012, the school committee of the town of Harwich, created by sections 6-1-1 and 6-5-1 through 6-5-3 of the Charter of the town of Harwich, shall be abolished and the terms of the elected incumbents shall thereupon be terminated.

Section 4. Section 1 of this act shall take effect on July 1, 2012.

Section 5. The remainder of this act shall take effect upon passage, and, should this act be enacted subsequent to the 2011 annual town election in the town of Harwich, the election of such regional school district committee members as is authorized herein, and all actions taken as a result thereof, shall be ratified, validated and confirmed as if this act was in effect prior thereto

Duly seconded

ACTION: It was a unanimous vote, so declared.

DEMOLITION DELAY - PROPOSED BY-LAW CHANGE

ARTICLE 42 To see if the Town will vote to amend the General By-Law Chapter 131, Historic Preservation, Article II, Historically Significant Buildings, by amending §131-11, Determination of Significance; demolition delay as follows:

Delete the phrase “up to one hundred and eighty (180) days” and replacing it with the phrase “up to two years (2 years)” and modify the sentence by adding “and the ability to reduce or rescind the delay period if such alternatives are considered not feasible”

If after hearing the Commission determines that the building in question is historically significant and the proposed work would destroy or substantially diminish its historic value, it is empowered to impose a demolition delay of up to two (2) years from the date of said determination and may schedule additional hearings during any such delay period to allow development of alternatives to demolition and the ability to reduce or rescind the delay period if such alternatives are considered not feasible, and to act fully thereon. By request of the Historic District and Historical Commission.

THE FINANCE COMMITTEE RECOMMENDS THAT THIS ARTICLE BE INDEFINITELY POSTPONED. INCREASING THE TIME FROM 180 DAYS TO 2 YEARS IS UNREASONABLE AND DETRIMENTAL TO BUSINESS DEVELOPMENT. VOTE: YES-9, NO-0.

MOTION: (Angelo LaMantia, Chairman-Board of Selectmen) I move that this article be accepted and adopted as printed by changing “up to two years” to “up to one year”.

Duly seconded

ACTION: This motioned needed a simply majority to pass, the motion carried.

AMEND SECOND-HAND DEALERS AND COLLECTORS BY-LAW

ARTICLE 43 To see if the Town will vote to amend the Town By-Laws, Sections 164-1, entitled Second Hand Dealers and Collectors, by striking the current sections in their entirety and inserting the following:

1. If an individual, business, or company is in the business of buying:
 - a. Precious metals, including Gold, Silver, Copper, Platinum, or other metals valued for their character, rarity, beauty or quality,
 - b. Precious gems, including Diamonds, Rubies, Emeralds, Sapphires, Pearls or other precious stones valued for their character, rarity, beauty or quality,
 - c. Watches and jewelry, including rings, necklaces, pendants, earrings, brooches, chains and pocket watches, and coins,
 - d. Sterling Silver flatware, including knives, forks, spoons, candlesticks, coffee and tea sets and ornamental objects,
 - e. Electronic Equipment, including TV's, DVD players, VCR's computers, cell phones, video games, audio, video and photographic equipment,

the individual, business, or company must have a valid Second Hand Dealer and Collector License (Junk Dealer's License) issued by the licensing authority of the Town of Harwich in addition to any license or permit required by the Commonwealth of Massachusetts if any.

2. All Second Hand Dealers and Collectors shall keep detailed records of their purchases of the above listed items, including identification of the seller, and these records will be maintained on the licensed premises and will be made available for inspection by the Police Chief or his designee during regular business hours or at such other times as may be mutually agreed upon.
3. The Second Hand Dealer or Collector shall hold all items regulated by this by-law for seven days from the date of purchase.
4. If the Police Department has probable cause to believe that any items purchased by the Second Hand Dealer or Collector are stolen, the items will be confiscated by the Police Department. A receipt will be issued for the items confiscated.

5. Transient metals dealers/buyers must obtain a Second Hand Dealer and Collectors License in compliance with Section 1 of this By-law and register with the Harwich Police Department at least 14 days prior to any event soliciting the purchase within the Town of Harwich of any of the items outlined in this by-law.
 - a. This shall include, but not be limited to, home parties, hotel/motel venues and any other similar event.
 - b. All such purchases shall be subject to the same rules as Licensed Second Hand Dealers and Collectors (Junk Dealers) with the additional requirement that itemized documentation of all purchased items shall be submitted to the Harwich Police Department within 24 hours after the conclusion of the event.
 - c. Transient metals dealers/buyers are defined as any individual, business, or company that does not have a permanent facility within the Town of Harwich where purchase and sales records are held and available for inspection by the Harwich Police Department in compliance with this By-law.
6. Any violation of this by-law may be prosecuted as a criminal matter or in an administrative procedure. Whoever violates the provisions of this by-law shall be fined not more than \$300. The Licensing Authority may suspend or revoke any license issued by them whenever they have reasonable cause to believe the licensee has violated the terms, conditions or regulations pertaining to this license.

and to act fully thereon. By request of the Chief of Police.

THE FINANCE COMMITTEE RECOMMENDS THAT THIS ARTICLE BE ACCEPTED AND ADOPTED. THE FIRST AND ORIGINAL ARTICLE RELATIVE TO THIS BY-LAW WAS BROUGHT FORTH BY OUR POLICE DEPARTMENT FOR THE 2010 ANNUAL TOWN MEETING. THAT BY-LAW WAS ACCEPTED AND ADOPTED. THERE WERE SOME PRACTICAL ENFORCEMENT APPLICATIONS THAT BECAME EVIDENT DURING THE BALANCE OF 2010. THEREFORE, THE MERCHANTS / DEALERS/COLLECTORS AND THE POLICE DEPARTMENT HAVE BEEN ABLE TO RESOLVE THE ISSUES SURROUNDING THE ORIGINAL BY-LAW AND HAVE BROUGHT FORTH THIS AMENDED BY-LAW. VOTE: YES-9, NO-0.

MOTION: (Peter Hughes, Vice Chairman-Finance Committee) I move that this article be accepted and adopted.

Duly seconded

ACTION: It was a unanimous vote, so declared.

CREATE A COMMUNITY CENTER REVOLVING ACCOUNT

ARTICLE 44 To see if the Town will vote to establish a revolving account pursuant to M.G.L. ch.44, § 53 E ½, for the purpose of funding the Community Center weight room with monies generated from fees for weight room use, expenditures approved by the Community Center Director in an amount not to exceed \$70,000; and to act fully thereon. By request of the Community Center Facilities Committee.

FINANCE COMMITTEE RECOMMENDS THAT THIS ARTICLE BE INDEFINITELY POSTPONED. VOTE: YES-9, NO-0.

MOTION: (Peter Hughes, Vice Chairman-Finance Committee) I move that this article be accepted and adopted as printed except an amount not to exceed \$70,000 be changed to an amount not to exceed \$20,000.

Duly seconded

ACTION: It is a vote.

ANNUAL AUTHORIZATION FOR THE GOLF REVOLVING FUND

ARTICLE 45 To see if the Town will vote to establish a revolving fund, effective for Fiscal Year 2012, pursuant to the provisions of M.G.L. Chapter 44, Section 53E ½ for the purpose of funding capital and operating expenditures with monies generated from non-resident membership fees and pull cart receipts credited to the revolving fund, expenditures approved by the Director of Golf and the Golf Committee in an amount not to exceed \$125,000 in the ensuing fiscal year, and to act fully thereon. By request of the Golf Committee.

FINANCE COMMITTEE RECOMMENDS THAT THIS ARTICLE BE INDEFINITELY POSTPONED. THIS ARTICLE WAS SUBMITTED IN ERROR. VOTE: YES-8, NO-0.

MOTION: (Peter Hughes, Vice Chairman-Finance Committee) I move that this article be indefinitely postponed.

Duly seconded

ACTION: The article is indefinitely postponed.

CREATE NEW GOLF REVOLVING FUND

ARTICLE 46 To see if the Town will vote to establish a new revolving fund to be known as the "Golf Improvement Fund" at Cranberry Valley Golf Course pursuant to the provisions of Mass General Laws Chapter 44, § 53E ½ and to act fully thereon. By request of the Golf Committee and the Golf Director.

This fund will be financed by a new revenue stream of a "member resident" and "non resident member" assessment in the amount of \$30. The assessment will be subtracted from their respective membership fee.

FINANCE COMMITTEE RECOMMENDS THAT THIS ARTICLE BE INDEFINITELY POSTPONED. ALL REVENUES SHOULD BE CREDITED AGAINST OPERATING COST AND AS EXPRESSED BY GOLF COMMITTEE, REVENUES WILL BE REDUCED, NOT INCREASED. VOTE: YES-9, NO-0.

MOTION: (Clem Smith, Golf Committee) I move that this article be referred back to the Board of Selectmen for further study.

Duly seconded

ACTION: It was a unanimous vote, so declared.

ANNUAL AUTHORIZATION - RECREATION AND
YOUTH REVOLVING FUND

ARTICLE 47 To see if the Town will vote to establish a revolving account pursuant to M.G.L. Chapter 44, Section 53 E ½ for the purpose of funding recreation and youth programs with monies generated from fees for these programs, expenditures approved by the Recreation Director and Recreation and Youth Commission in an amount not to exceed \$70,000 in the ensuing fiscal year, and to act fully thereon. By request of the Recreation and Youth Commission.

THE FINANCE COMMITTEE RECOMMENDS THAT THIS ARTICLE BE ACCEPTED AND ADOPTED. VOTE: YES-9, NO-0.

MOTION: (Peter Hughes, Vice Chairman-Finance Committee) I move that this article be accepted and adopted.

Duly seconded

ACTION: It is a vote.

ANNUAL AUTHORIZATION FOR THE
COUNCIL ON AGING REVOLVING FUND

ARTICLE 48 To see if the Town will vote to establish a revolving fund pursuant to the provisions of M.G.L. Chapter 44, Section 53E ½ for the purpose of funding health, recreational, nutritional and educational programs with monies generated from fees for these programs, expenditures approved by the Director of the Council on Aging and Council on Aging Board in an amount not to exceed \$20,000 per year, and to act fully thereon: By request of the Council on Aging.

THE FINANCE COMMITTEE RECOMMENDS THAT THIS ARTICLE BE ACCEPTED AND ADOPTED. VOTE: YES-9, NO-0.

MOTION: (Peter Hughes, Vice Chairman-Finance Committee) I move that this article be accepted and adopted.

Duly seconded

ACTION: It is a vote.

AMEND THE PERSONNEL BY-LAW

ARTICLE 49 To see if the Town will vote to amend the Personnel by-Law, last amended in May 2010, by amending paragraph (b) in PART 8 VACATIONS to read:

(b) **Effective 7/1/10 and** thereafter, employees shall be granted vacation leave with full pay on July 1 of each year with an employee's first partial year of service before July 1 being considered a full year of service as follows:

- One (1) year – Eleven (11) working days.
- Two (2) years – Twelve (12) working days.
- Three (3) years – Thirteen (13) working days.
- Four (4) years – Fourteen (14) working days.
- **Five (5) years but less than ten (10) years – Seventeen (17) working days.**
- **Ten (10) years but less than eighteen (18) years – Twenty-two (22) working days.**
- Eighteen (18) years – Twenty-three (23) working days
- Nineteen (19) years – Twenty-four (24) working days
- **Twenty (20) years but less than Twenty-five (25) years – Twenty-Five (25) working days.**
- **Twenty-Five (25) years but less than Thirty (30) years – One (1) additional vacation day for each year of service.**

and to act fully thereon. By request of the Board of Selectmen. Estimated cost: \$0.

The Personnel By-Law covers six employees of the Town, who due to the supervisory or confidential nature of their positions are not represented by any employee bargaining unit.

THE FINANCE COMMITTEE RECOMMENDS THAT THIS ARTICLE BE ACCEPTED AND ADOPTED. VOTE: YES-9, NO-0.

MOTION: (Peter Hughes, Vice Chairman-Finance Committee) I move that this article be accepted and adopted.

Duly seconded

ACTION: The motion carried.

FUND NEGOTIATED CONTRACT – FIRE FIGHTERS

ARTICLE 50 To see if the Town will vote to raise and appropriate or transfer from available funds a sufficient sum of money to be added to the FY 2012 Fire Department budget to implement the new contractual agreement between Harwich Permanent Fire Fighters, Local 2124, International Association of Fire Fighters and the Town of Harwich, and to act fully thereon. By request of the Board of Selectmen.

FINANCE COMMITTEE HAS NO RECOMMENDATION PENDING FURTHER INFORMATION DUE TO THE FACT THAT NEGOTIATIONS ARE ON-GOING. VOTE: YES-9, NO-0.

MOTION: (Peter Hughes, Vice Chairman-Finance Committee) I move that this article be indefinitely postponed.

Duly seconded

ACTION: The article is indefinitely postponed.

FUND NEGOTIATED CONTRACT – WATER DEPARTMENT

ARTICLE 51 To see if the Town will vote to raise and appropriate or transfer from available funds a sufficient sum of money to be added to the FY 2012 Water Department budget to implement the new contractual agreement between the International Association of Machinists and Aerospace Workers, Local Lodge 264 of District 38, A.F.L.-C.I.O. and the Town of Harwich, and to act fully thereon. By request of the Board of Selectmen.

FINANCE COMMITTEE HAS NO RECOMMENDATION PENDING FURTHER INFORMATION. VOTE: YES-9, NO-0.

MOTION: (Peter Hughes, Vice Chairman-Finance Committee) I move that this article be indefinitely postponed.

Duly seconded

ACTION: The article is indefinitely postponed.

FUND NEGOTIATED CONTRACT – HIGHWAYS & MAINTENANCE

ARTICLE 52 To see if the Town will vote to raise and appropriate or transfer from available funds a sufficient sum of money to be added to the FY 2012 Division of Highways & Maintenance budget to implement the new contractual agreement between the Highways & Maintenance Employees Association and the Town of Harwich, and to act fully thereon. By request of the Board of Selectmen.

FINANCE COMMITTEE HAS NO RECOMMENDATION PENDING FURTHER INFORMATION. VOTE: YES-9, NO-0.

MOTION: (Peter Hughes, Vice Chairman-Finance Committee) I move that this article be indefinitely postponed.

Duly seconded

ACTION: The article is indefinitely postponed.

**FUND NEGOTIATED CONTRACT –
HARWICH EMPLOYEES ASSOCIATION**

ARTICLE 53 To see if the Town will vote to raise and appropriate or transfer from available funds a sufficient sum of money to be added to the FY 2012 budget to implement the new contractual agreement between the Harwich Employees Association and the Town of Harwich, and to act fully thereon. By request of the Board of Selectmen.

FINANCE COMMITTEE HAS NO RECOMMENDATION PENDING FURTHER INFORMATION. VOTE: YES-9, NO-0.

MOTION: (Peter Hughes, Vice Chairman-Finance Committee) I move that this article be indefinitely postponed.

Duly seconded

ACTION: The article is indefinitely postponed.

FUND NEGOTIATED CONTRACT – POLICE FEDERATION

ARTICLE 54 To see if the Town will vote to raise and appropriate or transfer from available funds a sufficient sum of money to be added to the FY 2012 Police Department budget to implement the new contractual agreement between Harwich Police Federation and the Town of Harwich, and to act fully thereon. By request of the Board of Selectmen.

FINANCE COMMITTEE HAS NO RECOMMENDATION PENDING FURTHER INFORMATION. VOTE: YES-9, NO-0.

MOTION: (Peter Hughes, Vice Chairman-Finance Committee) I move that this article be indefinitely postponed.

Duly seconded

ACTION: The article is indefinitely postponed.

FUND NEGOTIATED CONTRACT – SUPERIOR OFFICERS

ARTICLE 55 To see if the Town will vote to raise and appropriate or transfer from available funds a sufficient sum of money to be added to the FY 2012 Police Department budget to implement the new contractual agreement between Harwich Superior Officers and the Town of Harwich, and to act fully thereon. By request of the Board of Selectmen.

FINANCE COMMITTEE HAS NO RECOMMENDATION PENDING FURTHER INFORMATION. VOTE: YES-9, NO-0.

MOTION: (Peter Hughes, Vice Chairman-Finance Committee) I move that this article be indefinitely postponed.

Duly seconded

ACTION: The article is indefinitely postponed.

FUND NEGOTIATED CONTRACT – S.E.I.U. LOCAL 888

ARTICLE 56 To see if the Town will vote to raise and appropriate or transfer from available funds a sufficient sum of money to be added to the FY 2012 Town budget to implement the new contractual agreement between Harwich Manager's Union (S.E.I.U.), and to act fully thereon. By request of the Board of Selectmen. Estimated cost: \$_____.

FINANCE COMMITTEE HAS NO RECOMMENDATION PENDING FURTHER INFORMATION. VOTE: YES-9, NO-0.

MOTION: (Peter Hughes, Vice Chairman-Finance Committee) I move that this article be indefinitely postponed.

Duly seconded

ACTION: The article is indefinitely postponed.

FUND NON-UNION COMPENSATION PLAN

ARTICLE 57 To see if the Town will vote to raise and appropriate or transfer from available funds a sufficient sum of money to the FY 2012 Town budget to amend the Personnel By-law Compensation Plan for FY 2012 and to act fully thereon. By request of the Board of Selectmen. Estimated cost: \$_____.

FINANCE COMMITTEE HAS NO RECOMMENDATION PENDING FURTHER INFORMATION. VOTE: YES-9, NO-0.

MOTION: (Peter Hughes, Vice Chairman-Finance Committee) I move that this article be indefinitely postponed.

Duly seconded

ACTION: The article is indefinitely postponed.

FUND CONTRACT EMPLOYEE'S COMPENSATION SCHEDULE

ARTICLE 58 To see if the Town will vote to raise and appropriated or transfer from available funds a sufficient sum of money to be added to the FY 2012 Town budget to amend the Contract Employee's compensation schedule, and to act fully thereon. By request of the Board of Selectmen. Estimated cost: \$_____.

FINANCE COMMITTEE HAS NO RECOMMENDATION PENDING FURTHER INFORMATION. VOTE: YES-9, NO-0.

MOTION: (Peter Hughes, Vice Chairman-Finance Committee) I move that this article be indefinitely postponed.

Duly seconded

ACTION: The article is indefinitely postponed.

SALE OF LAND – 172/178 QUEEN ANNE ROAD

ARTICLE 59 To see if the Town will vote to transfer the care, custody, control, and management of the following described parcels to the Board of Selectmen to be held for the purpose of sale or lease, and to authorize the Board of Selectmen to sell or lease said parcels of land owned by the Town upon such terms and conditions as the Board deems to be in the best interest of the Town, and to authorize the Board to enter into any agreements in connection with the above purpose, and to act fully thereon. The specific parcels are as follows:

<u>Address</u>	<u>Assessor's Map</u>	<u>Parcel</u>	<u>Acreage</u>
172 Queen Anne Road	58	K1-3	.68 acres
178 Queen Anne Road	58	K1-4	.79 acres

By Request of the Board of Selectmen

THE FINANCE COMMITTEE RECOMMENDS THAT THIS ARTICLE BE ACCEPTED AND ADOPTED. VOTE: YES-9, NO-0.

MOTION: (Peter Hughes, Vice Chairman-Finance Committee) I move that this article be accepted and adopted.

Duly seconded

ACTION: This article required a 2/3 majority vote to pass, this motion did not carry.



MEMORIAL TREE AND LANDSCAPING FUND
FOR EVERGREEN CEMETERY

ARTICLE 60 To see if the Town will vote to raise and appropriate the sum of ten thousand dollars (\$10,000) for the Memorial Tree and Landscape Fund, a program to plant trees and shrubs along with appropriate landscaping at Evergreen Cemetery within the existing and newly expanded sections in East Harwich, and to act fully thereon. By request of the Cemetery Commission. Estimated cost: \$10,000.

THE FINANCE COMMITTEE RECOMMENDS THAT THIS ARTICLE BE ACCEPTED AND ADOPTED. VOTE: YES-7, NO-2.

MOTION: (Peter Hughes, Vice Chairman-Finance Committee) I move that this article be accepted and adopted and that \$10,000 be transferred from Free Cash for this purpose.

Duly seconded

ACTION: It is a vote.

AUTHORIZE SOUTH HARWICH CEMETERY LAND SWAP

ARTICLE 61 To see if the Town will instruct the Board of Selectmen and the Cemetery Commissioners and authorize a swap of comparable portions of abutting land parcels each totaling .09 acres (4123 sq ft) adjacent to and within the South Harwich Cemetery property on Chatham Road, South Harwich (Parcel N2-5 on Assessor's Map 34) and to instruct said Board and Commission to take all steps necessary to effectuate such swap in accordance with the terms as outlined in plot plan titled "Plan of Land in South Harwich, Massachusetts" and prepared by the Town Engineer, dated January 2, 2011 involving lands adjacent to and within the property of Richard N. Roy of 8 Mohawk Lane, South Harwich (Parcel S4-2 on Assessor's Map 34), and further that any and all cost, including landscaping, associated with removal and realignment of the Commission's existing boundary line granite posts and accompanying rails, as well as the costs of any additional posts and rails that may result from reconfigured property line, will be the sole responsibility of the abutter and not the Town or the Commission, and to act fully thereon. By request of the Cemetery Commission.

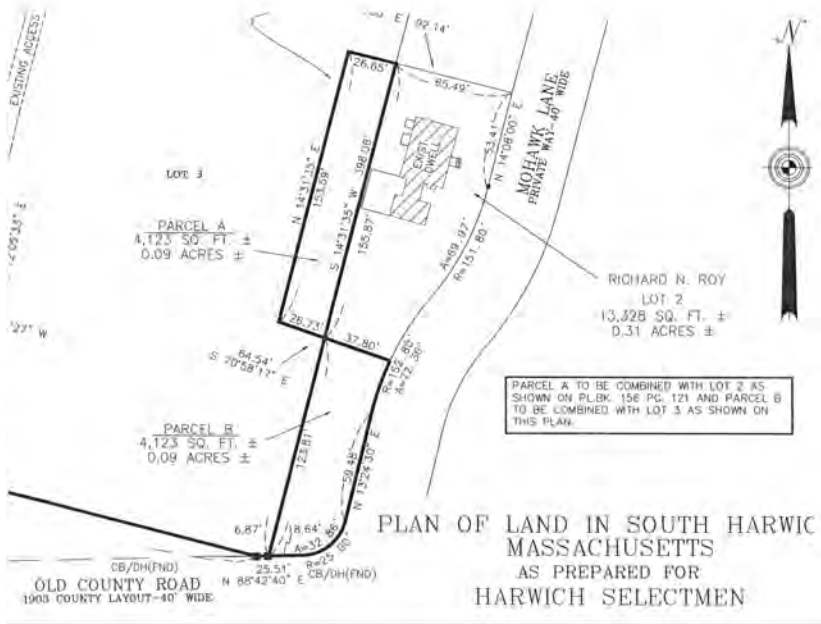
THE FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED. A LAND SWAP WILL ENHANCE THE SOUTH HARWICH CEMETERY. VOTE: YES-9, NO-0.

MOTION: (Peter Hughes, Vice Chairman-Finance Committee) I move that this article be accepted and adopted.

Duly seconded

ACTION: This article required a 2/3 majority vote to pass, it did receive the necessary 2/3 vote, the article passed.

Article 61 - South Harwich Land Swap



At 8:15pm on Tuesday, May 3, 2011, a motion was made and seconded to adjourn the Annual Town Meeting until the conclusion of the Special Town Meeting:

**COMMONWEALTH OF MASSACHUSETTS
TOWN OF HARWICH
SPECIAL TOWN MEETING WARRANT
MAY 3, 2011**

BARNSTABLE, SS:

To either of the Constables of the Town of Harwich in said County,

Greetings:

In the name of the Commonwealth of Massachusetts you are hereby directed to notify and warn the inhabitants of said Town qualified to vote in elections and Town affairs to meet in the Community Center Gymnasium, 100 Oak Street in said Town on Tuesday, May 3, 2011 at 8:00 P.M., then and there to act on the following articles:

Given under our hands this 28th day of March, 2011

s/ Angelo S. La Mantia Chairman

s/Larry G. Ballantine, Vice Chairman

s/Linda A. Cebula, Clerk

s/Edward J. McManus

s/Robin D. Wilkins

BOARD OF SELECTMEN

A true copy Attest:

s/Gerald Beltis

Constable

April 13, 2011

By virtue of the Warrant I have this day notified and warned the inhabitants of the Town of Harwich, qualified to vote in elections and town affairs, to meet in the Community Center, 100 Oak Street in said Town on Tuesday, the 3rd day of May, 2011 at the time and place for the purpose herein named by posting up attested copies thereon in the four (4) Post Office Buildings and in Town Hall in the Town of Harwich, which covers all four precincts, at least fourteen (14) days before the time of said meeting as within directed, and causing an attested copy thereof to be published in the Cape Cod Chronicle published in Barnstable County and having its circulation in the Town of Harwich.

s/ Gerald Beltis

Constable

The Moderator, Michael D. Ford, Esq. convened the Special Town Meeting, the Town Clerk, Anita N. Doucette read the Warrant and the return of the Warrant, The Special Town Meeting began with:

HOME RULE PETITION - EXPANSION OF ROOM
OCCUPANCY TAX TO SEASONAL VACATION RENTALS

ARTICLE 1 To see if the Town will vote to authorize the Board of Selectmen to file a home rule petition with the General Court as set forth below; provided, however, that the General Court may make clerical or editorial changes of form only to the bill, unless the Board of Selectmen approves amendments to the bill before enactment by the General Court, and provided further that the Board of Selectmen is hereby authorized to approve amendments which shall be within the scope of the general public objectives of this petition, and to act fully thereon:

AN ACT APPROVING THE APPLICATION BY THE TOWN OF HAR-
WICH OF THE LOCAL OPTION ROOM OCCUPANCY EXCISE TO
SEASONAL RENTAL PROPERTIES IN THE TOWN OF HARWICH

Section 1. Notwithstanding the provisions of any general or special law to the contrary, in addition to the authority to impose a local excise tax upon any transfer of occupancy of any room or rooms as may be set forth in and authorized by Chapter 64G section 3A of the Massachusetts General Laws or other law, as the same may be amended from time to time, the town of Harwich shall, commencing on the first day of the fiscal year that begins after the effective date of this Act, be authorized to impose a local excise tax upon the transfer of occupancy of any room in a seasonal rental property or other transient accommodations located within said town by any operator at the rate of up to but not exceeding six (6) percent of the total amount of rent of each such occupancy.

Section 2. For the purposes of this chapter, all terms used herein shall, unless the context requires otherwise, have the same meanings as set forth in Chapter 64G section 1 of the Massachusetts General Laws and as follows:

“Occupancy”, the use or possession, or the right to the use or possession, of any room or rooms in a bed and breakfast establishment, bed and breakfast home, hotel, lodging house, motel, seasonal rental property or other transient accommodation designed and normally used for sleeping and living purposes, or the right to the use or possession of the furnishings or the services and accommodations, including breakfast in a bed and breakfast establishment or bed and breakfast home, accompanying the use and possession of such room or rooms, for a period of ninety consecutive calendar days or less, regardless of whether such use and possession is as a lessee, tenant, guest or licensee.

“Seasonal rental property or other transient accommodations” shall mean any bed and breakfast home, as defined by Chapter 64G section 1 of the Massachusetts General Laws and any residential or commercial dwelling, dwelling unit or part thereof, unit of a condominium as defined by Chapter 183A of the Massachusetts General Laws or time-share as defined by Chapter 183B of the Massachusetts General Laws, used for the lodging of guests or invitees in exchange for rent.

Section 3. No excise shall be imposed upon for the transfer of occupancy of any room in a seasonal rental property or other transient accommodations if the total amount of rent is less than fifteen dollars per day or its equivalent or if the accommodation, other than a bed and breakfast home, is exempt under the provisions of Chapter 64G section 2 of the Massachusetts General Laws.

Section 4. All operators of seasonal rental property or other transient accommodations shall be responsible for assessing, collecting reporting and paying such local excise tax as set forth in Chapter 64G sections 3, 4, 5, 6 and 7A of the Massachusetts General Laws and shall be liable in the same manners as operators in Chapter 64G section 7B of the Massachusetts General Laws.

Section 5. This act shall take effect upon its passage.
By request of the Board of Selectmen.

FINANCE COMMITTEE RECOMMENDS THAT THIS ARTICLE BE INDEFINITELY POSTPONED. THE FINANCE COMMITTEE IS IN OPPOSITION TO ANY NEW TAXES. THERE ARE NO PROVISIONS TO ADMINISTER AND ENFORCE TAXES ON SEASONAL RENTALS. VOTE: YES-6, NO-2, ABSTAIN-1.

MOTION: (Linda Cebula, Selectman) I move that this article be accepted and adopted.

Duly seconded

A motion was made and seconded to terminate debate; it is a non-debatable motion and required a $\frac{3}{4}$ majority vote to pass. It was a unanimous vote, so declared.

ACTION: This motion did not carry.

ACCEPT PROVISIONS OF M.G.L. CH. 64L, §3A –
LOCAL ROOM EXCISE

ARTICLE 2. To see if the Town will vote to amend the Town’s local occupancy excise tax under M.G.L. c. 64G, §3A on the rental of rooms in hotels, motels, lodging houses and bed and breakfast establishments within the town

from the rate of 4% to the rate of 6%, and to act fully thereon. By request of the Board of Selectmen.

FINANCE COMMITTEE RECOMMENDS THAT THIS ARTICLE BE INDEFINITELY POSTPONED. THE FINANCE COMMITTEE IS IN OPPOSITION TO ANY ADDITIONAL TAXES. ADDITIONAL TAX REVENUES SHOULD BE SET ASIDE FOR SPECIFIC PURPOSES SUCH AS WASTE WATER AND/OR UNFUNDED EMPLOYEE LIABILITIES. IF THE REVENUE FLOWS TO THE GENERAL FUND IT WILL BE SPENT. VOTE: YES-7, NO-2.

MOTION: (Peter Hughes, Vice Chairman-Finance Committee) I move that this article be indefinitely postponed.

Duly seconded

ACTION: The article is indefinitely postponed.

REPLENISH POLICE AND FIRE TRUST FUND ACCOUNT

ARTICLE 3 To see if the Town will vote to raise and appropriate or transfer from available funds a sufficient sum of money to the Police and Fire Claims Trust Fund Account for Fiscal Year 2012 and to act fully thereon. By request of the Board of Selectmen. Estimated cost: \$10,000.

FINANCE COMMITTEE RECOMMENDS THAT THIS ARTICLE BE ACCEPTED AND ADOPTED. VOTE: YES-9, NO-0.

MOTION: (Peter Hughes, Vice Chairman-Finance Committee) I move that this article be accepted and adopted and that \$10,000 be transferred from Free Cash for this purpose.

Duly seconded

ACTION: It is a vote.

SNOW AND ICE DEFICIT

ARTICLE 4 To see if the Town will vote to raise and appropriate or transfer from available funds a sum of money to supplement the Fiscal Year 2011 Highway Department Snow and Ice Account, and to act fully thereon. By request of the Board of Selectmen. Estimated cost: \$____

FINANCE COMMITTEE HAS NO RECOMMENDATION PENDING FURTHER INFORMATION. VOTE: YES-9, NO-0.

MOTION: (Peter Hughes, Vice Chairman-Finance Committee) I move that this article be accepted and adopted and that \$37,284 be transferred from Free Cash for this purpose.

Duly seconded

ACTION: It is a vote.

FUND EQUITY ADJUSTMENTS WITHIN
HARWICH EMPLOYEE ASSOCIATION BARGAINING UNIT

ARTICLE 5 To see if the Town will vote to raise and appropriate for Fiscal Year 2012 or transfer from available funds a sufficient sum of money to make equity adjustments within the Harwich Employee Association's bargaining unit and to act fully thereon. By request of the Board of Selectmen. Estimated cost: \$55,000

FINANCE COMMITTEE RECOMMENDS THAT THIS ARTICLE BE ACCEPTED AND ADOPTED. VOTE: YES-9, NO-0.

MOTION: (Peter Hughes, Vice Chairman-Finance Committee) I move that this article be accepted and adopted and that \$55,000 be raised and appropriated for this purpose.

Duly seconded

A motion was made and seconded to terminate debate; it is a non-debatable motion and required a $\frac{3}{4}$ majority vote to pass. It was a unanimous vote, so declared.

ACTION: It is a vote.

FUND SAQUATUCKET HARBOR ENGINEERING STUDY

ARTICLE 6 To see if the Town will vote to raise and appropriate or transfer from available funds a sufficient sum of money to retain a marine engineering firm to design a new harbor layout for Saquatucket Harbor, and to act fully thereon. By request of the Board of Selectmen. Estimated cost: \$50,000

FINANCE COMMITTEE RECOMMENDS THAT THIS ARTICLE BE INDEFINITELY POSTPONED. THERE IS NO SCOPE OF WORK AND ASSOCIATED COST ESTIMATE TO SUPPORT THIS ARTICLE. THE TAXPAYERS NEED TO KNOW WHAT THEY ARE PAYING FOR. VOTE: YES-9, NO-0.

MOTION: (Peter Hughes, Vice Chairman-Finance Committee) I move that this article be accepted and adopted and that \$50,000 be transferred from Free Cash for this purpose.

Duly seconded

ACTION: It is a vote.

FUND COST OF APPRAISALS AND EASMENTS
FOR ROUTE 137 PROJECT

ARTICLE 7 To see if the Town will vote to raise and appropriate or transfer from available funds a sufficient sum of money to defray any associated cost of appraisals and right of way expenses connected with the Brewster-Chatham Road (Route 137) Safety Improvement Project and to authorize the Board of Selectmen to acquire the following parcels of land and or rights in land for the purpose of obtaining a secure and public right of way.

	<u>Total # Parcels</u>	<u>Area</u>
<u>Permanent Easements</u>	12	6,664 +/- s.f.
<u>Temporary Easements</u>	110	121,178 +/- s.f.

Estimated cost: \$ 20,000

Further that the Selectmen may acquire these parcels, or modification of these parcels or other required parcels by eminent domain, purchase or otherwise. The subject parcels are currently identified on plans prepared by Vanasse Hangen Brustlin, Inc. dated: May 10, 2010 and entitled:

“MASSACHUSETTS DEPARTMENT OF TRANSPORTATION – HIGHWAY DIVISION – TRANSPORTATION IMPROVEMENT PROJECT – BREWSTER-CHATHAM ROAD (ROUTE 137) IN THE TOWN OF HARWICH BARNSTABLE COUNTY.”

and to act fully thereon. By request of the DPW Director.

FINANCE COMMITTEE RECOMMENDS THAT THIS ARTICLE BE ACCEPTED AND ADOPTED. VOTE: YES-7, NO-1, ABSTAIN-1.

MOTION: (Peter Hughes, Vice Chairman-Finance Committee) I move that this article be accepted and adopted and that \$20,000 be transferred from Free Cash for this purpose.

Duly seconded

ACTION: It was unanimous vote, so declared.

CRANBERRY VALLEY GOLF COURSE SEPTIC SYSTEM

ARTICLE 8 To see if the Town will vote to raise and appropriate, borrow or transfer a sum of money to fund an upgrade / expansion of the Cranberry Valley Golf Course septic system. The appropriation authorized by this vote shall not take effect until the Town votes to exempt from the limitation on total taxes imposed by M.G.L. c.59, § 21C (proposition 21/2) the amounts

required to pay the principal of and the interest on any borrowing authorized under this article, and to act fully thereon.. By request of the Board of Selectmen. Estimated cost: \$200,000

FINANCE COMMITTEE HAS NO RECOMMENDATION PENDING FURTHER INFORMATION. VOTE: YES-9, NO-0.

MOTION: (Peter Hughes, Vice Chairman-Finance Committee) I move to accept and adopt to appropriate \$200,000 to upgrade and expand the Cranberry Valley Golf Course septic system and all costs incidental and related thereto; that to meet this appropriation, the Treasurer with the approval of the Board of Selectmen, is authorized to borrow \$200,000 under Chapter 44 of the General Laws or any other enabling authority; and the Board of Selectmen is authorized to expend all funds available for the project and take any other action necessary to carry out the project; however, that this vote shall not take effect until the Town votes to exempt from the limitations on total taxes imposed by M.G.L. c.59 Sec 21C (Proposition 2 ½) amounts required to pay the principal of and the interest on any borrowing authorized by this vote.

Duly seconded

A motion was made and seconded to terminate debate; it is a non-debatable motion and required a ¾ majority vote to pass. A standing count was taken YES 163 NO 10. The motion carried

ACTION: It is a borrowing and required a 2/3 majority vote to pass, a standing count was taken YES 154 NO 18, the motion carried.

ACQUISITION OF TAX TITLE PROPERTIES

ARTICLE 9. To see if the Town will vote to transfer from Community Preservation Act funds (undesignated fund balance) a sum of money to be administered by the Town Administrator to pay for professional / legal services related to the potential acquisition of specific parcels of land that are in tax title or owners unknown which would qualify for CPA funding, i.e., affordable housing, historic preservation, conservation or recreation, and that the Community Preservation Committee makes a finding that the specific parcels qualify for a CPA purpose and to act fully thereon. In the event that the acquisition does not occur, the CPA funds expended will be reimbursed to the CPA Undesignated Fund Account. By recommendation of the Community Preservation Committee, the Finance Director, Town Planner and the Town Administrator. Estimated cost: \$50,000

FINANCE COMMITTEE RECOMMENDS THAT THIS ARTICLE BE ACCEPTED AND ADOPTED IN THE AMOUNT OF \$50,000 FROM COMMUNITY PRESERVATION FUNDS. VOTE: YES-9, NO-0.

MOTION: (Peter Hughes, Vice Chairman-Finance Committee) I move that this article be accepted and adopted as printed and the sum of \$50,000 be transferred from CPC undesignated fund balance for this purpose provided that any parcels of land acquired through the tax title process as a result of this vote shall at a future town meeting be dedicated to an approved CPA use.

Duly seconded

Jack Brown, Chairman – Community Preservation Committee gave the report of the Committee as follows:

CPC Votes on Recommended May, 2011 CPA Articles:

At a, Meeting held on 14 April, 2011, the CPC voted in favor of recommending the below STM Article #9.

ACTION: It is a vote.

LEASE AND/OR PURCHASE AND EQUIP POLICE CRUISERS

ARTICLE 10. To see if the Town will vote to raise and appropriate or transfer from available funds a sufficient sum of money to lease and/or purchase and equip three (3) new Police cruisers, and to further authorize trade-in of three (3) vehicles toward the purchase price where the Board of Selectmen find they cannot be utilized elsewhere in the Town, and to act fully thereon. By request of the Police Chief. Estimated cost: \$114,705.

FINANCE COMMITTEE RECOMMENDS THAT THIS ARTICLE BE ACCEPTED AND ADOPTED. THIS IS A CUSTOMARY ANNUAL ARTICLE THAT ALLOWS THE TOWN TO REPLACE THE POLICE DEPARTMENT'S OLDEST AND HIGHEST MILEAGE POLICE CRUISERS. THIS PARTICULAR ARTICLE AUTHORIZES THE PURCHASE OF THREE (3) NEW POLICE CRUISERS AND EQUIP WITH THE NECESSARY LIGHTS AND ELECTRONICS FOR FULL OPERATION WITHIN THE ROADWAYS OF THE TOWN. THE ARTICLE ALSO ALLOWS THE TOWN TO EITHER TRADE-IN THREE (3) PRESENT POLICE CRUISERS AND/OR PLACE THEM INTO OTHER MINIMAL SERVICE WITH ANOTHER TOWN DEPARTMENT. VOTE: YES-8, NO-1.

MOTION: (Peter Hughes, Vice Chairman-Finance Committee) I move that this article be accepted and adopted and that \$114,705 be transferred from Free Cash for this purpose.

Duly seconded

ACTION: It is a vote.

LEASE OR PURCHASE NEW PUBLIC SAFETY EQUIPMENT

ARTICLE 11 To see if the Town will vote to raise and appropriate and/or transfer from available funds a sufficient sum of money to purchase the following public safety equipment, and to act fully thereon:

<u>Requested by the Police Department</u>	<u>Estimated Cost</u>
Electronic Tasers (8) and related equipment	\$13,997

By request of the Chief of Police

FINANCE COMMITTEE RECOMMENDS THAT THIS ARTICLE BE ACCEPTED AND ADOPTED. THIS ARTICLE WOULD AUTHORIZE THE CHIEF OF POLICE TO PURCHASE PUBLIC SAFETY EQUIPMENT (8 TASER GUNS WITH MINIATURE ACTIVATED CAMERAS) TO BE INSTALLED WITHIN EACH POLICE CRUISER. HAVING THIS ADDITIONAL PIECE OF EQUIPMENT WITHIN EACH POLICE CRUISER WOULD ALLOW POLICE OFFICERS THE ABILITY TO DEPLOY THE USE NON-LETHAL FORCE IF AND WHEN IT BECAME NECESSARY. THE ARTICLE HAS BEEN AMENDED TO INCLUDE THE COSTS OF INSTALLING MINIATURE ACTIVATED CAMERAS WITH A TOTAL COST OF THE ARTICLE BEING \$15,600. VOTE: YES-8, NO-0.

MOTION: (Peter Hughes, Vice Chairman-Finance Committee) I move that this article be indefinitely postponed.

Duly seconded

ACTION: The article is indefinitely postponed.

WIRELESS LEASE AGREEMENTS FOR LOTHROP AND ROUTE 39 WATER STORAGE TANK FACILITIES

ARTICLE 12 To see if the Town will vote to transfer from the Board of Water Commissioners the following described parcels, which are currently held for the purpose of constructing and maintaining water tanks and related purposes, to the Board of Water Commissioners to be held for the additional purposes of leasing and granting access and utility easements, and also to authorize the Board of Water Commissioners to enter into a lease agreements for up to twenty years (20) with wireless (cellular) providers on said parcels on such terms and conditions as the Board of Water Commissioners deems appropriate, and further to authorize the Board of Water Commissions to grant such access and utility easements as may be necessary or convenient to serve the equipment installed on said parcels by said wireless (cellular) providers, said parcels being the Lothrop Storage Tank Facility property (shown on Assessors Map 38 as Parcel M5-1) and the Route 39 Storage Tank Facility property (shown on Assessors Map 62 as Parcel W3), and to act fully thereon. Requested by the Board of Water Commissioners and Superintendent

FINANCE COMMITTEE RECOMMENDS THAT THIS ARTICLE BE ACCEPTED AND ADOPTED. VOTE: YES-9, NO-0.

MOTION: (Peter Hughes, Vice Chairman-Finance Committee) I move that this article be accepted and adopted.

Duly seconded

ACTION: This article required a 2/3 majority vote to pass, it was a unanimous vote, so declared.

GRANT UTILITY EASEMENTS ON PLEASANT LAKE
WATER STORAGE FACILITY

ARTICLE 13 To see if the Town will vote to authorize the Board of Water Commissioners to grant and convey access and utility easements on the Pleasant Lake Water Storage Facility property, which property is shown on (Assessors Map 92 as Parcel 21) for the purpose of serving the telecommunications equipment located on said property pursuant to the lease previously authorized under Article 69 of May 5, 2007, Town Meeting, which easements shall be on such terms and conditions, and for such consideration, which may be nominal consideration, as the Board of Water Commissioners deems appropriate; And to act fully thereon. By request of the Board of Water Commissioners and Superintendent.

FINANCE COMMITTEE RECOMMENDS THAT THIS ARTICLE BE ACCEPTED AND ADOPTED. THIS ARTICLE TO ALLOWS THE BOARD OF WATER COMMISSIONERS TO SET TERMS AND CONDITIONS AND GRANT AND CONVEY UTILITY EASEMENTS ON THE PLEASANT LAKE WATER STORAGE FACILITY. THE EASEMENTS WILL BE ON APPROPRIATE TERMS AND CONDITIONS SET BY THE BOARD. VOTE: YES-9, NO-0.

MOTION: (Peter Hughes, Vice Chairman-Finance Committee) I move that this article be accepted and adopted.

Duly seconded

ACTION: It was a unanimous vote, so declared.

FUND REPAIRS TO ROUTE 39 WATER STORAGE TANK

ARTICLE 14 To see if the Town will vote to raise and appropriate, transfer from available funds and/or borrow a supplemental sum of money to make needed structural repairs and paint the interior and exterior of the Route 39 water storage tank having a capacity of 1.5 MG, and to act fully thereon. By request of the Harwich Board of Water Commissioners and Harwich Water Superintendent. Estimated Cost: \$450,000.

FINANCE COMMITTEE RECOMMENDS THAT THIS ARTICLE BE ACCEPTED AND ADOPTED. VOTE: YES-9, NO-0.

MOTION: (Peter Hughes, Vice Chairman-Finance Committee) I move that this article be accepted and adopted and the supplemental sum of \$450,000 is hereby appropriated to pay costs of constructing and refurbishing to include painting the interior and exterior of the Route 39 Water Tank and for the payment of all other costs incidental and related thereto, and that to meet this appropriation, the Treasurer, with the approval of the Selectmen, is authorized to borrow said amount under and pursuant to Chapter 44, Sections 7 and 8 of the General Laws, or pursuant to any other enabling authority, and to issue bonds or notes of the Town therefore.

Duly seconded

ACTION: It was a unanimous vote, so declared.

STABILIZATION FUND

ARTICLE 15. To see if the Town will vote to raise and appropriate or transfer from surplus revenue or available funds a sum of money to be added to the Stabilization Fund and to act fully thereon. By request of the Board of Selectmen. Estimated Cost: \$ 100,000.

THE FINANCE COMMITTEE HAS NO RECOMMENDATION PENDING FURTHER INFORMATION. VOTE: YES-9, NO-0.

MOTION: (Peter Hughes, Vice Chairman-Finance Committee) I move that this article be accepted and adopted and that \$75,000 be transferred from Free Cash for this purpose.

Duly seconded

ACTION: This article required a 2/3 majority vote to pass, it was a unanimous vote, so declared.

SUPPLEMENT ANNUAL ALLOCATION OF MASS CULTURAL COUNCIL FOR LOCAL CULTURAL COUNCIL GRANTS

ARTICLE 16 To see if the Town will vote to raise and appropriate and/or transfer from available funds a sufficient sum of money to supplement the Massachusetts Cultural Council annual allocation for grant awards to artists, performers and interpretive scientists who bring events to local venues which enhance the cultural experience of Harwich citizens of all ages, and to act fully thereon. By request of the Harwich Cultural Council. Estimated Cost: \$2,500.

FINANCE COMMITTEE RECOMMENDS THAT THIS ARTICLE BE ACCEPTED AND ADOPTED. VOTE: YES-8, NO-0.

MOTION: (Peter Hughes, Vice Chairman-Finance Committee) I move that this article be accepted and adopted and that \$2,500 be transferred from Free Cash for this purpose.

Duly seconded

ACTION: It is a vote.

REPEAL of ARTICLE 48 OF MAY, 2007 ANNUAL TOWN MEETING:
PORTUGUESE MEN'S CLUB AFFORDABLE RENTAL
HOUSING PROGRAM

ARTICLE 17. To see if the Town will vote to rescind the actions taken under Article 48 of the May, 2007 Annual Town Meeting in its entirety, and return the entire sum of funds appropriated in said Article to the Harwich Community Preservation Act fund - Affordable Housing Reserves, and to act fully thereon. These funds were intended for certain pre-development, and related general development, purposes of a proposed Portuguese Men's Club "Affordable Rental Housing program". By request of the Portuguese Men's Club. Estimated turnback: \$100,000

FINANCE COMMITTEE RECOMMENDS THAT THIS ARTICLE BE ACCEPTED AND ADOPTED. VOTE: YES-9, NO-0.

MOTION: (Peter Hughes, Vice Chairman-Finance Committee) I move that this article be accepted and adopted.

Duly seconded

Jack Brown, Chairman – Community Preservation Committee gave the report of the Committee as follows:

C PC Votes on Recommended May, 2011 CPA Articles:

At a meeting held on 10 February, 2011 the CPC voted in favor of recommending the below STM Article #17 to the Town Meeting for adoption.

ACTION: The motion carried.

ALLEN AND SAQUATUCKET HARBOR PARKING LOT LEASE

ARTICLE 18 To see if the Town will vote to authorize the Selectmen to lease a portion of the Saquatucket Harbor Parking Lot in Harwich Port for two (2) years for use during the off-season for boat storage purposes, and the Allen Harbor Parking Lot in Harwich Port for the third consecutive season for boat storage purposes. Said lease to be for a term of up to three (3) years, and on such other terms and conditions as the Selectmen deem appropriate; and to act fully thereon. By request of the Board of Selectmen and Harbormaster.

Explanation: Because the Allen Harbor Basin is proposed to be dredged from 2011-2013, the entire parking lot surface that is normally used for boat storage at the Town Landing (a bid that has been won by Allen Harbor Marine Services) will no longer be available for two winters. In order to satisfy the needs for outside storage of boats (which cannot be taken over the road due to height restrictions, etc.) of this boat yard we need to accommodate them at our only other facility which is the Saquatucket marina parking lot. The lease runs from November 1st – May 15th annually.

FINANCE COMMITTEE RECOMMENDS THAT THIS ARTICLE BE ACCEPTED AND ADOPTED. VOTE: YES-9, NO-0.

MOTION: (Peter Hughes, Vice Chairman-Finance Committee) I move that this article be accepted and adopted as printed.

Duly seconded

ACTION: It was a unanimous vote, so declared.

HOME RULE CHARTER AMENDMENTS- CHAPTER 9

FINANCIAL PROVISIONS, SECTION 6 CAPITAL OUTLAY PLAN

ARTICLE 19 To see if the Town will vote to authorize the Board of Selectmen to file a home rule petition with the General Court to amend the Harwich Town Charter Chapter 9, Financial Provisions, Capital Outlay Plan as set forth in Chapter 18 of the Acts of 2006 as set forth below; provided, however, that the General Court may make clerical or editorial changes of form only to the bill, unless the Board of Selectmen approves amendments to the bill before enactment by the General Court, and provided further that the Board of Selectmen is hereby authorized to approve amendments which shall be within the scope of the general public objectives of this petition, and to act fully thereon:

An Act Relative to the Charter of the Town of Harwich

Section 1: Chapter 9 of the Charter of the Town of Harwich is hereby deleted and replaced with the following:

9.6.1 The purpose of the seven (7) year capital outlay plan is to provide the Town with a long-range forecast of the Town's capital improvement needs, and to attempt to keep debt borrowing levels as even as possible from year to year.

9.6.2 A capital outlay shall be defined as the acquisition, construction, or renovation of buildings, equipment or land having a total cost of \$50,000 during any budget year and/or planning funds for any such capital outlays.

9.6.3 The Town Administrator and the Capital Outlay Committee shall submit a 7-year capital outlay plan to joint public meeting of the Board of Selectmen and the Finance Committee during the month of December of each year.

9.6.4 The Board of Selectmen shall prepare articles to be included in the May annual town meeting warrant, seeking adoption of the seven (7) year capital outlay plan, funding of the current year of the plan.

9.6.5 A simple majority vote of the town meeting shall be required to adopt the 7-year capital outlay plan as submitted.

9.6.6 If any part of the current year of the plan receives funding support at the annual town meeting, but fails at any necessary debt exclusion, capital exclusion or proposition 2 ½ override ballot votes, the unsupported portion shall be returned to the 7-year capital plan in year 1 of the next 7-year plan.

9-6-7 Any article included in the annual or special town meeting which requests a capital outlay as defined in section 9-6-2 above, but which has not been recommended by the Capital Outlay Committee, Board of Selectmen and the Finance Committee shall require a two-thirds majority vote of the town meeting.

Section 2. This act shall take effect on passage.

By request of the Board of Selectmen and Capital Outlay Committee

Explanation: *At this Town Meeting we are focused on Budget Year 2012, which is in fact Year #1 of the 7 Year Capital Outlay Plan. Thus, the 7 Year Plan concentrates on costs \$50,000 or greater to be incurred from 2012-2018. This Article #7 also allows any changes in cost requests to be included in the 7 Year Capital Outlay Plan as a single document and not as in the past where a separate document was produced to show changes from "old" Plan versions, thus, the need for a second confusing document. This May 2011 Warrant includes the "outgoing" version of The Plan presentation.*

FINANCE COMMITTEE RECOMMENDS THAT THIS ARTICLE BE ACCEPTED AND ADOPTED. VOTE: YES-9, NO-0.

MOTION: (Peter Hughes, Vice Chairman-Finance Committee) I move that this article be accepted and adopted.

Duly seconded

ACTION: The article passed.

AMEND TOWN BY-LAWS – ANTI-NOISE REGULATIONS

ARTICLE 20 To see if the Town will vote to amend the By-laws for the Town of Harwich, Chapter 189, section 189-1 and 189-2, entitled Noise, by striking these sections in their entirety and inserting the following:

§189-1

- A. It shall be unlawful for any person or persons to cause or allow any noise which emanates from any building, boat, structure, vehicle or premises, which is plainly audible at a distance of one hundred and fifty (150) feet from any such building, boat, structure, vehicle or premises. The fact that the noise is plainly audible at a distance of one hundred fifty (150) feet from the building, structure, vehicle, boat or premises in which or from which it originates shall constitute prima facie evidence of a violation of this section. Any person violating this shall be, first, issued a written warning. If such warning is ignored, the violator shall be subject to a fine of one hundred and fifty dollars (\$150.00) for each offense. Each such act, which constitutes a violation of this section, which either continues or is reported more than thirty (30) minutes after the issuance of a warning to cease said activities, shall be considered a separate offense and shall be prosecuted as a separate offense in accordance with this by-law.
- B. Any person shall be deemed in violation of this by-law, who shall make or aid in, cause or suffer or countenance or assist in the making of the aforesaid and described improper noises, disturbance, breach of the peace or a diversion tending to a breach of the peace and the presence of any person or persons in or about the building, dwelling, boat or conveyance or any part thereof during a violation of this by-law shall constitute prima facie evidence that they are a countenancer to the violation. Any person violating this by-law shall be punished by a fine of one hundred and fifty dollars (\$150.00) for each offense.
- C. For the purposes of this by-law, noises which disturb the reasonable quiet, comfort, repose or health of others include but are not limited to: 1) loading or unloading activities, 2) use of power tools, 3) use of radios, 4) use of televisions, 5) use of amplifiers, 6) use of musical instruments, 7) use of lawn or landscaping equipment, 8) loud outcries or 9) other loud or boisterous noises not specifically exempted by section 189(E), any of which are plainly audible at a distance of 150 feet from their source between 10:00 p.m. and 7:00 a.m.
- D. Procedure upon violation. It shall be deemed a breach of the peace and it shall be the duty of any police officer of this town to order any per-

son or persons so acting as to violate the provisions of this by-law to cease any prohibited activities specified in this by-law, and if the person or persons so ordered does not forthwith obey, the officer may seek enforcement by criminal complaint or the officer may issue a non-criminal citation for the violation.

E. Exemptions. The following uses and activities shall be exempt from the noise level regulations:

1. Noises of safety signals, warning devices and emergency pressure relief valves during public emergencies.
2. Noises resulting from any authorized vehicle(s) responding to an emergency call or acting in time of emergency.
3. Noise resulting from emergency and maintenance work performed by the town or its agents, by the state or by public utility companies or their agents.
4. Noises resulting from activities of a temporary duration permitted by law and for which a license or permit has been granted by the town.
5. Parades and public gatherings for which the Selectmen have issued a permit.
6. Bells, chimes or carillons.
7. Noises for which the Board of Selectmen under section 189(F) has granted a special permit.

F. Application for Special Permit. Application for a permit for relief from the noise level designated in this chapter on the basis of undue hardship may be made to the Board of Selectmen. Any permit granted by the Selectmen shall set forth all conditions pertaining to the specified noise and a reasonable time limit for its abatement.

G. Severability Clause. If any part of this by-law is deemed to be contrary to State or Federal law by the Attorney General, that part can be severed without affecting any other part of this by-law.

and to act fully thereon. By request of the Board of Selectmen, Town Administrator, and Chief of Police

THE FINANCE COMMITTEE HAS NO RECOMMENDATION PENDING FURTHER INFORMATION. AT THE TIME OF SUBMISSION OF THIS NARRATIVE, THE FINANCE COMMITTEE WAS AWAITING FURTHER INFORMATION AND SUBSEQUENT DISCUSSION ON THIS ARTICLE. VOTE: YES-8, NO-0.

MOTION: (Peter Hughes, Vice Chairman-Finance Committee) I move that this article be accepted and adopted.

Duly seconded

AMENDMENT TO MAIN MOTION: (Leo Cakounes) I move to amend the main motion under Section E. Exemptions by adding the following:

#8. Noise resulting from activities of any agricultural operation

Duly seconded

ACTION ON AMENDMENT: It was a unanimous vote, so declared.

ACTION ON MAIN MOTION AS AMENDED: It was a unanimous vote, so declared.

FLOODPLAIN BY-LAW AMENDMENTS

ARTICLE 21. To see if the Town will vote to amend Article XVII of the Zoning By-law by adopting certain additional minimum floodplain management regulations pursuant to §1361 of the National Flood Insurance Act of 1968, as amended, as a condition of continued eligibility in the National Flood Insurance Program (NFIP) and to conform with the Federal Emergency Management Administration's (FEMA) new countywide mapping format. These standards are the minimum requirements and do not supersede any State or local requirements of a more stringent nature

~~Strikethrough~~ represents language proposed for deletion

Underline represents language proposed for inclusion

§ 325-105. Floodplain areas.

~~The areas in which these regulations apply (floodplain) are designated on the Town of Harwich Flood Insurance Rate Map (FIRM) issued by the Federal Emergency Management Agency (FEMA) for the administration of the National Flood Insurance Program (NFIP) dated July 3, 1986, and July 12, 1992, as Zones A, AE, AH, AO, A1 A30, A99, V, and V1 30, which indicates the one hundred year regulatory floodplain. The exact boundaries of the district may be defined by the one hundred year base flood elevations shown on the FIRM and further defined by the Flood Insurance Study booklet dated July 3, 1986. The FIRM and Flood Insurance Study booklet are incorporated herein by reference and are on file with the Town Clerk, Planning Department and Building Official.~~

The areas in which these regulations apply (floodplain) includes all special flood hazard areas within the Town of Harwich designated as Zone AE, AO, or VE on the Barnstable County Flood Insurance Rate Map (FIRM) issued by the Federal Emergency Management Agency (FEMA) for the administration of the National Flood Insurance Program. The map panels of the Barnstable

County FIRM that are wholly or partially within the Town of Harwich are panel numbers 25001C0584, 25001C0592, 25001C0601, 25001C0602, 25001C0603, 25001C0604, 25001C0606, 25001C0607, 25001C0608, 25001C0609, 25001C0611, 25001C0613, 25001C0616, 25001C0617, 25001C0626 and 25001C0628 dated June 16, 2011. The exact boundaries of the District may be defined by the 100-year base flood elevations shown on the FIRM and further defined by the Barnstable County Flood Insurance Study (FIS) report dated June 16, 2011. The FIRM and FIS report are incorporated herein by reference and are on file with the Town Clerk, Planning Department and Building Official.

And to add a new section and renumber the remaining sections:

§ 325-106. Base Flood Elevations and Floodway Data

1. Floodway Data. In Zone AE, along watercourses that have not had a regulatory floodway designated, the best available Federal, State, local, or other floodway data shall be used to prohibit encroachments in floodways which would result in any increase in flood levels within the community during the occurrence of the base flood discharge.

2. Base Flood Elevation Data. Base flood elevation data is required for subdivision proposals or other developments greater than 50 lots or 5 acres, whichever is the lesser, within unnumbered A zones.

And amend the following three sections as shown:

325-107. Use regulations.

A. Existing regulations.

(1) All development in the floodplain, including structural and nonstructural activities, whether permitted by right or by special permit, must be in compliance with the following:

(a) Section of the Massachusetts State Building Code which addresses floodplain and coastal high-hazard areas (currently 780 CMR ~~3107.0~~ 120.G, Flood Resistant Construction and Construction in Coastal Dunes).

(b) Wetland Protection Regulations, Department of Environmental Protection (DEP) (currently 310 CMR 10.00).

(c) Inland Wetlands Restriction, DEP (currently ~~302 310~~ CMR ~~6-00~~ 13.00).

(d) Coastal Wetlands Restriction, DEP (currently ~~302 310~~ CMR ~~4-00~~ 12.00).

(e) Minimum Requirements for the Subsurface Disposal of Sanitary Sewage, DEP (currently 310 CMR 15, Title 5).

(f) Minimum Requirements for the Subsurface Disposal of Sewage Regulations, Town of Harwich.

(g) Harwich Wetlands Protective Bylaw. Editor's Note: See Ch. 310, Wetlands Protection.

(2) Any variance from the provisions and requirements of the above-referenced state or local regulations may only be granted in accordance with the required variance procedures of these state or local regulations.

B. Other use regulations.

(1) Within Zones ~~AH and AO~~ on the FIRM, adequate drainage paths are required around structures on slopes to guide floodwaters around and away from proposed structures.

(2) In Zones ~~A1-30 and AE~~, along watercourses that have a regulatory floodway within the Town of Harwich designated on the ~~Town of Harwich Barnstable County~~ FIRM, encroachments are prohibited in the regulatory floodway which would result in any increase in flood levels within the community during the occurrence of the base flood discharge.

(3) Man-made alterations of sand dunes are prohibited within Zones ~~V1-30, VE, and V~~ which would increase potential flood damage.

(4) Located within the floodplain are areas designated as coastal high-hazard areas (Zones ~~V1-30, VE, and V~~). Since these areas are extremely hazardous due to high-velocity waters from tidal surges and hurricane wave wash, the following provision shall apply: all new construction shall be located landward of the reach of mean high tide. Existing contour intervals of site and elevations of existing structures must be included on any plan proposal.

(5) All subdivision proposals shall be reviewed to assure that:

- (a) Such proposals minimize flood damage;
- (b) All public utilities and facilities are located and constructed to minimize or eliminate flood damage;
- (c) Adequate drainage is provided to reduce exposure to flood hazards; and
- (d) Each lot will be served by water and sanitary disposal systems certified by the Board of Health to be so designed as to minimize or eliminate infiltration of floodwaters into the systems and discharges from the systems into floodwaters in the event of flooding to base elevations.

(6) In unnumbered A Zones, in the absence of Federal Insurance Administration data, the base flood elevations shall be determined by obtaining, reviewing and reasonably utilizing any existing base flood elevation data.

§ 325-107 108. Permitted uses.

The following uses of low flood damage potential and causing no obstructions to flood flows are encouraged, provided that they are permitted in the underlying district and they do not require structures, fill, or storage of material or equipment:

- A. Agricultural uses, such as farming, grazing, horticulture, etc.
- B. Forestry and nursery uses.
- C. Outdoor recreational uses, including fishing, boating, play areas, etc.
- D. Conservation of water, plants, and wildlife.
- E. Wildlife management areas and foot, bicycle and/or horse paths.

F. Temporary nonresidential structures used in connection with fishing, growing, harvesting, storage, or sale of crops raised on the premises.

G. Buildings lawfully existing prior to the adoption of these provisions.

§ 325-108 109. Definitions.

The definitions contained herein pertain only to this article of the bylaw.

AREA OF SPECIAL FLOOD HAZARD

The land in the floodplain within a community subject to a one-percent or greater chance of flooding in any given year. The area may be designated as Zone A, AO, AH, ~~A1-30~~, AE, ~~A99~~, ~~V1-30~~, V, or VE.

BASE FLOOD

The flood having a one-percent chance of being equaled or exceeded in any given year.

COASTAL HIGH-HAZARD AREA

The area subject to high-velocity waters, including but not limited to hurricane wave wash. The area is designated on a FIRM as Zone ~~V1-30~~, VE, ~~VO~~ or V.

DEVELOPMENT

Any man-made change to improved or unimproved real estate, including but not limited to buildings or other structures, mining, dredging, filling, grading, paving, excavation or drilling operations.

DISTRICT

Floodplain District.

FEDERAL EMERGENCY MANAGEMENT AGENCY (FEMA)

Administers the National Flood Insurance Program. FEMA provides a nationwide flood hazard area mapping study program for communities as well as regulatory standards for development in the flood hazard areas.

FLOOD INSURANCE RATE MAP (FIRM)

An official map of a community on which FEMA has delineated both the areas of special flood hazard and the risk premium zones applicable to the community.

FLOOD INSURANCE STUDY

An examination, evaluation, and determination of flood hazards and, if appropriate, corresponding water surface elevations or an examination, evaluation and determination of flood-related erosion hazards.

LOWEST FLOOR

The lowest floor of the lowest enclosed area (including basement or cellar). An unfinished or flood-resistant enclosure, usable solely for parking of vehicles, building access or storage, in an area other than a basement area is not considered a building's lowest floor, provided that such enclosure is not built so as to render the structure in violation of the applicable nonelevation design requirements of state and local regulations.

NATIONAL FLOOD INSURANCE PROGRAM (NFIP)

Administered by the Federal Emergency Management Agency (FEMA)

NEW CONSTRUCTION

For floodplain management purposes, structures for which the start of construction commenced on or after the effective date of October 6, 1976. For the purpose of determining insurance rates, "new construction" means structures for which the start of construction commenced on or after the effective of an initial FIRM or after December 31, 1974, whichever is later.

ONE-HUNDRED-YEAR FLOOD

See "base flood."

SPECIAL FLOOD HAZARD AREA

An area having special flood and/or flood-related erosion hazards and shown on a FIRM as Zone ~~A~~, AO, ~~AH~~, ~~A1-30~~, AE, ~~A99~~, ~~V~~, ~~V1-30~~, or VE.

STRUCTURE

For floodplain management purposes, a walled and roofed building, including a gas or liquid storage tank, that is principally above ground, as well as a manufactured home. "Structure," for insurance coverage purposes, means a walled and roofed building, other than a gas or liquid storage tank, that is principally above ground and affixed to a permanent site, as well as a manufactured home on foundation. For the latter purpose, the term includes a building while in the course of construction, alteration, or repair but does not include building materials or supplies intended for use in such construction, alteration, or repair, unless such materials or supplies are within an enclosed building on the premises.

SUBSTANTIAL DAMAGE

Damage of any origin sustained by a structure whereby the cost of restoring the structure to its before-damaged condition would equal or exceed 50% of the market value of the structure before the damage occurred.

SUBSTANTIAL IMPROVEMENT

Any reconstruction, rehabilitation, addition, or other improvement of a structure, the cost of which equals or exceeds 50% of the market value of the structure before the start of construction of the improvement. This term includes structures which have incurred substantial damage, regardless of the actual repair work performed.

and to act fully thereon. By request of the Planning Board.

FINANCE COMMITTEE RECOMMENDS THAT THIS ARTICLE BE ACCEPTED AND ADOPTED. THIS ARTICLE ALLOWS HOMEOWNERS THE OPPORTUNITY TO HAVE CONTINUED ELIGIBILITY IN THE NATION FLOOD INSURANCE PROGRAM. VOTE: YES-8, NO-1.

MOTION: (Peter Hughes, Vice Chairman-Finance Committee) I move that this article be indefinitely postponed.

Duly seconded

ACTION: The article is indefinitely postponed.

LOCAL COMPREHENSIVE PLAN

ARTICLE 22 To see if the Town will vote to approve the Town of Harwich Local Comprehensive Plan 2011 and to act fully thereon. By request of the Planning Board.

FINANCE COMMITTEE HAS NO RECOMMENDATION PENDING FURTHER INFORMATION. VOTE: YES-8, NO-0.

MOTION: (Peter Hughes, Vice Chairman-Finance Committee) I move that this article be accepted and adopted and that the Local Comprehensive Plan on file with the Town Clerk dated April 26, 2011 be approved in accordance with the Harwich Home Rule Charter, section 5 Planning Board, 7-5-3.

Planning Board Report:

To: Board of Selectmen
From: Matthew F. McCaffery, Chairman
Date: April 28, 2011

RE: Article 22 Local Comprehensive Plan

The Planning Board held a duly scheduled and advertised public meeting on Tuesday, April 26, 2011 for the taking of testimony by all interest parties. Following the deliberation the Planning Board voted unanimously in favor of the Local Comprehensive Plan Article for inclusion in the 2011 Special Town Meeting.

AMENDMENT TO MAIN MOTION (Gerry Loftus, Housing Committee) I propose to amend Article 22 of the Special Town Meeting Local Comprehensive Plan as approved by the Planning Board on April 26, 2011 as follows:

DELETE the last sentence of the fourth (4) paragraph and subsequent three numbered sub paragraphs 1, 2, 3 on page 28 and top of page 29 Section 6) Growth Management, Housing in its entirety viz

“While the housing opportunities will continue to arise in a number of different areas, the Planning Board recommends three initial priorities as part of the Local Comprehensive Plan.

- 1) Encourage re-use of existing housing stock rather than development on vacant land. In a weak housing market, more opportunities exist to buy or rent existing housing units at a reasonable price.
- 2) Encourage development of village housing rather than in outlying areas. If new housing units are created, it is preferred to locate those units in established villages. Techniques may include accessory apartments or higher density. Current limitations of wastewater treatment capacity may hinder new village development in the short term. However, if development is proposed for outlying areas, it should be directed away from sensitive resources.
- 3) Provide rental assistance rather than subsidized home ownership. A far greater number of residents may be assisted by vouchers and other rental assistance than by large subsidies to individual homebuyers. Seasonal workers and year-round residents with modest incomes are common in Harwich and would benefit from rental assistance”.

ADD the following phase to “GOAL” located at the top of page 29 “as further outlined on page 4 paragraph B Housing Goals of the Housing Production Plan dated January 2010.

A motion was made and seconded to terminate debate, this is a non debatable motion, this vote required a $\frac{3}{4}$ majority vote to pass, it was a unanimous vote, so declared

ACTION ON AMENDMENT: A standing count was taken; YES 53 NO 69, the amendment did not carry.

AMEND THE MAIN MOTION: (Richard Thomas, Bikeways Committee) I move to amend the main motion as follows: Under 5.9.2 by adding the phrase “bike and” before the word pedestrian and to include the “Bikeways Committee” as one of the responsible parties.

ACTION ON AMENDMENT: It was a unanimous vote, so declared.

ACTION ON MAIN MOTION AS AMENDED: The motion carried.

At 10:50pm on Tuesday May 3, 2011 a motion was made and seconded to adjourn until Wednesday, May 4, 2011 at 7:00pm.

On Wednesday, May 4, 2011, the Moderator, Michael D. Ford, Esq. called the Special Town Meeting to order at 7:00pm and adjourned until 7:30pm, having 151 registered voters in attendance, the Special Town Meeting and began with:

USE REGULATIONS BY-LAW AMENDMENT

ARTICLE 23 To see if the town will vote to amend the Table of Use Regulations of the Zoning By-law by deleting the column entitled 'PWS'(PERSONAL WIRELESS SERVICE) from § 325-13, Table of Use Regulations, Table 1 as shown in §325 Attachment 1:1 – 1:5 and related reference in § 325-8, Applicability of Use Regulations as shown herein to enhance clarity of the Use Table, eliminating confusing references:

~~Strikethrough~~ represents language proposed for deletion

Underline represents language proposed for inclusion

§ 325-13. Table of Use Regulations.

In Table 1, Use Regulations, delete the entire "PWS" column.

§ 325-8. Applicability of Use Regulations.

Except as provided by the Zoning Act or this bylaw, in each district no building, structure, water body or lot shall be used or occupied except for a purpose which is authorized by the Table of Use Regulations in the zoning district wherein the land is located, and, if the land, building, structure or water body is located in a Drinking Water Resource Protection District ~~or Personal Wireless Service Overlay District~~, said land shall not be used or occupied except for a purpose permitted in the underlying zoning district as well as the Drinking Water Resource Protection District ~~or Personal Wireless Service Overlay District~~, respectively. Any use not listed shall be construed to be prohibited. Personal wireless service facilities shall be exempt from the use regulations contained in this bylaw when located on land owned by the Town of Harwich.

and to act fully thereon. By request of the Planning Board.

FINANCE COMMITTEE HAS NO RECOMMENDATION PENDING FURTHER INFORMATION. VOTE: YES-8, NO-0.

MOTION: (Peter Hughes, Vice Chairman-Finance Committee) I move that this article be accepted and adopted.

Duly seconded

Planning Board Report:

To: Board of Selectmen
From: Matthew F. McCaffery, Chairman
Date: April 28, 2011

RE: Article 23 Use Regulations (PWS) By-Law Amendments Proposed Zoning Amendments

At a duly scheduled and advertised Planning Board public meeting held on Tuesday, April 12, 2011 members of the public and parties of interest gave testimony on the proposed amendments.

Following public deliberations and after review of the interdepartmental documents and staff report, the Planning Board voted unanimously in favor of forwarding the article to the Board of Selectmen for inclusion in the 2011 Special Town Meeting.

ACTION: This article required a 2/3 majority vote to pass, it was a unanimous vote, so declared.

SPECIAL PERMITS AMENDMENTS

ARTICLE 24 To see if the town will vote to amend Sections 325-2, 325-14, and 325-51 of the Zoning By-law by designating the Planning Board as the special permit granting authority (SPGA) for all special permits except those relating to nonconforming structures or uses and those pursuant to §325-51.P Certification of a Dwelling Unit, as shown, to further facilitate streamlining the permitting process:

~~Strikethrough~~ represents language proposed for deletion
Underline represents language proposed for inclusion

ARTICLE II. Definitions

§ 325-2. Word Usage & Definitions

SPECIAL PERMIT GRANTING AUTHORITY - ~~The Planning Board established pursuant to MGL c. 41, § 81A shall be the special permit granting authority in any case where this bylaw requires such permit for erection of multifamily dwellings, cluster developments, hotels and motels, structures (except those dedicated to single family, religious, or educational uses) having a gross floor area of more than 7,500 square feet or requiring 20 or more new parking spaces, site plan special permits, all uses requiring special permits in the Drinking Water Resource Protection District, retail sales of gasoline, adult entertainment, or personal wireless service facilities. The~~

~~Board of Appeals established hereunder shall be the special permit granting authority for all other such permits, including special permits to change, alter, or extend a nonconforming use.~~ The Board of Appeals established hereunder shall be the special permit granting authority for any application requiring such permit to change, alter, or extend a nonconforming structure or use, or for certification of continuance of existing dwellings. The Planning Board established pursuant to MGL c.41, §81A shall be the special permit granting authority for all other applications requiring a special permit.

ARTICLE V. Use Regulations

§ 325-14. Supplemental Regulations

O. ~~In commercial and industrial districts, fast food/takeout restaurants are allowed subject to the granting of a special use permit by the Planning Board. In addition, any~~ Any new fast-food/takeout restaurant is subject to special permit review pursuant to § 325-51 and site plan review pursuant to § 325-55. The following criteria must be met for granting of the special use permit: the proposed use will not adversely impact traffic flow and safety and the proposed use will be compatible with surrounding land uses.

ARTICLE X. Administration and Enforcement

§ 325-51. Special Permits

~~The Planning Board shall have authority to hear and decide applications for special permits for dwellings with accessory apartments, shared housing for the elderly, multifamily dwellings, cluster developments, hotel or motel uses, structures (except those dedicated to single family, religious or educational uses) having a gross floor area of more than 7,500 square feet or requiring 20 or more new parking spaces, site plans pursuant to § 325-55 hereof, all uses requiring a special permit in Drinking Water Resource Protection Districts, personal wireless service facilities, and adult entertainment. The Board of Appeals shall have authority to hear and decide all other applications for special permits.~~ The Board of Appeals shall have authority to hear and decide applications for all changes, alterations, or extensions of a non-conforming structure or use that require a special permit and for certification of continuance of existing dwellings under §325-51.P. The Planning Board shall have authority to hear and decide all other applications for special permits. Special permits shall only be issued following public hearings held within 65 days after filing of an application with the Board of Appeals or the Planning Board, a copy of which shall forthwith be given to the Clerk by the applicant, and all notices and other requirements provided by the Zoning Act shall govern said hearing.

and to act fully thereon. By request of the Planning Board.

FINANCE COMMITTEE HAS NO RECOMMENDATION PENDING FURTHER INFORMATION. VOTE: YES-8, NO-0.

MOTION: (Peter Hughes, Vice Chairman-Finance Committee) I move that this article be accepted and adopted.

Duly seconded

Planning Board Report:

To: Board of Selectmen
From: Matthew F. McCaffery, Chairman
Date: April 28, 2011
RE: Article 24 Special Permits

The Planning Board held a duly scheduled and advertised public meeting on Tuesday, April 12, 2011 for the taking of testimony by all interest parties. Following the deliberations the Planning Board voted unanimously in favor of the proposed by-law amendment article for inclusion in the 2011 Special Town Meeting.

ACTION: This article required a 2/3 majority vote to pass, it was a unanimous vote, so declared.

RENTAL REGISTRATION

ARTICLE 25 To see if the Town will vote to amend the General By-Law, Chapter 230 entitled Rental Dwellings, by deleting it in its entirety and replacing it with the following:

TITLE: Rental Registration

SECTION I:

The purposes of this by-law are to: 1) create and maintain a current listing of rental properties to assist with emergency response efforts and promote compliance with health and safety regulations by owners / agents, 2) require each owner / agent to certify annually that operating smoke detectors and carbon monoxide detectors are properly placed in each and every rental unit and 3) require annual certification that a responsible party is named to dispose of trash from the properties.

SECTION II:

Any owner and / or agent who shall offer for rent or lease any building or portion thereof to be used for habitation, other than a licensed premise as described in Section V, shall first register with the Town Clerk. Each owner / agent will be provided with a Certificate of Registration by the Town Clerk. Any building or portion thereof regulated by the provisions of the Rental Registration By-Law and rented or leased for a period of 90 days or less shall have conspicuously posted on the premises a Certificate of Registration supplied by the Harwich Town Clerk. A Certificate of Registration shall not constitute a warrant of habitability and the certificate shall recite this limitation on the face of the certificate.

SECTION III:

Any and all rental units described in Section II above as requiring certification shall be duly certified annually with the Town Clerk. The owner or agent of each such unit shall annually provide the Town Clerk with emergency contact information for the property and shall certify to the Town Clerk that:

1. Operating smoke detectors have been placed in each rental unit
2. Operating carbon monoxide detectors have been placed in each rental unit
3. A responsible party has been designated to perform trash disposal for each rental unit.
4. The owner/agent for each rental units understands and shall comply with all applicable health and safety regulations of the Town of Harwich.

A rental registration certificate shall expire automatically on December 31st of each year, unless the certificate is renewed; and, furthermore, each renewal application shall provide the information necessary for initial registration and provide the registration fee set forth in Section IV.

SECTION IV:

There shall be an annual fee set by the Board of Selectmen for each owner/agent to register each habitable dwelling covered under Section II. Said registration and resulting certificate shall not be transferable. A failure to register and a failure to post the Certificate of Registration shall constitute violations of this by-law.

SECTION V:

A licensed premise shall mean any premise that holds a license as a hotel, under G.L. c.140 (which includes hotels, motels, resorts, boarding houses and inns), to provide sleeping or housekeeping accommodations to paying guests for transient occupancy. So, any premise that is not so licensed and that is available for rental to paying guests for sleeping or housekeeping accommodations for one day or more shall register under this By-law.

SECTION VI:

Any person found in violation of any provision of this by-law shall be punished by a fine of Two Hundred Dollars (\$200) in accordance with the following schedule of fines, and each day that the violation continues shall constitute a separate offense:

- For the first offense, the fine shall be \$50 or warning at the discretion of the enforcement officer.
- For the second offense, \$100
- For the third and each subsequent offense. \$200.

Notice of violation and procedure shall be in accordance with M.G.L. Chapter 40, Section 21D (Non-Criminal Disposition) by an officer of the Police Department or other person properly designated by the Board of Selectmen.

And to act fully thereon. By request of the Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT THIS ARTICLE BE INDEFINITELY POSTPONED. VOTE: YES-6, NO-2, ABSTAIN-1.

MOTION: (Angelo LaMantia, Chairman-Board of Selectmen) I move that this article be accepted and adopted and that it be amended to first, add the following language on line one of Section II after the word “lease”: “for a period of 6 months or less” and second, delete “of Two Hundred Dollars (\$200)” on line two of Section VI

SECTION II:

Any owner and / or agent who shall offer for rent or lease **for a period of 6 months or less** any building or portion thereof to be used for habitation, other than a licensed premise as described in Section V, shall first register with the Town Clerk. Each owner / agent will be provided with a Certificate of Registration by the Town Clerk. Any building or portion thereof regulated by

the provisions of the Rental Registration By-Law and rented or leased for a period of 90 days or less shall have conspicuously posted on the premises a Certificate of Registration supplied by the Harwich Town Clerk. A Certificate of Registration shall not constitute a warrant of habitability and the certificate shall recite this limitation on the face of the certificate.

SECTION VI:

Any person found in violation of any provision of this by-law shall be punished by a fine ~~of Two Hundred Dollars (\$200)~~ in accordance with the following schedule of fines, and each day that the violation continues shall constitute a separate offense:

- For the first offense, the fine shall be \$50 or warning at the discretion of the enforcement officer.
- For the second offense, \$100
- For the third and each subsequent offense. \$200.

Notice of violation and procedure shall be in accordance with M.G.L. Chapter 40, Section 21D (Non-Criminal Disposition) by an officer of the Police Department or other person properly designated by the Board of Selectmen.

A motion was made and seconded to terminate debate, this motion requires a $\frac{3}{4}$ majority vote to pass, and it was a unanimous vote, so declared.

ACTION: The motion did not carry.

AN ACT RELATIVE TO HEALTH INSURANCE COVERAGE FOR PAID ELECTED OFFICIALS IN THE TOWN OF HARWICH

ARTICLE 26 To see if the Town will vote to authorize the Board of Selectmen to file a home rule petition with the General Court as set forth below; provided, however, that the General Court may make clerical or editorial changes of form only to the bill, unless the Board of Selectmen approves amendments to the bill before enactment by the General Court, and provided further that the Board of Selectmen is hereby authorized to approve amendments which shall be within the scope of the general public objectives of this petition, and to act fully thereon:

Be it enacted by the Senate and House of Representatives in General Court assembled, and by the authority of the same as follows:

SECTION 1. Notwithstanding Chapter 32B of the General Laws, part-time elected officials of the Town of Harwich who receive a salary or a stipend shall not be eligible for participation in the town's contributory health and life insur-

ance plan, except that those part-time officials who participate in that plan as of the effective date of this act shall be eligible to continue to participate until the end of their current and any contiguous future terms of service in the elected position held at the time this act takes effect. Retired elected officials that receive benefits by virtue of their previous service, shall not be affected by this act. Part-time elected officials who receive a salary or a stipend, who are first elected after the effective date of this act, may elect to pay 100 per cent of the cost of the official's participation in the town's health and life insurance benefit plan, plus any administrative costs that may be assessed by the board of selectmen, may be considered eligible to participate.

SECTION 2. This act shall take effect upon passage.

By request of the Board of Selectmen.

FINANCE COMMITTEE HAS NO RECOMMENDATION PENDING FURTHER INFORMATION. VOTE: YES-7, NO-0, ABSTAIN-2.

MOTION: (Peter Hughes, Vice Chairman-Finance Committee) I move that this article be indefinitely postponed.

Duly seconded

ACTION: The article is indefinitely postponed.

SALE OR LEASE OF TOWN OWNED PROPERTY
ON DISPOSAL AREA PARCEL

ARTICLE 27 To see if the Town will vote to authorize the Board of Selectmen to sell or lease a portion of the following parcel described on Assessor's Map 58, as Parcel M1 (21,232 +/- s.f.) located on disposal area land directly south of 123 and 129 Queen Anne Road and to authorize the Board of Selectmen to sell or lease said portions of land owned by the Town upon such terms and conditions as the Board deems to be in the best interest of the Town, and to authorize the Board to enter into any agreements in connection with the above purpose, and to act fully thereon. By request of the Board of Selectmen.

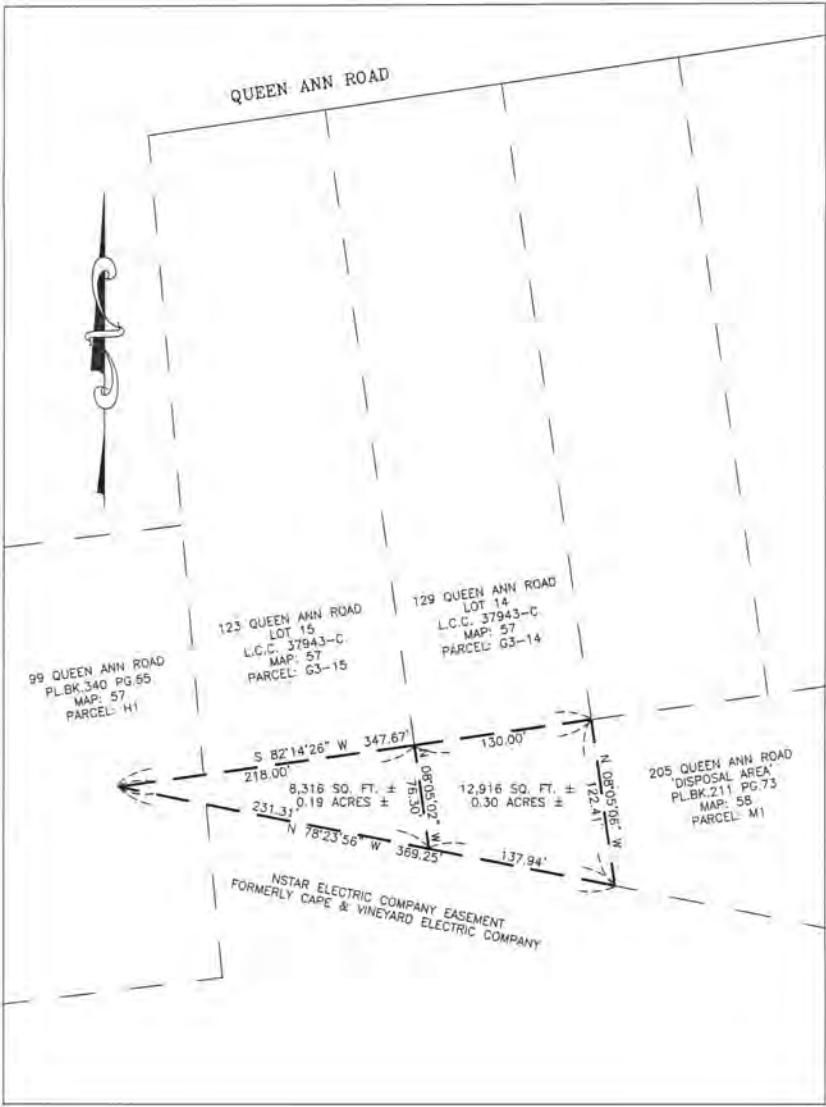
FINANCE COMMITTEE RECOMMENDS THAT THIS ARTICLE BE ACCEPTED AND ADOPTED. VOTE: YES-6, NO-2, ABSTAIN-1.

MOTION: (Peter Hughes, Vice Chairman-Finance Committee) I move that this article be accepted and adopted.

Duly seconded

ACTION: This article required a 2/3 majority vote to pass, it did receive the necessary 2/3 vote, the motion passed.

Article 27 – Sale or Lease of Parcels on Queen Anne Road



RESOLUTION TO END FUNDING FOR
WAR IN IRAQ, AFGHANISTAN AND PAKISTAN

ARTICLE 28 To see if the town will adopt the following resolution and send it to our federal legislators and to act fully thereon. By request of Diane Turco.

A Resolution of the Town of Harwich to end the expenditure of our citizens' tax dollars for excessive and unaffordable warfare funding by the U.S. Congress.

WHEREAS,

1. the financial resources available for use by governments at the local, county, state and federal levels in the United States are and must be limited, and
2. an inordinate level of military expenditure is being made by the U.S. federal government for warfare in Iraq, Afghanistan and Pakistan, and
3. the people of Harwich are collectively paying or becoming indebted for approximately 57.2 million dollars of their limited financial resources for such warfare which supplies no identified public benefits, and
4. this warfare creates great and unnecessary harm to the people of the nations of Iraq, Afghanistan and Pakistan and to U.S. military personnel and their families, and
5. education services, infrastructure repairs, other essential public services, and family and private-sector financing in Harwich and throughout the State of Massachusetts have been substantially reduced in order for an excessive portion of available financial resources to be diverted from the constructive economy to unnecessary warfare,

NOW THEREFORE, be it resolved that the Town of Harwich, Massachusetts urges our Senators John Kerry and Scott Brown and Representative William Keating of the U.S. House of Representatives from the tenth Congressional District to oppose all legislation brought before the U. S. Senate and the U.S. House of Representatives that provides further funding of U.S. warfare and U.S. military occupation in Iraq, Afghanistan and Pakistan, and that the Town of Harwich also urges our members of Congress to take an active public stance and advocate to terminate funding of these military operations.

FINANCE COMMITTEE RECOMMENDS THAT THIS ARTICLE BE INDEFINITELY POSTPONED. FINANCE COMMITTEE FEELS THIS IS A DISSERVICE AND AN INSULT TO ALL VALIANT SERVICE MEN AND WOMEN, PAST AND PRESENT, DECEASED AND ALIVE. VOTE: YES-8, NO-0.

MOTION: (Diane Turco) I move that this article be accepted and adopted.

Duly seconded

ACTION: A standing count was taken; YES 27 NO 90, this motion did not carry.

At 9:10pm a motion was made and seconded to adjourn the Special Town Meeting and return the Annual Town Meeting the meeting began with:

CEMETERY RULES AND REGULATIONS

ARTICLE 62 To see if the Town will vote to approve the revised Cemetery Department Rules and Regulations as submitted by the Harwich Cemetery Commission, and to act fully thereon.

HARWICH CEMETERY COMMISSION

RULES AND REGULATIONS OF HARWICH CEMETERIES

I. Rules

1. Town Cemeteries are open daily from dawn to dusk.
2. No vehicle shall be operated in any part of the cemeteries and at speeds no faster than 10 MPH. Violators will be subject to a speeding fine.
3. Recreational motorcycling, roller skating, skateboarding, and/or any other types of similar recreational sports are prohibited. The Town is not liable for any injuries sustained by any person participating in a recreational activity within Cemetery property. Any activity that encroaches on individual lots or graves is prohibited.
4. Any person disturbing the quiet and/or order of the grounds by loud noise, speeding, or other improper or disorderly conduct, or who shall violate any of these rules, will be removed from the grounds and such person will be dealt with as provided by law. The entrance of any intoxicated person is prohibited.
5. No person shall remove, cut, break or mark any tree or shrub; or mark upon, deface, or injure any monument or structure on the grounds.
6. Gravestone repairs or rubbings require prior authorization of the Cemetery Commission or its designated agent. A copy of the Association for Gravestones Studies *Gravestone Rubbings Do's and Don'ts* will be provided.
7. Firearms shall not be discharged in the cemeteries, except for salutes at military funerals, Memorial Day, or Veterans Day.

II. Interments

1. Burial lots in the cemeteries shall be used for no other purpose than a place for the interment of the human dead including cremation remains.

2. No interment shall be made until the Cemetery Administrator or designee has been furnished with a burial permit and/or cremation certificate as required by law, together with a written order/interment form from the legal owner, or the legal representative of the right of burial in the lot in which interment is to be made. No grave shall be opened for interment or removal unless authorized by the Cemetery Commission and the area has been flagged by Cemetery personnel.
3. All interments shall be enclosed in a cement vault. Infants shall require an approved container. Cremations shall require an urn or other permanent approved container.
4. Lot usage: In lots (4' x 10') one full burial and one cremation or four cremations. In cremation lots (4' x 3'), two cremations are permitted.

III. Cemetery Lots

1. Cemetery personnel shall furnish, to those who desire to purchase rights of burial in lots or graves, information relative to the cost of the same and the conditions upon which interments may be made.
2. The owners of rights of burial, or their heirs, shall not sell the said exclusive right of burial other than to the Town of Harwich, as provided for under MGL Ch.114. Compensation will be no greater than the original purchase price.
3. Assignment of right of burial shall be arranged by first contacting the Cemetery Administrator. An assignment form needs to be completed, notarized and submitted to the Cemetery Administrator in order to ensure accurate recording of all assignments.
4. Upon the death of the title owner, a lot passes to heirs-at-law (MGL.Ch.114, s.29) unless specifically devised by will or trust (subject to Ch. 190, sec.3).
5. A full burial lot (minimum 4'x10') containing recorded remains may also accommodate one cremation burial, provided the cremation remains be that of an heir-at-law or family member of the prior interred remains and be so certified and approved by the Commission.
6. Burial lots for the interment of any indigent resident Veteran are provided at no cost and are set aside for burials of Veterans residing in the Town at the time of their entry into service and /or at the time of their death, verified by the Veterans Agent and subject to the approval of the Cemetery Commission.
7. Single grave space may be made available to the resident parents and without charge for the indigent, stillborn or very young infant within the Town at the time of death.

8. All work performed on graves or lots by the owners, or by their order, shall be performed only with prior authorization of Cemetery personnel in order to preserve as much as possible the natural appearance of cemeteries.
9. Maintenance of all plantings and maintenance and removal of holiday or special arrangements placed by a lot owner, or designee, is the responsibility of the lot owner, and the Cemetery Commission reserves the right to remove any planting that becomes unsightly. The Town of Harwich is not liable for items left at a grave, or damage to flowers, flags, containers, or monuments due to weather, vandalism, theft, or maintenance procedures.
10. Annual/perennial flowers must be planted at the base of a monument/marker so as to not interfere with maintenance department procedures
11. Fences, borders, curbing, hedges, trees, rampant-growing plantings and crushed stone are prohibited. No signs or lettered wooden boards of any kind are permitted on a gravesite, unless prior approval by Cemetery Commission. Any bench or other structures need prior approval by Cemetery Commission before installation.
12. Masons, stonecutters and all workmen shall at all times be under the control of Cemetery Commission and must remove all rubbish and restore roads, avenues and paths damaged by their operations. The Town of Harwich will not be responsible for any errors made by any improper inscription on any memorial.
13. The Town reserves the right to correct any errors made in the description, transfer or conveyance of any interment rights or property, either by canceling such conveyance and substituting and conveying in lieu thereof interment property or burial rights of equal value and similar location as may be selected by Cemetery Commission.

IV. Markers, Headstones, Monuments

1. SINGLE LOT – 30"width (left to right) x 16" (front to back) and/or two flush markers.
2. CREMATION LOT – New Cremation Lot (4' x 3') maximum of 2 flush markers measuring 2' x 1' per marker or 1 marker not to exceed 2' x 2'.
3. MULTIPLE LOTS – Marker is not to exceed 50% of the width of lot with a base depth of 18" maximum and height of 48".
4. IN EXISTING CEMETERIES – Where family lots have been established, those families will be allowed to add memorials to duplicate the existing markers or headstones.

5. No markers, headstones, monuments, curbing or other structure will be permitted to be erected in the cemeteries without a sufficient foundation. All markers, headstones, monuments and other structures shall be made of granite, marble, slate, or other appropriate marker. All monuments are to be centered at the head of a lot or centered at the mid-line.
6. A marble or granite bench will be allowed on a lot as the *only* permanent, central, inscribed, memorial; therefore both a monument and a bench are not permitted.
7. The Cemetery Administrator is required to have written notification prior to any foundation work/memorials placement, with all information outlined and submitted on a Cemetery Department Monument Permit Order. Prior to the initiation of any monument work, the lot must be marked/flagged by Cemetery Department personnel. Monuments are required to be set in such manner that they will not conflict with the alignment of neighboring monuments.
8. Monuments and other structures that are not in compliance with these Rules and Regulations are subject to removal by the Commission without notice.

V. Administration

Under the administrative direction of the Town Administrator and the policy direction of the Cemetery Commissioners, the Cemetery Administrator shall have overall responsibility for the proper administration of Town Cemeteries in accordance with these rules and regulations and applicable Federal and State laws. The Town of Harwich Home Rule Charter and MGL Ch. 114 establish the Cemetery Commission and the appointment of members. Duties of the Cemetery Commissioners are proscribed under MGL Ch. 114 S23 and the Town of Harwich Home Rule Charter, S 7-15-2.

VI. Active Cemeteries (*Burial space available*)

Evergreen Cemetery, Route 137 and Cemetery Road, East Harwich

Island Pond Cemetery, Harwich Center (Cremation only)

Mount Pleasant Cemetery, South Street, Harwich Port

Kelley Cemetery, Off Main Street, North Harwich

South Harwich Cemetery, Chatham Road, South Harwich

Pine Grove Cemetery, Pine Grove Road, West Harwich

VII. Inactive Cemeteries (*No burial lots available for sale*)

Bank Street Burial Ground, Bank Street, near Long Road

Baptist Church Cemetery, Depot Street, West Harwich

Congregational Church Cemetery, Harwich Center, near church

Herring River, West Harwich, Herring River, West Harwich

Hawks Nest Cemetery, corner of Spruce and Walker Roads, East Harwich

Lothrop Cemetery, Off Lothrop Ave, West Harwich

Methodist Church Cemetery, corner Queen Anne Rd. & Church Street, East Harwich

North Harwich Cemetery, corner Depot St. & Old Chatham Rd., North Harwich

Old Methodist Cemetery, Queen Anne Rd., East Harwich

Old Smith Cemetery, Bells Neck Road, West Harwich

Ryder Cemetery, Route 39 near water tower, Harwich

(Updated April 15, 2006 by the Cemetery Commission. Approved at Annual Town Meeting May 1, 2006.)

By request of the Cemetery Commission.

THE FINANCE COMMITTEE RECOMMENDS THAT THIS ARTICLE BE ACCEPTED AND ADOPTED. VOTE: YES-8, NO-1.

MOTION: (Peter Hughes, Vice Chairman-Finance Committee) I move that this article be accepted and adopted and to amend 1 Rules 2. by deleting the word “and”.

Duly seconded

ACTION: It was a unanimous vote, so declared.

PROMOTE THE TOWN OF HARWICH

ARTICLE 63 To see if the Town will vote to raise and appropriate a sufficient sum of money for the Harwich Chamber of Commerce to promote the Town and its businesses and to advance economic development initiatives for and with the Town of Harwich. Said monies to be used to manage and fulfill year-round visitor/resident/business information services, to promote and market the Town, to generate and initiate materials and activities that encourage the establishment, growth and sustainability of businesses in Harwich, and to implement economic development objectives and activities in partnership with the Town, and to act fully thereon. By Petition. Estimated cost: \$19,000.

FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED IN THE AMOUNT OF \$19,000 AND FUNDED BY FREE CASH.

VOTE: YES-6, NO-1, ABSTAIN-2.

MOTION: (Peter Hughes, Vice Chairman-Finance Committee) I move that this article be accepted and adopted and that \$19,000 be transferred from Free Cash for this purpose.

Duly seconded

ACTION: It is a vote

FUND RECONSTRUCTION OF MCGUERTY ROAD

ARTICLE 64 To see if the Town will vote to raise and appropriate, transfer from available funds or borrow a sufficient sum of money to repair McGuerty Road, subject to repayment through the use of a private way betterment assessment program, and to act fully thereon. By Petition. Estimated Cost: \$ _____.

THE FINANCE COMMITTEE RECOMMENDS THAT THIS ARTICLE BE ACCEPTED AND ADOPTED. VOTE: YES-9, NO-0.

MOTION: (Peter Hughes, Vice Chairman-Finance Committee) I move that \$162,000 is appropriated to repair McGuerty Road, subject to repayment through the use of a private way betterment assessment program; that to meet this appropriation, the Treasurer with the approval of the Board of Selectmen is authorized to borrow \$162,000 under G.L. c.44 or any other enabling authority; and that the Board of Selectmen is authorized to take any other action necessary to carry out this project.

Duly seconded

ACTION: This article required a 2/3 majority vote to pass, it was a unanimous vote, so declared

CHASE AND HARWICHPORT LIBRARIES

ARTICLE 65 To see if the Town will vote to raise and appropriate or transfer from available funds the sum of \$20,000 to help defray the expenses of the Chase Library and Harwich Port Library, and to act fully thereon. Said funds will be expended under the direction of the Chase Library and the Harwich Port Library Trustees. By Petition. Estimated cost: \$20,000.

THE FINANCE COMMITTEE RECOMMENDS THAT THIS ARTICLE BE ACCEPTED AND ADOPTED. VOTE: YES-5, NO-4.

MOTION: (Peter Hughes, Vice Chairman-Finance Committee) I move that this article be accepted and adopted and that \$20,000 be transferred from Free Cash for this purpose.

Duly seconded

ACTION: It is a vote.

FUND RE-GRADE OF COUNCIL ON AGING OUTREACH WORKER

ARTICLE 66 To see if the Town will vote to raise and appropriate, or transfer from available funds a sufficient sum of money for the purpose of funding the re-grade of the Council on Aging Outreach Worker to: Council on Aging Social Worker, and to act fully thereon. By Petition. Estimated cost: \$ 12,620.51

FINANCE COMMITTEE RECOMMENDS THAT THIS ARTICLE BE INDEFINITELY POSTPONED. THESE INCREASES ARE LARGE AND THIS IS NOT THE APPROPRIATE WAY TO MANAGE TOWN STAFFING AND COMPENSATION. THIS IS THE RIGHTFUL RESPONSIBILITY OF THE TOWN ADMINISTRATOR, SELECTMEN AND DEPARTMENT HEADS.VOTE: YES-9, NO-0.

MOTION: (Peter Hughes, Vice Chairman-Finance Committee) I move that this article be indefinitely postponed.

Duly seconded

ACTION: The article is indefinitely postponed.

FUND RE-GRADE OF COUNCIL ON AGING PRINCIPAL CLERK
ARTICLE 67 To see if the Town will vote to raise and appropriate, or transfer from available funds a sufficient sum of money for the purpose of funding the re-grade of the Council on Aging Principal Clerk to Senior Administrative Assistant (COA), and to act fully thereon. By Petition. Estimated cost: \$3,612.98

FINANCE COMMITTEE RECOMMENDS THAT THIS ARTICLE BE INDEFINITELY POSTPONED. THESE INCREASES ARE LARGE AND THIS IS NOT THE APPROPRIATE WAY TO MANAGE TOWN STAFFING AND COMPENSATION. THIS IS THE RIGHTFUL RESPONSIBILITY OF THE TOWN ADMINISTRATOR, SELECTMEN AND DEPARTMENT HEADS. VOTE: YES-9, NO-0.

MOTION: (Peter Hughes, Vice Chairman-Finance Committee) I move that this article be indefinitely postponed.

Duly seconded

ACTION: The article is indefinitely postponed.

RE-NAME PORTION OF FACTORY ROAD
ARTICLE 68 To see if the Town will vote to change the name of one of the Factory Roads in the Town of Harwich. By Petition.

FINANCE COMMITTEE RECOMMENDS THAT THIS ARTICLE BE INDEFINITELY POSTPONED. TOWN COUNSEL HAS ADVISED THAT THE PLANNING BOARD MAINTAINS SOLE JURISDICTION OVER RE-NAMING TOWN ROADS, STREETS AND WAYS. VOTE: YES-8, NO-1.

MOTION: (Peter Hughes, Vice Chairman-Finance Committee) I move that this article be indefinitely postponed.

Duly seconded

ACTION: The article is indefinitely postponed.

VOTE TO RESCIND AUTHORIZED DEBT

ARTICLE 69 To see if the Town will vote to rescind previously authorized debt of \$125.00 (Article 45 of the May 2009 Annual Town Meeting) for the Old Post Road Betterment, and to act fully thereon. By request of the Town Accountant.

FINANCE COMMITTEE RECOMMENDS THAT THIS ARTICLE BE ACCEPTED AND ADOPTED. VOTE: YES-9, NO-0.

MOTION: (Peter Hughes, Vice Chairman-Finance Committee) I move that this article be accepted and adopted.

Duly seconded

ACTION: It is a vote.

COMPENSATING BALANCE AGREEMENT

ARTICLE 70 To see if the Town will vote to authorize its Treasurer to enter into a compensating balance agreement or agreements with banking institutions for fiscal year 2011 pursuant to Chapter 44, Section 53F of the General Laws and to act fully thereon. Customary Article.

FINANCE COMMITTEE RECOMMENDS THAT THIS ARTICLE BE ACCEPTED AND ADOPTED. VOTE: YES-9, NO-0.

MOTION: (Peter Hughes, Vice Chairman-Finance Committee) I move that this article be accepted and adopted as amended by deleting “fiscal year 2011” and inserting “fiscal year 2012”.

Duly seconded

ACTION: It is a vote.

At this time, Robin D. Wilkins was recognized for years of service to the Town of Harwich as a member of the Board of Selectmen.

Followed by: Michael D. Ford, Esq. Moderator making the following appointments:

TOWN MODERATOR APPOINTMENTS ANNUAL TOWN MEETING – MAY 2, 2011

I hereby appoint Paul V. Doane to a three year term as a Trustee of the Caleb Chase Fund.

I hereby appoint Geoff Larsen, Building Inspector, as Surveyor of Wood and Lumber.

I reserve the right to make all other appoints at a later time.

Dated: May 2, 2011

s/Michael D. Ford, Esq.
Town Moderator

LIABILITY TIDAL/NON-TIDAL RIVERS

ARTICLE 71 To see if the Town will assume the liability in the manner provided by Section 29 of Chapter 91 of the General Laws as amended by Chapter 516 and 524, Acts of 1950, for all damages that may be incurred by work to be performed by the Department of Public Works of Massachusetts, for improvement, development, maintenance and protection of tidal and non-tidal rivers, streams, harbors, tide waters, foreshore and shores along a public beach outside of Boston Harbor, including the Merrimack and Connecticut Rivers in accordance with Section 11 of Chapter 91 of the General Laws and to authorize the Selectmen to execute and deliver a bond of indemnity to the Commonwealth and to act fully thereon. Customary Article.

FINANCE COMMITTEE RECOMMENDS THAT THIS ARTICLE BE ACCEPTED AND ADOPTED. VOTE: YES-9, NO-0.

MOTION: (Peter Hughes, Vice Chairman-Finance Committee) I move that this article be accepted and adopted.

Duly seconded

ACTION: It is a vote.

HERRING FISHERIES

ARTICLE 72 To see what action the Town will take in regard to the Herring Fisheries and to act fully thereon. Customary Article.

FINANCE COMMITTEE RECOMMENDS THAT THIS ARTICLE BE ACCEPTED AND ADOPTED. VOTE: YES-9, NO-0.

MOTION: (Peter Hughes, Vice Chairman-Finance Committee) I move that this article be accepted and adopted.

Duly seconded

ACTION: Motion carried

At 9:20 a motion was made and seconded to adjourn the Annual Town Meeting.

**THE FOLLOWING ARTICLES WERE PASSED AT THE
ANNUAL TOWN MEETING
MAY 2, 2011**

CUSTOMARY ARTICLES

Article 1	Town Officers and Committees
Article 2	Reports of Town Officers and Committees
Article 71	Liability Tidal/Non Tidal Rivers
Article 72	Herring Fisheries

CAPITAL PLAN

Article 8	Capital Plan Adoption
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AMEND GENERAL BY-LAWS

Article 42	Demolition Delay – Proposed By-Law Amendment
Article 43	Second Hand Dealers and Collectors By-Law

TOWN CHARTER -AMENDMENTS

Article 41	Home Rule Charter Amendment – Regional School District
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CEMETERY

Article 61	South Harwich Cemetery Land Swap
Article 62	Cemetery Rules and Regulations

MISCELLANEOUS

Article 44	Create a Community Center Revolving Account
Article 46	Create New Golf Revolving Fund
Article 47	Annual Authorization of the Recreation and Youth Revolving Fund
Article 48	Annual Authorization of the Council on Aging Revolving Fund
Article 69	Rescind Authorized Debt
Article 70	Compensating Balance Agreement

AMEND PERSONAL BY-LAW

Article 49	Amend Personnel By-Law
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**APPROPRIATIONS VOTED UNDER ARTICLES
ANNUAL TOWN MEETING
MAY 2, 2011**

FROM TAX LEVY

Article 5	Budget	\$46,140,019.00
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TRANSFERRED FROM FREE CASH

Article 5	Budget	60,000.00
Article 7	Maintain, Update, and/or Certify Real/Personal Property Valuation	27,100.00
Article 9	Fund Phase III of the Town Hall HVAC Project (boiler)	100,000.00
Article 11	Replace Mobile and Portable Radios for Fire and Police	118,595.00
Article 12	Fund Highway Paving and Sidewalks	145,000.00
Article 13	Fund Highway Department Vehicle Replacement	210,000.00
Article 14	Fund Bike Trail Root Control and Paving	50,000.00
Article 15	Fund Pleasant Road Beach Restrooms	100,000.00
Article 16	Add to Dredging Reserve Fund to Dredge Various Entrance Channels	82,000.00
Article 19	Supplemental Funds for Drainage Wetlands Projects	120,000.00
Article 20	Replace Wixon Dock	45,000.00
Article 38	Brooks Library Lighting System Repairs	60,000.00
Article 39	Brooks Library Parking Lot Modifications and Lighting	29,000.00
Article 40	Fund Diagnostic Feasibility Study of Hinckley and Seymour Ponds	30,000.00
Article 60	Memorial Tree and Landscaping Fund for Evergreen Cemetery	10,000.00
Article 63	Promote the Town of Harwich	19,000.00
Article 65	Defray Expenses of Chase and Harwich Port Libraries	20,000.00

FROM OTHER AVAILABLE FUNDS

Article 5	Budget	
Article 16	Add to Dredging Reserve Fund to Dredge Various Entrance Channels	

BORROWING

Article 64	Fund Reconstruction of McGuerty Road	162,000.00
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BALLOT QUESTIONS – DEBIT EXCLUSION

Article 10	Fire Department Pumper and Refurbishment Program	525,000.00
Article 17	Allen Harbor Basin Dredging	2,900,000.00

BALLOT QUESTIONS – CAPITAL EXCLUSION

Article 24	Additional funding for Completion of the Town's Comprehensive Wastewater Management Plan	100,000.00
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COMMUNITY PRESERVATION FUNDS

Article 26	Reserve for Future Appropriation Amounts from FY 2011 Community Preservation Fund Estimated Annual Revenues	62,226.00 137,226.00
Article 27	Preserve Restore Historic Stained Glass Windows at First Congregational	34,000.00
Article 28	Preserve Restore Historic Harwich Outbuildings: Powder House and Outhouse	10,000.00
Article 29	Preserve Restore the Historic Harwich Port Library	22,000.00
Article 30	Preserve Restore the Historic Chase Library	9,000.00
Article 32	Multi-Purpose Biking/Pedestrian Path	23,000.00
Article 33	Brooks Park Expansion Plan – Phase I Design	10,000.00
Article 34	Fund Administrative Costs of the Community Preservation Committee	25,000.00

WATER ENTERPRISE FUND

Article 5	Budget	469,035.00
Article 6	Water Operating Budget (Department Receipts) (Budgeted surplus)	2,857,357.00 558,511.00

THE FOLLOWING ARTICLE WERE PASSED AT THE SPECIAL TOWN MEETING MAY 3, 2011

ZONING BY-LAW - AMENDMENTS

Article 23	Use Regulations By-Laws Amendments
Article 24	Special Permits Amendments

TOWN BY-LAWS - AMENDMENTS

Article 20	Amend Town By-Laws – Anti Noise Regulation
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TOWN CHARTER -AMENDMENTS

Article 19	Home Rule Charter Amendments – Chapter 9, Section 6 (Capital Outlay Plan)
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MISCELLANEOUS

Article 12	Wireless Lease Agreement for Lothrop Street and Rte 39 Water Storage Facilities
Article 13	Grant Utility Easement for Pleasant Lake Water Storage Facility
Article 17	Repeal of Article 48 of May, 2007 Annual Town Meeting – Portuguese Men's Club Affordable Rental Housing Program
Article 18	Allen/Saquatucket Harbors Parking Lot Lease
Article 22	Local Comprehensive Plan
Article 27	Lease or Purchase of Town-owned Land on Queen Anne Road

APPROPRIATIONS VOTED UNDER ARTICLES SPECIAL TOWN MEETING MAY 3, 2011

FROM TAX LEVY

Article 5	Fund HEA Equity Adjustment	\$55,000.00
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FROM FREE CASH

Article 3	Fund Police/Fire Claims Trust Fund	10,000.00
Article 4	Snow and Ice Deficit	37,284.00
Article 6	Saquatucket Harbor Engineering Study	50,000.00
Article 7	Route 137 Appraisals / Easements	20,000.00
Article 10	Lease/Purchase and Equip New Police Cruisers	114,705.00
Article 15	Stabilization Fund	75,000.00
Article 16	Supplement Annual Allocation of Mass Cultural Council for Local Cultural Council Grants	2,500.00

BORROWING

Article 14	Fund Repairs to the Route 39 Water Storage Tank	450,000.00
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COMMUNITY PRESERVATIONS FUNDS

Article 9	Acquisition of Tax Title Properties	50,000.00
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APPENDIX B

FY 2012 OPERATING BUDGET
Includes amendment #1

Line	DESCRIPTION	6/30/2010 Actual FY 2010	5/4/2011 Town Meeting Budget FY 2011	Amendment # 1	
				1/7/2011 TA Budget FY 2012	3/28/2011 BOS Budget FY 2012
1	Moderator S&W	300	300	300	300
2	Selectmen's S&W	7,448	7,500	7,500	7,500
3	Selectmen's Expense	5,785	5,900	6,500	6,500
	Sub-Total	13,233	13,400	14,000	14,000
4	Finance Committee S&W	3,396	2,500	3,300	3,300
5	Finance Committee Expense	363	420	450	450
	Sub-Total	3,759	2,920	3,750	3,750
6	Finance Committee Reserve Fund.	5,207	150,000	150,000	150,000
	Sub-Total	5,207	150,000	150,000	150,000
7	Accountant's S&W	209,747	211,586	214,702	214,702
8	Accountant's Expense	1,619	1,000	850	850
9	Audit	36,000	36,000	36,000	36,000
	Sub-Total	247,366	248,586	251,552	251,552
10	Assessors' S&W	218,666	228,769	233,473	233,473

FY 2012 OPERATING BUDGET**Includes amendment #1**

Line	DESCRIPTION	Amendment # 1			
		6/30/2010	5/4/2011	1/7/2011	3/28/2011
		Actual	Town Meeting	TA	BOS
		FY 2010	Budget	Budget	Budget
11	Assessors' Expense	18,389	19,150	19,151	19,151
	Sub-Total	237,055	247,919	252,624	252,624
12	Postage	54,691	46,000	55,000	55,000
	Sub-Total	54,691	46,000	55,000	55,000
13	Treasurer/Tax Collector S&W	235,737	235,737	231,231	231,231
14	Treasurer/Tax Collector Expense	79,381	96,388	111,405	111,405
15	Treasurer Bonding/Tax Title	-	20,000	-	-
	Sub-Total	315,118	352,125	342,636	342,636
16	Medicare Town Share				
		310,202	329,588	332,335	332,335
		310,202	329,588	332,335	332,335
17	Town Hall S&W	309,966	311,994	312,668	312,668
18	Town Hall Expense	83,877	102,932	71,044	71,044
19	Town Hall Capital Outlay	51,374	5,000	5,000	5,000
	Sub-Total	445,216	419,926	388,712	388,712
20	Legal Services	139,257	140,000	180,000	180,000

21	Claims & Suits	-	400	400	-
22	Land Transactions	-	400	400	-
	Sub-Total	139,257	140,400	180,400	180,400
23-a	Information Tech& CH 18 S & W	157,621	171,264	191,557	191,557
23-b	Info Tech& CH 18 Expenses	103,173	137,659	143,709	143,709
23-c	Sub-Total	260,793	308,923	335,266	335,266
24	Constable Salaries	375	375	680	680
25	Clerk's S&W	170,172	177,389	172,739	172,739
26	Clerk's Expense	19,460	32,028	25,598	25,598
	Sub-Total	189,632	209,417	198,337	198,337
27	Conservation Commission S&W	50,636	50,797	52,266	52,266
28	Conservation Commission Expense	5,192	4,663	4,663	4,663
	Sub-Total	55,828	55,460	56,929	56,929
29	Town Planner S&W	104,152	113,319	117,914	117,914
30	Town Planner Expense	1,748	2,187	2,227	2,227
	Sub-Total	105,900	115,506	120,141	120,141
31	Planning Board S&W	1,285	2,000	2,000	2,000
32	Planning Board Expense	500	460	510	510
	Sub-Total	1,784	2,460	2,510	2,510

FY 2012 OPERATING BUDGET		Amendment # 1			
Includes amendment #1					
Line	DESCRIPTION	6/30/2010 Actual FY 2010	5/4/2011 Town Meeting Budget FY 2011	1/7/2011 TA Budget FY 2012	3/28/2011 BOS Budget FY 2012
33	Board of Appeals S&W	4,517	5,100	5,100	5,100
34a	Board of Appeals Expense.	215	360	360	360
	Sub-Total	4,732	5,460	5,460	5,460
34b	Agricultural Committee	-	-	1,000	1,000
	Sub-Total			1,000	1,000
35	Repairs to Public Buildings	-	13,867	13,868	6,073
36	Town & Finance Committee Reports	12,999	13,000	9,920	9,920
37	Miscellaneous Printing.	-	-	-	-
38	Advertising	3,500	3,500	3,500	3,500
39	Telephone	47,439	48,900	41,000	41,000
	Sub-Total	63,938	79,267	68,288	60,493
40	Police Dept S&W	2,633,510	2,674,408	2,712,082	2,712,082
41	Police Dept Expense	271,206	270,000	288,208	288,208
42	Police Dept Capital Outlay	-	88,500	114,705	-
	Sub-Total	2,904,716	3,032,908	3,114,995	3,000,290
43	Fire Dept S&W	2,689,922	2,701,618	2,757,339	2,757,339
44	Fire Dept Expense	217,693	186,237	190,180	190,180

45	Fire Capital Outlay	-	-	31,245	31,245
46	Emergency Medical Services O/T	100,680	100,000	100,000	100,000
47	Emergency Medical Services Expenses.	74,334	70,000	80,827	80,827
	Sub-Total	3,082,629	3,057,855	3,159,591	3,159,591
48a	Emer. Telecom. S&W	550,136	566,075	574,308	574,308
48b	Emer. Telecom. Expenses	10,153	105,028	119,534	119,534
	Sub-Total	560,289	671,103	693,842	693,842
49	Building Inspection S&W	211,110	222,605	231,930	231,930
50	Building Inspection Expense	8,045	8,341	8,341	8,341
51	Building Capital Outlay	-	-	-	-
	Sub-Total	219,156	230,946	240,271	240,271
52	Emerg. Mgt S&W		5,000	5,000	5,000
	Emerg Mgt. Expense	12,916	9,365	9,365	9,365
53	Emergency Management Expense	12,916	14,365	14,365	14,365
54	Animal Control S&W	49,783	52,174	52,342	52,342
55	Animal Control Expense	7,494	13,602	13,734	13,734
	Sub-Total	57,277	65,776	66,076	66,076
56a	Natural Resources S&W		81,274	81,274	81,274
56b	Natural Resources Expense	103,498	27,650	27,650	27,650
	Sub-Total	103,498	108,924	108,924	108,924

<u>FY 2012 OPERATING BUDGET</u>				
<u>Includes amendment #1</u>				
Line	DESCRIPTION	6/30/2010 Actual FY 2010	5/4/2011 Town Meeting Budget FY 2011	Amendment # 1 1/7/2011 TA Budget FY 2012 3/28/2011 BOS Budget FY 2012
57	Pleasant Bay Alliance Expense	<u>17,040</u>	<u>16,855</u>	<u>16,855</u>
<u>Schools</u>				
58	Cape Cod Reg Tech High School	789,972	940,122	1,020,684
59	Harwich Public Schools	14,730,053	15,056,596	14,934,096
	Sub-Total	15,520,025	15,996,718	15,954,780
60	Town Engineer's Dept S&W	154,633	150,000	152,107
61	Town Engineer's Dept Expense	<u>3,113</u>	<u>4,500</u>	<u>4,058</u>
	Sub-Total	3,113	154,500	156,165
62	Highways and Maintenance S&W	1,895,918	1,956,801	2,015,420
63	Highways and Maintenance Expense	1,466,190	1,428,102	1,495,500
64	Hot Mix, Oil,& Improve Town Rds.	-	-	-
65	Hwy Snow Removal Wages	25,000	40,000	40,000
66	Hwy Snow Removal Materials	30,000	50,000	50,000
67	Hwy Snow Removal Equipment	<u>45,000</u>	<u>45,000</u>	<u>45,000</u>
	Sub-Total	3,462,108	3,519,903	3,645,920
68	Street Lights	<u>84,352</u>	<u>82,400</u>	<u>74,230</u>

69	Cemetery S&W	41,596	42,558	43,615	43,615
70	Cemetery Expense	1,641	2,130	2,425	2,425
	Sub-Total	43,237	44,688	46,040	46,040
71	Board of Health S&W	243,504	248,515	250,253	250,253
72	Board of Health Expense	14,344	16,320	15,915	15,915
73	Flax Pond Monitoring	-	-	-	-
	Sub-Total	257,847	264,835	266,168	266,168
74	Community Center Comm S&W	113,973	110,500	116,966	116,966
75	Community Center Comm Exp.	132,148	133,196	126,264	126,264
	Sub-Total	246,121	243,696	243,230	243,230
76	Council on Aging S&W	224,020	227,153	228,913	228,913
77	Council on Aging Expense	47,220	49,309	51,527	51,527
	Sub-Total	271,240	276,462	280,440	280,440
78	Youth Counselor S&W	65,003	65,653	66,604	66,604
79	Youth Counselor Expense	3,740	3,700	3,800	3,800
	Sub-Total	68,743	69,353	70,404	70,404
80	Veterans' Services Expense	47,873	28,000	30,100	30,100
81	Veterans' Benefits	32,873	15,000	15,000	15,000
	Sub-Total	80,745	43,000	45,100	45,100
82	Disability Rights Committee Expense	330	300	300	300
	Sub-Total	330	300	300	300

FY 2012 OPERATING BUDGET				
Includes amendment #1				
Line	DESCRIPTION	6/30/2010 Actual FY 2010	5/4/2011 Town Meeting Budget FY 2011	Amendment # 1 1/7/2011 TA Budget FY 2012
83	Jim Noonan Human Services	76,500	76,500	76,500
84	Brooks Library S&W	417,396	431,627	411,656
85	Brooks Library Expense	212,968	232,161	232,969
	Sub-Total	630,363	663,788	644,625
86	Recreation & Youth Seasonal Help	176,704	154,802	155,000
87	Recreation and Youth S&W.	166,240	170,839	172,750
88	Recreation and Youth Expense.	57,066	54,030	50,530
89	Aid to Various Programs			
	Sub-Total	400,010	379,671	378,280
91	Harbormaster/Natural Resources S&W	190,579	190,283	198,899
92	Harbormaster Expense	89,963	87,550	88,810
93	Harbormaster Capital Outlay	8,000	2,500	4,500
	Sub-Total	288,542	280,333	292,209
94	Brooks Museum Commission Expense	11,508	11,508	12,064
	Sub-Total	11,508	11,508	12,064

95	Historical Commission S&W	-	1,500	1,000	1,000
96	Historical Commission Expense	474	1,000	1,000	1,000
	Sub-Total	474	2,500	2,000	2,000
97	Memorial & Veterans' Day	1,379	2,900	2,900	2,900
98	Golf Operations & Maintenance S&W	693,579	694,483	702,199	702,199
99	Golf Operations & Maintenance Expense	533,602	563,196	556,219	556,219
100	Golf Capital	24,000	24,000	24,000	24,000
	Sub-Total	1,251,181	1,281,679	1,282,418	1,282,418
101	Total Departmental Budgets (Excludes Medicare, HPS & CCRTHS)	17,366,757	16,995,191	17,416,497	17,238,997
102	Total Debt SERVICE (PRIN & INT)	5,008,142	4,581,020	4,580,240	4,580,240
103	Barnstable County Retirement	2,134,021	2,376,863	2,495,764	2,495,764
104	Special Retirement Pension	3,551	3,552	3,552	3,552
105	Unemployment Compensation	145,059	50,000	50,000	50,000
106	Group Health Insurance/ Life	5,065,700	6,159,074	6,710,638	6,710,638
107	Insurance, General	414,863	512,929	483,077	483,077
108	Insurance Deductibles/Exclusions.	15,225	6,913	15,000	15,000
	Sub-Total	7,778,419	9,109,331	9,758,031	9,813,031
109	Total Town Budget w/o HPS & CCRTHS	30,153,318	30,825,854	31,754,768	31,632,268
110	Including HPS & CCRTHS	\$ 44,883,372	\$ 47,152,160	\$ 48,394,628	\$ 47,864,384

**COMMONWEALTH OF MASSACHUSETTS
TOWN OF HARWICH
ANNUAL ELECTION BALLOT
MAY 17, 2011**

BARNSTABLE , ss:

To either of the Constables of the Town of Harwich in said County,

Greetings:

In the name of the Commonwealth of Massachusetts you are hereby directed to notify and warn the inhabitants of said Town qualified to vote in elections and Town affairs to meet in the Community Center Gymnasium, 100 Oak Street, in said Town on Tuesday, May 17 2011, then and there to act on the following ballot:

POLLS WILL BE OPEN AT 7:00 A.M. and CLOSE AT 8:00 P.M.

To choose on one (1) ballot the following Town Officers and Committees: two (2) Selectmen for three (3) years; two (2) School Committee Members for three (3) years; four (4) Regional School Committee Members – two for a three (3) year term, one for a two (2) year term, and one for a one (1) year term, in accordance with the regional school committee agreement; one (1) Water Commissioner for three (3) years; two (2) Library Trustees for three (3) years; one (1) Housing Authority Member for five (5) years.

BALLOT QUESTIONS

1. “Shall the Town of Harwich be allowed to assess an additional \$525,000 in real estate and personal property taxes to purchase and equip one [1] new fire pumper and to refurbish one [1] 1987 Pierce fire pumper and all costs incidental for the fiscal year beginning July 1, 2011?”

YES_____ NO_____

2. “Shall the Town be allowed to assess an additional \$82,499 in real estate and personal property taxes for the purpose of hiring one [1] Facilities Maintenance Manager for the fiscal year beginning July 1, 2011?”.

YES_____ NO_____

3. "Shall the Town of Harwich be allowed to assess an additional \$100,000 in real estate and personal property taxes for the purpose of continuing the Comprehensive Wastewater Management Plan to address Federal and State imposed nitrogen limits for the fiscal year beginning July 1, 2011?"

YES_____ NO_____

4. "Shall the Town of Harwich be allowed to exempt from the provisions of Proposition 2 ½, so called, the amounts required to pay for the bond issued in order to dredge Allen Harbor as outlined in Article 17 of the May, 2011 Annual Town Meeting Warrant?"

YES_____ NO_____

5. "Shall the Town of Harwich be allowed to exempt from the provisions of Proposition 2 ½, so called, the amounts required to pay for the bond issued in order to expand the Cranberry Valley Golf Course septic system as outlined in Article 8 of the May, 2011 Special Town Meeting Warrant, for which monies from this assessment will be used for the fiscal year beginning July 1, 2011?"

YES_____ NO_____

Hereof fail not and make return of this warrant with your doings thereon at the time and place of said voting.

Given under our hands this 28th day of March 2011.

s/Angelo S. LaMantia
s/Larry Ballantine
s/Linda A. Cebula
s/Edward J. McManus
s/Robin D. Wilkins
Harwich Board of Selectmen

Date: April 13, 2011

By virtue of this Warrant I have this day notified and warned the inhabitants of the Town of Harwich, qualified to vote in elections and town affairs, to meet in the Community Center, 100 Oak Street in said Town on Tuesday, May 17, 2011 at the time and place for the purpose herein named by posting up attested copies thereon in the four (4) Post Office buildings and in Town Hall in the Town of Harwich, which covers all four precincts, at least seven (14) days before the time of said meeting as within directed.

s/Gerald Beltis
Constable

The following persons will report to the Town Clerk at the Harwich Community Center Gymnasium, to sworn in as and Election Officer at 6:45 AM.

	PRECINCT I	PRECINCT II
Warden	Ray Gottwald	Susan Weinstein
Clerk:	Philip Gaudet	Ann Kaplan
Insp.Ck In:	Judy Davis	Lee Chase
Insp.Ck Out:	Janet Silverio	Mary Egan

	PRECINCT III	PRECINCT IV
Warden:	Johanne Arneman	Sandra Hall
Clerk:	Dorothy Harrington	Hilda Dagenais
Insp. Ck In:	Sheila Bowen	Evelyn Robinson
Insp. Ck Out:	Susan Mills	Virginia Burke

The following election officers will report to the Town Clerk at the Community Center Gymnasium at 11:45AM until 6:00PM or 2:00PM and work until the close of the polls.

	PRECINCT I	PRECINCT II
Dep. Warden:	Ray Gottwald	Ursula Corbet
Dep. Clerk	Barbara Madson	David Bassett
Dep.Insp.In:	Judy Davis	Janet Bowers
Dep.Insp.Out:	Joyce Bearse	Mary Clarke

	PRECINCT III	PRECINCT IV
Dep. Warden:	Donna Eaton	Wil Remillard
Dep. Clerk		Philip Gaudet
Dep.Insp.In:	Sheila Bowen	Catherine Sacramone
Dep.Insp.Out:	Susan Mills	Janet Kaiser

Precinct I, Precinct II, Precinct III, and Precinct IV ballot boxes were examined by the Town Clerk and the Wardens of each precinct. Each ballot box was found to register "zero". The Town Clerk read the Warrant and Return of Warrant. At 7:00 A.M. the polls were then declared open.

The voters were directed to their respective precinct polling places in the Community Center gymnasium. Voting proceeded until 8:00 P.M. at which time, with no voters in sight or waiting to vote, the Town Clerk declared the polls closed. The ballot boxes were checked and registered a total of 1,507 included 60 absentee ballots. The voting list of each precinct showed the same number of names checked as ballots cast.

These ballots were cast by Precincts as follows:

Precinct I 448 including 17 absentee votes

Precinct II 414 including 16 absentee votes

Precinct III 383 including 13 absentee votes

Precinct IV 262, including 14 absentee votes

The Town Clerk, Anita N. Doucette, announced the results on May 17, 2011 at 9:30 P.M as follows:

PRECINCTS: 1 2 3 4 Total

BOARD OF SELECTMEN - three (3) year term

(vote for not more than two)

Angelo S. LaMantia	322	262	256	153	993
Peter S. Hughes	323	327	297	216	1,163
Donald F. Howell write-in candidate	18	18	13	23	72
all others	0	8	6	5	19
blanks	233	213	194	127	767

SCHOOL COMMITTEE - three (3) year term

(vote for not more than two)

Polly E. Hemstock	328	291	280	203	1102
Koleen Kipperman -write-in candidate	9	12	13	8	42
Sharon Stout - write-in candidate	57	64	48	45	214
all others	4	5	0	3	12
blanks	498	456	425	265	1644

**REGIONAL SCHOOL COMMITTEE - two for a three (3) year term,
one for a two (2) year term, and one for a one (1) year term**

(vote for not more than four)

Edwin J. Jaworski	262	250	221	146	879
Sharon A. Stout	301	267	246	179	993
Robert T. Russell	261	243	212	146	862
Brian D. Widegren	276	274	266	165	981
Robin D. Wilkins	242	235	214	155	846
all others	2	5	6	3	16
blanks	448	382	367	254	1451

WATER COMMISSIONER - three (3) year term (vote for one)

Allin P. Thompson, Jr.	370	330	326	226	1252
all others	0	3	1	0	4
blanks	78	81	56	36	251

TRUSTEE, BROOKS FREE LIBRARY - three (3) year term**(vote for not more than two)**

JoAnne Brown	357	326	304	227	1,214
Mary V. Warde	335	295	292	204	1,126
all others	0	1	0	0	1
blanks	204	206	170	93	673

HOUSING AUTHORITY five (5) year term (vote for one)

Shannon W. McManus	314	267	272	202	1055
all others	2	6	3	0	11
blanks	132	141	108	60	441

QUESTION #1 Fire Department pumper and refurbishment program

YES	261	247	177	165	850
NO	179	155	202	94	630
blanks	8	12	4	3	27

QUESTION #2 Hire New Building Maintenance Manager

YES	161	143	93	91	488
NO	274	259	287	166	986
blanks	13	12	3	5	33

QUESTION # 3 Additional Funding Completion Town's Comprehensive Wastewater Mgt Plan

YES	289	264	209	168	930
NO	146	138	172	84	540
blanks	13	12	2	10	37

QUESTION #4 Allen Harbor Basin Dredging

YES	280	247	162	145	834
NO	152	152	212	110	626
blanks	16	15	9	7	47

QUESTION # 5 Cranberry Valley Septic System

YES	230	196	174	130	730
NO	203	208	203	127	741
blanks	15	10	6	5	36

**COMMONWEALTH OF MASSACHUSETTS
TOWN OF HARWICH
SPECIAL TOWN MEETING
NOVEMBER 7, 2011**

BARNSTABLE, ss:

To either of the Constables of the Town of Harwich in said county,

Greetings:

In the name of the Commonwealth of Massachusetts you are hereby directed to notify and warn the inhabitants of said Town qualified to vote in elections and Town affairs to meet in the Community Center Gymnasium, 100 Oak Street in said Town on Monday, November 7, 2011 at 7:00 P.M., then and there to act on the following articles:

Hereof fail not to make return of the Warrant with your doings thereon at the time and place of said meeting.

Given under our hands this 3rd day of October, 2011

s/ Larry G. Ballantine, Chairman

s/Linda A. Cebula, Vice Chairman

s/Peter S. Hughes, Clerk

s/Edward J. McManus

s/Angelo S. LaMantia

BOARD OF SELECTMEN

A true copy Attest:

s/David Robinson

Constable

October 11, 2011

By virtue of the Warrant I have this day notified and warned the inhabitants of the Town of Harwich, qualified to vote in elections and town affairs, to meet in the Community Center, 100 Oak Street in said Town on Monday, the 7th day of November, 2011 at the time and place for the purpose herein named by posting up attested copies thereon in the four (4) Post Office Buildings and in Town Hall in the Town of Harwich, which covers all four precincts, at least fourteen (14) days before the time of said meeting as within directed, and causing an attested copy thereof to be published in the Cape Cod Chronicle published in Barnstable County and having its circulation in the Town of Harwich.

s/ David Robinson
Constable

On Monday, November 7, 2011 the Moderator, Michael D. Ford, Esq., called the meeting to order at 7:00 PM when a quorum of 150 was met, having 244 registered voters in attendance. Before town business began, Town Clerk, Anita N. Doucette read the Warrant and Return of Warrant. The Harwich Special Town Meeting was held in the Community Center on 100 Oak Street, the Town Meeting began with:

**APPROVAL OF DEBT FOR THE NEW MONOMOY
REGIONAL HIGH SCHOOL – FEASIBILITY STUDY**

ARTICLE 1 To see if the Town will vote to approve the two million dollars (\$2,000,000) in borrowing authorized by the Monomoy Regional School District for the purpose of paying the costs of a feasibility study for the construction of a new school which will be named the Monomoy Regional High School, to be located on a parcel of land which is currently owned by the Town of Harwich and on which the current Harwich High School now exists. The address of the current Harwich High School is 75 Oak Street, Harwich, MA. The District may be eligible for a school construction grant from the Massachusetts School Building Authority (“MSBA”), said amount to be expended under the direction of the Monomoy Regional School Building Committee. The MSBA’s grant program is a non-entitlement, discretionary program based on need, as determined by the MSBA, and any Study costs the District incurs in excess of any grant approved by and received from the MSBA shall be the sole responsibility of the District and its member municipalities. Any grant that the District may receive from the MSBA for the Study shall be as set forth in the Feasibility Study Agreement that may be executed between the District and the MSBA.

**THE FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE
ACCEPTED AND ADOPTED. VOTE: YES-7, NO-0.**

“Explanation” of the Article and Motion submitted to the Harwich Town Meeting to approve the incurring of debt by the Region

The Monomoy Regional School Committee has voted, subject to the approval of Town Meetings in Chatham and Harwich, to incur debt in the amount of two million dollars in order to fund the costs related to a feasibility study (Phase 1 design, including the hiring of an Owner’s Project Manager and an architect and the development of a schematic design) for the construction of a new high school. Because it is the District rather than the Towns that will incur the debt, a simple majority vote at Town Meeting is sufficient. It is likely that the District will receive significant reimbursements from a grant provided by the Massachusetts School Building Authority (“MSBA”). Once the District begins

to make debt service payments on the bonds, which will be paid over the number of years for which the bonds are issued, each member Town will be assessed on a yearly basis its proportionate share of the debt service as provided for under the Regional Agreement. Each Town's share is based on a three-year rolling average of foundation student enrollment, which for Harwich is currently 72 percent. No appropriation by the Town is needed at this time. This vote by the Harwich Town Meeting is contingent upon the passage by the Town of a "debt exclusion override," which will exempt the Town's future shares of the principal and interest payments attributable to these bonds from the limitations on taxes imposed by so-called Proposition 2½.

MOTION: (Arthur (Skip) Patterson, Chairman-Finance Committee) I move that the Town hereby approves the two million dollars (\$2,000,000) in borrowing authorized by the Monomoy Regional School District for the purpose of paying all costs incidental or related to a feasibility study for the construction of a new school which will be named the Monomoy Regional High School, to be located on a parcel of land which is currently owned by the Town of Harwich and on which the current Harwich High School now exists. The address of the current Harwich High School is 75 Oak Street, Harwich, MA. The District may be eligible for a school construction grant from the Massachusetts School Building Authority ("MSBA"), said amount to be expended under the direction of the Monomoy Regional School Building Committee. The Town acknowledges that the MSBA's grant program is a non-entitlement, discretionary program based on need, as determined by the MSBA, and any Study costs the District incurs in excess of any grant approved by and received from the MSBA shall be the sole responsibility of the District and its member municipalities. Provided further that any grant that the District may receive from the MSBA for the Study shall be as set forth in the Feasibility Study Agreement that may be executed between the District and the MSBA; provided that any vote hereunder shall be subject to and contingent upon an affirmative vote of the Town to exempt its allocable share of the amounts required for the payment of interest and principal on said borrowing from the limitations on taxes imposed by M.G.L. 59, Section 21C (so-called Proposition 2 ½); and provided that the amount of borrowing authorized by the District shall be reduced by any grant amount set forth in the Feasibility Study Agreement that may be executed between the District and the MSBA.

Duly seconded

ACTION: This motion carried

ALLEN HARBOR PARKING LOT LEASE

ARTICLE 2 To see if the Town will vote to authorize the Selectmen to lease a portion of the Allen Harbor Parking Lot in Harwich Port for use during the off-season for boat storage purposes. Said lease to be for a term of up to five

(5) years, and on such other terms and conditions as the Selectmen deem appropriate, and to act fully thereon. By request of the Board of Selectmen and Harbormaster.

THE FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED. VOTE: YES-7, NO-0.

MOTION: (Arthur (Skip) Patterson, Chairman-Finance Committee) I move that this article be accepted and adopted.

Duly seconded

ACTION: It was a unanimous vote, so declared.

FIRE DEPARTMENT AMBULANCE

ARTICLE 3 To see if the Town will vote to raise and appropriate, borrow or transfer from available funds a sufficient sum of money to purchase and equip a new Type 3, Class 1, Advanced Life Support Emergency Medical Vehicle (Ambulance), and further the selectmen will determine the best use of the 2006 Fire Department Ambulance, (trade or use as a back-up), provided, however, that the appropriation authorized by this vote shall not take effect until the Town votes to exempt from the limitation on total taxes imposed by G.L. c.59, Sec. 21C (Proposition 2 ½) the amount required to pay for the capital outlay expenditure authorized by this vote, and to act fully thereon. By request of the Fire Chief. Estimated cost: \$185,000.

THE FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED AND MOTION TO AUTHORIZE THE SELECTMEN TO TRADE OR SELL THE 2006 FIRE DEPARTMENT AMBULANCE. VOTE: YES-8, NO-0.

MOTION: (Arthur (Skip) Patterson, Chairman-Finance Committee) I move that this article be accepted and adopted and that the Town raise and appropriate the sum of \$185,000 to purchase and equip a new Type 3, Class 1 Advanced Life Support Emergency Medical Vehicle (ambulance) and that the Board of Selectmen trade- in or sell the 2006 Fire Department ambulance upon registration of the new ambulance; provided, however, that the appropriation authorized by this vote shall not take effect until the Town votes to exempt from the limitation on total taxes imposed by G.L. c.59, Sec.21C (Proposition 2 ½) the amount required to pay for the capital outlay expenditure authorized by this vote.

Duly seconded

ACTION: It was a unanimous vote, so declared.

DIVISIONAL DIRECTORS JOB TITLE

ARTICLE 4 To see if the Town will vote to raise and appropriate or transfer from available funds a sufficient sum of money to fund the job title of Divisional Directors (2) in accordance with a reorganization of town departments, and to act fully thereon. By request of the Board of Selectmen. Estimated cost: \$15,000.

THE FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED. VOTE: YES-7, NO-1

MOTION: (Arthur (Skip) Patterson, Chairman-Finance Committee) I move that this article be accepted and adopted and that the sum of \$7,500 be raised and appropriated for this purpose.

Duly seconded

ACTION: This motion did not carry.

GOLF IMPROVEMENT FUND

ARTICLE 5 To see if the Town will vote to establish a new Capital revolving fund to be known as the "Golf Improvement Fund" at Cranberry Valley Golf Course pursuant to the provisions of Massachusetts General Laws Chapter 44, 53 E and ½ to be funded by a new fee on members for small capital improvements. Expenditures from this fund to be approved by the Director of Golf in the amount not to exceed \$50,000 per year and to act fully thereon. By request of the Golf Committee and Golf Director

THE FINANCE COMMITTEE HAS NO RECOMMENDATION PENDING FURTHER INFORMATION. VOTE: YES-8, NO-0.

MOTION: (Arthur (Skip) Patterson, Chairman-Finance Committee) I move that the article be accepted and adopted and that the Town establish a new revolving fund to be known as the "Golf Improvement Fund" for use at the Cranberry Valley Golf Course pursuant to the provisions of MGL c. 44 sec 53 E1/2. A separate fee will be collected in the amount of \$50 from each resident and non-resident member, which shall be in addition to their regular membership fee, and deposited into the Golf Improvement Fund. Expenditures from the fund shall not exceed \$50,000 for capital improvements, including future debt payments and shall be subject to the joint approval of the Harwich Golf Committee and the Director of Golf. As required by law, continuation of the Fund, requires approval by Town Meeting annually.

Duly seconded

A motion was made and seconded to terminate debate, this requires a ¾ majority vote to pass, this motion carried.

ACTION: This motion carried.

At 8:20pm on Monday, November 7, 2011, a motion was made and seconded to adjourn the Special Town Meeting.

**THE FOLLOWING ARTICLE WERE PASSED AT THE
SPECIAL TOWN MEETING
NOVEMBER 7, 2011**

ARTICLE 2. ALLEN HARBOR PARKING LOT LEASE
ARTICLE 5. GOLF IMPROVEMENT FUND

**APPRORIATIONS VOTED UNDER ARTICLES
SPECIAL TOWN MEETING
NOVEMBER 7, 2011**

DEBIT EXCLUSION

ARTICLE 1. APPROVAL OF DEBT FOR THE NEW MONOMOY
REGIONAL HIGH SCHOOL – FEASIBILITY STUDY \$2,000,000.00

CAPITAL EXCLUSION

ARTICLE 3. FIRE DEPARTMENT
 AMBULANCE \$185,000.00

BALLOT
COMMONWEALTH OF MASSACHUSETTS
TOWN OF HARWICH
SPECIAL ELECTION BALLOT
NOVEMBER 9, 2011

BARNSTABLE, ss:

To either of the Constables of the Town of Harwich in said County,

Greetings:

In the name of the Commonwealth of Massachusetts you are hereby directed to notify and warn the inhabitants of said Town qualified to vote in elections and Town affairs to meet in the Community Center Gymnasium, 100 Oak Street, in said Town on Wednesday, November 9, 2011, then and there to act on the following ballot:

POLLS WILL BE OPEN AT 7:00 A.M. and CLOSE AT 8:00 P.M.

BALLOT QUESTIONS

1. "Shall the Town of Harwich be allowed to exempt from the provisions of proposition two and one-half, so-called, the amounts required to pay the Town's allocable share of the bond issued by the Monomoy Regional School District for the purpose of paying costs of a feasibility study for the construction of a new school which will be named the Monomoy Regional High School, to be located on a parcel of land which is currently owned by the Town of Harwich and on which the current Harwich High School now exists (the address of the current Harwich High School is 75 Oak Street, Harwich, MA), including the payment of all costs incident or related thereto?"

YES_____ NO_____

2. "Shall the Town of Harwich be allowed to assess an additional \$185,000 in real estate and personal property taxes for the purpose of purchasing and equipping a new Type III, Class I, Advanced Life Support Emergency Medical Vehicle for the fiscal year beginning July 1, 2012?"

YES_____ NO_____

Here of fail not to make return of the Warrant with your doings thereon at the time and place of said meeting.

Given under our hands this 3rd day of October, 2011

s/Larry G. Ballantine, Chairman
s/Linda A. Cebula, Vice Chairman
s/Peter S. Hughes, Clerk
s/Edward J. McManus
s/Angelo S. LaMantia
BOARD OF SELECTMEN

A true copy Attest:
David Robinson
Constable

October 11, 2011

By virtue of this Warrant I have this day notified and warned the inhabitants of the Town of Harwich, qualified to vote in elections and town affairs, to meet in the Community Center Gymnasium, 100 Oak Street in said Town on Wednesday, November 9, 2011 at the time and place for the purpose herein named by posting up attested copies thereon in the four (4) Post Office buildings and in Town Hall in the Town of Harwich, which covers all four precincts, at least fourteen (14) days before the time of said meeting as within directed and causing an attested copy thereof to be published in the Cape Cod Chronicle published in Barnstable County and having its circulation in the Town of Harwich.

David Robinson
Constable

The following persons will report to the Town Clerk at the Harwich Community Center Gymnasium, to sworn in as and Election Officer at 6:45 AM.

	PRECINCT I	PRECINCT II
Warden	Susan Weinstein	Ursula Corbet
Clerk:	Hilda Dagenais	Ann Kaplan
Insp.Ck In:	Lee Chase	Janet Bowers
Insp.Ck Out:	Janet Silverio	Mary Egan
	PRECINCT III	PRECINCT IV
Warden:	Ray Gottwald	Arkaline Silverio
Clerk:	Edith Ruggles	Richard Bowers
Insp. Ck In:	Joyce Bearse	Sheila Bowen
Insp. Ck Out:	Susan Mills	Virginia Burke

The following election officers will report to the Town Clerk at the Community Center Gymnasium at 11:45AM until 6:00PM or 2:00PM and work until the close of the polls.

	PRECINCT I	PRECINCT II
Dep. Warden:	Richard Gomes	Ursula Corbet
Dep. Clerk	Shirley Knowles	Marjorie Frith
Dep.Insp.In:	Catherine Sacramone	Janet Bowers
Dep.Insp.Out:	Janet Silverio	Mary Clarke

	PRECINCT III	PRECINCT IV
Dep. Warden:	Ray Gottwald	Wil Remillard
Dep. Clerk	Edith Ruggles	Richard Bowers
Dep.Insp.In:	Judith Davis	Sheila Bowen
Dep.Insp.Out:	Susan Mills	Philip Gaudet

Precinct I, Precinct II, Precinct III, and Precinct IV ballot boxes were examined by the Town Clerk and the Wardens of each precinct. Each ballot box was found to register “zero”. The Town Clerk read the Warrant and Return of Warrant. At 7:00 A.M. the polls were then declared open.

The voters were directed to their respective precinct polling places in the Community Center gymnasium. Voting proceeded until 8:00 P.M. at which time, with no voters in sight or waiting to vote, the Town Clerk declared the polls closed. The ballot boxes were checked and registered a total of 738 included 36 absentee ballots. The voting list of each precinct showed the same number of names checked as ballots cast.

These ballots were cast by Precincts as follows:

Precinct I	223	including	13	absentee votes
Precinct II	231	including	8	absentee votes
Precinct III	157	including	11	absentee votes
Precinct IV	127	including	4	absentee votes

The Town Clerk, Anita N. Doucette, announced the results on November 9, 2011 at 8:20 P.M as follows:

	1	2	3	4	Total
QUESTION #1 SCHOOL					
YES	165	183	107	99	554
NO	57	48	50	28	183
BLANKS	1	0	0	0	1
QUESTION #2 FIRE AMBULANCE					
YES	157	180	102	106	545
NO	66	50	55	21	192
BLANKS	0	1	0	0	1

HUMAN SERVICES

Report of the **Council on Aging**

Mission Statement

“The Council on Aging provides comprehensive support for Harwich’s senior population, including services for socialization, information and referral, entertainment, health promotion and education. Through these services and as an advocate for seniors in the community and beyond, the COA enhances the quality of life for the Town’s seniors and their caregivers”.

Personnel

Director: Barbara-Anne Foley

Executive Assistant: Gale Crowell

Social Services Coordinator: Betsy Loomis

Town Nurse: Susan Jusell, R.N. (part time)

2 (Part time) Van Drivers: Dan Eldredge and Roy Eldredge

Grant Position Outreach Asst.: Beth McCormick (part time)

Grant Position: Volunteer Coordinator Patricia Switchenko (part time)

Chef (Aide to Programs) Linda St. Pierre

Per Diem Nurse: Jane Ryder

Per Diem Van Driver: Remi Thibodeau

It is an honor to work alongside these awesome dedicated, hard working, compassionate individuals.

Evidenced Based Programs

Harwich currently has COA staff and volunteers certified to teach both the “Chronic Disease Self Management Program” and “A Matter of Balance Program” 2 out of the 3 “Evidenced Based Programs for Older Adults”. These programs designed by Stanford University and Maine Health respectively, give seniors the tools they need to take charge of their health and ultimately their life. The “evidenced based “ part of the program simply means by testing prior to the course and re-testing after it’s conclusion that by having taken these courses, the senior is more in control, more aware, and ultimately makes better health choices. The COA has been working very hard with its community partners to offer these courses right in Harwich at the Community Center. We have even graduated some seniors in their late 80’s and early 90’s! The third evidenced based program in this series is on “Healthy Eating” and we have strongly advocated bringing that training to Cape Cod. We were recently cho-

sen as the next “Healthy Eating” training site in early spring of 2012! At that time, Harwich COA will be **THE ONLY** town with full training in all 3 Evidenced Based Programs on Cape Cod!

Healthy Living Symposium

The COA held a two part- full day “Healthy Living” Symposium this year. The first half of the day was led by COA Director, Barbara-Anne Foley and First Lutheran Church, West Barnstable, Pastor, Jonathan Ahnquist both certified this year in Suicide Prevention. This half day training was to train others in our community to recognize the signs and symptoms of suicide and hopefully work towards prevention.

The second half of this day was presented by a panel of professionals from all aspects of “Healthy Living”. It was designed for seniors over the age of 60 and incorporated: Nutrition, Depression, Mental Health, Exercise and Laughter. This symposium was very well attended and well received. We had several participants asking if we would make it an ongoing series!

Town Nurse-Nursing Services:

<u>Type of Nursing Service</u>	<u>Number</u>
Home Visits	118 unduplicated caseload visits 3,209
Office Visits	60 weekly walk in clinic visits 1,678

CASELOAD 155

Referrals from Hospitals, M.D.’s, VNA, etc.	60
Discharges	44
Home Flu Immunizations	38
Non Elder Caseload	6

The Town Nurse provides skilled nursing care, referrals and education to the residents of Harwich. Our service offers a weekly wellness clinic open to walk-in’s at the Community Center. In addition to blood pressure clinics scheduled monthly at various senior housing sites, daily home visits are made Monday through Friday on an as needed basis, including several weekly medication pours that can become complex and labor intensive visits. The Town Nurse is often the last link to keeping the seniors in their own homes and facilitating a better quality of life to those in need. The Town Nurse interacts daily with the aging community and the beginning “baby boomers” utilizing services.

Volunteers-We Love Them!!

Volunteer's #: 173

Volunteer Hours: 14,175 hours

In Kind \$ Value: \$242,787.50

The Harwich Council on Aging could not run as smoothly as it does were it not for the direct assistance of its 173 volunteers. They are **THE** backbone of the organization. The COA is the only department who still has a Volunteer Receptionist answering their phones, in fact 2 a day 5 days a week! COA Volunteers visit homebound, drive seniors to medical appointments, serve meals in our dining programs, bring Government Food to low income people, teach classes and even provide free Massage, Reiki and Polarity! They also provide free legal services, income tax counseling, health insurance counseling, telephone reassurance, work our emergency management events, assist at our flu clinics and voting, and a host of other categories too numerous to mention. There are 2 volunteer COA Boards: The Council on Aging Board of Directors (appointed by the Board of Selectmen) and the Friends of the Council on Aging Board members, and both are ALWAYS looking for new Board members and sub committee members.

Elder Affairs Liaison

Donna Tavano is the Harwich Police Department's Elder Affairs Liaison to the Council on Aging. She works very closely with our Outreach Team including our Town Nurse, to triage very difficult and complex cases. This critical position not only saves the town money but helps prevent potential abuse, neglect, accidents and even criminal offenses. With an aging population of 39% over the age of 60 in Harwich, it is imperative that we continue to foster this relationship.

Caleb Chase Fund

The Harwich Council on Aging Department administers the screening for the Caleb Chase Fund and makes recommendations to the Board of Selectmen for approval based on assessments of potential clients. The Council on Aging staff is best able to assist the Caleb Chase clients because in addition to fuel assistance, we can offer counseling and referrals to other appropriate human service agencies to help with all aspects of their lives. Many people have been helped by this fund and we are proud to be a part of the process.

Programs, Services and COA Revenue

The Council on Aging provides many programs and services to the residents of Harwich. This past year, **\$8,295** in revenue was brought in to the Town of Harwich through program fees for 15 different programs.

Friends of the Harwich Council on Aging

The Friends of the Harwich Council on Aging help to support many programs and services of the COA. They purchased durable medical equipment such as canes, bedrails, etc for \$1500. They gave low income seniors of Harwich \$3,000 in grocery store gift cards and they help to supplement the "Supper Club" for seniors who are alone. We are most grateful to them especially in these most difficult fiscal times.

Senior Tax Work Off Program

The Harwich Council on Aging manages the Senior Tax Work Off Program. Eligibility for the Senior Tax Work Off Program follows the recommendations from the Board of Assessors for "Senior Exemption". "An individual must own and occupy the property as his /her domicile as of July 1 of the tax year. Gross receipts (income) (before deductions) must be less than **\$24,158** if single." This year the program had **19 participants who worked 125 hours each for a total of 2375 hours for the Town.** These wonderful workers volunteered in the following departments: COA, Community Center, Town Clerk's Office, Building Dept., Cemetery Dept., Channel 18, Library, Water, Dept. and the Harbormaster. We are most pleased that Harwich voters approved this program years ago, as it has helped many seniors tremendously over the years to receive \$1,000 property tax abatement. THANK YOU HARWICH VOTERS!!!

COA 10 Year Strategic Plan

The COA has continued working the 10 year Strategic Plan. This comprehensive plan has already proven to be a huge help to streamline and to become more proactive in prioritizing and implementing necessary services for the senior population of Harwich. We are now working on a sub-committee with the whole Community Center-on a plan for a second floor to accommodate all of the health and wellness programs so necessary to meet the growing needs of the residents.

We learned from this study some very important statistics: **currently Harwich has 40% of it's year round population that are age 60 and above. In 10 years we are projected to have 61% of the population age 60 and above** with the influx of Baby Boomers and the 80+ year old population growing simultaneously. This is both very exciting to us as well as presents a challenge as to how to take care of the people we need to, given the limited resources we have currently.

COA Van "Cranberry Coach"

Through a **VERY GENEROUS DONATION from Harwich Resident, Doris Strangford**, the Cranberry Coach Van will be receiving her gift of an

Automatic External Defibrillator (AED) in the beginning of 2012. Our Van Drivers are all CPR/AED Certified every year, required by both the Town and the Cape Cod Regional Transit Authority (CCRTA). We hope we will never have to use this gift, but are most grateful it will be there if we need to!

The Cranberry Coach Van program serves Harwich very well. We have 124 regular riders who this year rode the van 2,646 trips attending programs and services with the COA and at other locations such as to the Harwich Family Food Pantry, delivering Government Surplus Food to seniors in need, bringing participants to the grocery stores, senior dining program, blood pressure clinics, voting, town meeting, flu clinics, and so much more. **This is a vital service that is growing every year** and the COA is very lucky to have Dan Eldredge and Roy Eldredge the 2 part time Van Drivers we have who are awesome with the riders. We are very pleased too this year to have Remi Thibodeau as our Per Diem van Driver.

NEW Chef (Aide to Program) Linda St. Pierre hired!

The Chef for the COA has continued to be a wonderful asset to the COA Team! She has also been well utilized by Emergency Management during Hurricane Irene at the Emergency Operations Center and other storms this year proving to be very helpful!

The Chef also made the food for the visiting Harwich England contingent both in the Community Center and at Brooks Park for programs in their honor with the combined "Harwich" Town Bands.

This employee has proven to be so much more than we had imagined possible; the Senior Dining and Supper Club programs are prospering as a direct result of her efforts, energy, skill and tremendous patience and compassion, and even the number of volunteers connected with this program since hiring Linda St. Pierre has grown! This employee is one of the best assets Harwich COA has been able to add since we came to the Community Center.

Harwich Alzheimer's Memory Walk May 2011

Did you know????? Harwich has the **4th highest population of Alzheimer's Disease on Cape Cod.**? This year the Harwich location of the Alzheimer's Miles of Memories Walk was the largest success to date. Thanks to the Harwich Fire and Police Departments for assisting us to provide safety, the Town Nurse for volunteering, Volunteers Remi and Diane Thibodeau who help make this Walk happen every year and the countless volunteers from Harwich who help. This year's walk rose **just over \$30,000!!** Our special thanks also go out to our Community Partners: Ken Foster with his magnificent X-Grille, Ring Brothers Marketplace, Shaw's of Harwichport and Stop

and Shop of East Harwich for always helping this event to be such a huge success which ultimately gives back to the Town of Harwich residents by assisting the patients and caregivers living with Alzheimer's disease.

Congratulations Harwich, way to go! Won't you join us and make a new team with your family on Sunday, **May 20 2012, for our next walk?**

As the residents of Harwich age, the Council on Aging continues to be more and more **"at the center of it all"**. This is how it should be. People need to feel comfortable at the COA and aware of the programs and services available so that when a crisis happens they know where to come!

Respectfully Submitted:

Adrienne Johnson, *Chairman*

Barbara Bliss, *Vice Chair*

Francois Marin

Tracy Ventura

Lee Culver

Heather Swenson

Ralph Smith

Debbie Salewski

Report of the **Trustees of the Caleb Chase Fund**

On January 21, 1899, Caleb Chase signed his Last Will and Testament establishing The Caleb Chase Fund in which he bequeathed "to the Town of Harwich to be used for the support of the poor, Ten Thousand Dollars." The following is the Trustees' financial report for the fiscal year ended June 30, 2011.

Financial Statement

UBS Financial Services, Inc. - Cash July 1, 2010 \$1,875

Dividends and Interest (received during fiscal year) \$6,310

Prior Year Dividends Posted \$1,968

Pimco Dividend Reinvestment -\$79

Purchase and Sale of Stocks 12/23/10

Sold 96 Shares Medco \$5,863

Purchase 400 Shares Duke Energy -\$1,292

UBS Annual Account Fee -\$150

Paid to Town of Harwich Treasurer -\$5,502

UBS Financial Services, Inc. - Cash June 30, 2011 \$3,130

Assets on Hand at End of Fiscal Year

UBS Cashfund Ending Balance - June 30, 2011 \$3,130

Securities

100 shs Apple \$33,567

400 shs Exelon Corp. \$17,136

400 shs Exxon Corp. \$32,552

800 shs GE \$15,088

800 shs Intel \$17,728

400 shs Duke Energy \$7,532

600 shs Proctor & Gamble Co. \$38,142

375 shs Ishares Trust Russell 1000 Index	\$27,709
570 shs Ishares MSCI EAFE Index Fund	\$34,280
600 shs Ishares S&P North Amer. Nat. Resources	\$26,196
3359 shs Pimco Total Return Fund (A)	\$36,912 \$286,842

Total Ending Balance June 30, 2011	\$289,972
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Respectfully submitted,

Paul V. Doane
Robert W. Doane
James B. Stinson, Esq.

Report of the **Cape Light Compact**

Harwich Representative – Barry Worth
Harwich Alternate – Valerie Bell

The Cape Light Compact was formed in 1997 following two years of study and votes of town boards of selectmen and town council. It is organized through a formal intergovernmental agreement signed by all 21 member towns and Barnstable and Dukes counties. The purpose of the Cape Light Compact is to advance the interests of consumers in a competitive electric supply market, including the promotion of energy efficiency. Each participating municipality has a representative on the Compact Governing Board, which sets policy and works with staff, technical and legal support to advance the Cape Light Compact programs.

POWER SUPPLY

Throughout 2011, natural gas prices remained low and relatively stable due to an abundant supply of the fuel. Since natural gas is the primary fuel used to generate electricity in New England, energy prices also remained low throughout 2011. After hitting a peak in 2008, the Compact reduced its rates in 2009, 2010, and again in 2011; reducing rates six straight times over this three year time period. In 2012, the current outlook is for supplies of natural gas to remain relatively stable but with a bias in price to the upside. This bias towards higher prices is due to an anticipated increase in demand for natural gas due to forecasts for a harsh winter in the northeast and a higher demand for electricity. Higher natural gas prices typically result in higher electricity prices.

In 2011, the Cape Light Compact provided energy to residents and businesses in accordance with a competitive electricity supply contract negotiated by the Compact with ConEdison *Solutions*. As of December 2011, the Compact had 8,413 electric accounts in the Town of Harwich on its energy supply.

ENERGY EFFICIENCY

From January to November 2011, rebates and other efficiency incentive programs provided to the Town of Harwich by the Compact totaled approximately \$569,398 and brought savings to 694 participants of \$212,771.20 or about 1,063,856 kilowatt-hours of energy saved for 2011.

Funding for the energy efficiency programs (i.e. energy audits for homes and businesses, rebates on the purchase of energy efficient appliances and

energy education in our schools) comes from a monthly customer “energy conservation” charge (\$0.0025 cents multiplied by the number of kilowatt hours used during the month) that appears on each customer’s electric bill.

Other Cape Light Compact Efforts Include:

- Cape Light Compact continues to bring energy education to the Town of Harwich through use of energy kits, materials, teacher workshops and school support. This year, the Compact was proud to sponsor and help implement the first all-school “Energy Day” event at Harwich Middle School. All classrooms were turned into energy laboratories where each student learned by hands-on experience, the workings of a wind turbine, the energy efficiency of their school building and the workings of a motor and circuit. The day was complete with time at an “Energy Carnival” staffed by the Compact, The Harwich “Adventure Seekers Energy Club” and members of the community.
- The Compact sponsored Harwich Community Center’s After-School Program, “The Adventure Seekers Energy Club” and was directed by Energy Education Team member Sally Andreola. Through their many outreach projects, the “Adventure Seekers” won the National recognition of “National Special Project of the Year” by the National Energy Education Development Program (NEED), the Compact’s education partner. The Adventure Seekers were flown to Washington D.C. where they joined over 500 fellow students for a weekend of sharing and celebrating their ideas for an energy literate and sustainable society.
- The solar array at the Harwich Elementary School as part of the “Solarize Our Schools” program generated over 12,136 kWh of electricity for the school and prevented over 20,947 lbs. of CO₂ from entering the atmosphere in the course of the system’s lifetime.
- Twenty-five Low-Income homes were retrofitted for a reduction in energy usage and increased comfort.
- 3 ENERGY STAR® qualified homes were built in the Town of Harwich.
- Fourteen Harwich small business and municipal accounts took advantage of numerous energy efficiency opportunities available to them. They received incentives of \$58,207.17 and realized energy savings of 164,771 kWh. Harwich received consulting services by the Cape Light Compact’s energy efficiency consulting engineer for the new water filtration plant.

Report of the **Cape Cod Regional Transit Authority**

The Cape Cod Regional Transit Authority (CCRTA) has provided in Harwich 35,110 one-way passenger trips from July 2010 through June 2011 (FY11).

CCRTA provided 236 general public clients in Harwich with DART (Dial-a-Ride Transportation) service during FY11. These clients took a total of 9,373 one-way passenger trips during this time period. Total DART passenger trips in the fifteen towns of Cape Cod were 168,627 in FY10 compared to 184,344 in FY11.

CCRTA FY11 records for the Boston Hospital Transportation service indicates 30 Harwich residents took 142 one-way trips on this service.

A total of 10,992 one-way trips originated in Harwich for the Flex route for the period July 2010 through June 2011; total ridership for the Flex for this period was 64,653.

The fixed route Hyannis to Orleans (H20) serves the towns of Barnstable, Yarmouth, Dennis, Harwich, Chatham and Orleans along the route 28 corridors. A total of 9,733 one-way trips originated in Harwich for the H20 route for the period July 2010 through June 2011; total ridership for the H20 route for this period was 126,965.

CCRTA supplied the Harwich Council on Aging with one Mobility Assistance Program (MAP) vehicle that provided 4870 rides from July 2010 to June 2011.

Route maps, schedules, fares, Google Transit Trip Planner and the latest news about Cape Cod public transportation services are provided at www.capecodrta.org, as well as links to many other transportation resources.

Tom Cahir, *Administrator*

Report of the **Harwich Cultural Council**

The Harwich Cultural Council (HCC) is a town appointed committee annually funded by the Commonwealth through the Massachusetts Cultural Council (MCC) to enrich the cultural lives of our citizens. We are one of 329 local councils who are charged with allocating grant funds for community based projects as well as ticket subsidies for our students to theaters, museums and other educational venues in the arts, humanities and sciences.

In past years the voters of Harwich have approved funds for grants at the annual Town meeting. Fund-raising and private gifts provide us with discretionary monies which can be used in activities that meet MCC and HCC criteria.

The Committee

The HCC has at present eight members. There has been a vacancy for over a year. On June 30, 2012 two members will have served six years and cannot be reappointed. Also, the present secretary and the treasurer complete their terms in June and it is not known if either will be available for another three year term. This will present a hardship for those remaining. The next Grant cycle begins September 2012.

The Committee met 15 times in 2011. This includes special meetings as well as monthly scheduled meetings on second Thursday at 4pm in Brooks Free Library Thornton room.

Grant awards FY 2012

We received thirty applications by October 15, 2011 requesting a total of \$25,000. Through a standardized review process we decided to fund twenty-four which totaled \$10,000.

Music

Alzheimer Services of Cape and Islands for music therapy at COA	\$250
Cape Cod Opera for performing <i>Candide</i> at Middle School	\$240
Harwich Port Merchants Association to sponsor Free Music Stroll	\$750
Cape Cod Chamber Ensemble to perform at Brooks Free Library	\$350
Harwich Junior Theater for a Java Jam Coffee House at Arts Center	\$730
Harwich Middle School multi media-multi cultural holiday production	\$400

Arts

Harwich Middle School Provincetown Art Museum seminar	\$660
Cape Cod Museum of Art Artwork/Art Internships	\$400

Theater and Literature/Poetry

Eventide Arts - Nancy Smith Waage song competition	\$150
Harwich Middle School - tickets to Providence Performing Arts Center	\$750
Cape Rep Theater for "playback" with residents at Rosewood Manor	\$300
Harwich Early Childhood Education - Celebrating Snowy Season and Poetry	\$500
The Marble Collection - literary digest by high school students	\$300
Harwich Junior Theatre - Poetry and the Art of Listening at HES	\$500

Sciences and Environment

Kim Torres - preschool science programs / Early Childhood Education	\$300
Harwich Elementary - Larry Brookhart for Harwich Observatory	\$430
Mass Audubon - for April vacation Library Program	\$150
Melinda Forest for Middle School - "May the Forces Be With You"	\$450

Humanities

Georgia Smith-Fay for Middle School Multi Cultural Ballroom Dancing	\$300
The Cultural Center of Cape Cod for Rise and Shine Program for ALP/HHS	\$300
Jennifer Sexton "China Through My Eyes" Elementary School presentation	\$250
Harwich Junior Theater - Halloween Fun House at Arts Center	\$600
Harwich Junior Theater - Bullying and Teasing Prevention at HMS	\$440
Harwich Historical Society - Exploring Harwich Cape Verdean Story	\$500

Summary:

The year 2011 has been exciting for us. The Cahoon Retrospective brought 3000 visitors to Harwich impacting our economy and advancing interest in the visual arts and history. The Two Band concert united the Royale British Legion Brass Band with the Harwich Town Band in a genuine exchange of culture. Merchants, schools and organizations and just folks responded with meals, treats, gifts and sightseeing. It all culminated in a free concert bringing 600 people to the Cape Cod Tech auditorium on August 1 and to Brooks Park the next night. A severe rainstorm almost cancelled the concert until the Director of the Community Center opened its doors for all.

We also held a gala Jazz event in June as a tribute to the old Harwich Storyville jazz club. "Storyville Deja Vu" drew 200 enthusiasts to the Wychmere Beach Club for a great time and great music.

Goals for 2012:

We strive to make culture a household word through choosing highly visible, quality grant programs which fulfill the needs of Harwich citizens.

We will conduct a Community Needs survey in early spring to give the committee guidance on what kind of programming Harwich would like going forward.

We plan a fund raiser trip to Lake Como in May to supplement the gift fund. We have yet to establish a base of regular annual donors so fund-raising is necessary and timely.

Respectfully submitted,

Patricia Stackhouse, *Co-Chair*

Paul Lagg, *Co-Chair*

Frances Ballam, *Secretary*

Rose Ann Clarke, *Treasurer*

Robert Doane, *Data Manager*

Lynne Lavieri

Anne Leete

Lynn Schweinshaut

Report of the **Disability Rights Committee**

The primary purpose of the Harwich Disability Rights Committee is to ensure that all facilities, programs, and services offered by the Town of Harwich are accessible, and that employment opportunities offered by the Town are open to individuals with disabilities.

In addition, the Committee is charged with the following duties:

1. Working toward equal status of the disabled in education, employment, economics, political, health, legal, and social spheres.
2. Working with the community by providing information, referrals, and guidance to private persons, organizations, institutions, and businesses.
3. Assisting in the review of recommendations and policies of all Town departments, divisions, and agencies as requested.
4. Assisting in the public awareness of the disabled.

The Committee meets on the second Tuesday of each month in Hearing Room B at the Harwich Town Hall. Meetings are open to the public and all are welcome.

The five member Committee is appointed by the Harwich Board of Selectmen. The Committee is comprised of people with disabilities, people living with/caring for someone with a disability, and individuals interested in disability issues. In addition, the Committee works with an ADA (Americans with Disabilities Act) Coordinator and a Selectman liaison appointed by the Board.

During the past year the Harwich Disability Rights Committee:

- Provided guidance to Town officials in the development of a more accessible Town website.
- Spearheaded a successful effort to revive the exchange of agendas and minutes via email between Cape disability committees/commissions.
- Invited Jeffrey Dougan, Assistant Director for Community Services at the Massachusetts Office on Disability, to speak on a variety of disability issues at the Committee's April meeting.
- Voted to have member Jean Ann McLaughlin serve as an advisory member on the Board of Directors of Sight Loss Services, Inc.
- Recommended that the Town adopt a policy to provide Communication Access Real-time Translation (CART) at every Town Meeting. The CART service provides a visual account of the narration conducted at Town Meeting thus providing persons with disabilities, in particular those with a hearing loss, access to this information. The Committee provided information and guidance to Town officials about remote

CART, which is a less expensive alternative to on-site CART. Remote CART was provided at the November 2011 Town Meeting.

- Provided guidance to the Recreation and Youth Commission on accessibility issues at the new multipurpose fields located behind the Harwich Community Center. The Committee voted \$12,000 for the construction of an accessible path at that facility. This was money from Article 32 of the 2004 Annual Town Meeting warrant, which was to be used to fund improvements for the purpose of complying with the Americans with Disabilities act

- Reviewed numerous site plans and made recommendations to the Planning Department regarding ADA Compliance.

In the coming year the Harwich Disability Rights Committee plans to:

- Continue to assist the Town in its efforts to perform a self-assessment of ADA accessibility of Town facilities, programs, services and employment opportunities.

- Continue to assist the Town in its efforts to appoint a permanent ADA Coordinator.

- Publicize and offer training in the use of the AutoMark Voter Assist Terminal. This universally designed system, accessible to all, provides a way for voters to independently cast a vote on Election Day.

- Work with the Town to bring the inaccessible crosswalks along Main Street in Harwich Center into compliance.

- Review the Disability Rights Committee Scent Free Meeting policy and the Town's Public Notice of Non-Discrimination, particularly in regard to facilitating "access for qualified persons with disabilities to the Town's programs, services, and activities."

- Work with the Town to help clarify confusion that exists regarding the codification of changes to the General By-Laws - Parking for People with Disabilities -adopted at the May 2005 Annual Town Meeting.

- Host a Community Access Monitor (CAM) training program offered by the Massachusetts Office on Disability. CAM training teaches individuals how to survey buildings for accessibility and how to advocate for compliance. This two day program will take place in June at the Harwich Community Center.

- Review site/building/project plans provided by Town departments, boards, and committee/commissions and offer guidance relating to issues of accessibility.

Respectfully submitted,

Carla Burke, *Chair*

Jean Ann McLaughlin, *Vice Chair*

Paul D. Erickson, *Secretary/Treasurer*

Joseph V. Johnson Jr.

Report of the Health Director

The following permits were reviewed and issued by the Health Department:

TYPE	CURRENT FEE	#ISSUED
Food service establishments	\$10-250	195
Motels/Cabins	\$75	7
Rubbish Haulers	\$100	6
Swimming Pools	\$100	31
Disposal Works Installers	\$100	64
Milk & Cream	\$10	14
Manufacture of Frozen Dessert	\$50	5
Stable	\$20/50	36/7
Funeral Directors	\$50	2
Mobile Food	\$100	7
Septage Carriers	\$100	23
Catering	\$100	5
Well Permits	\$55	27
Retail Sale of Tobacco	\$50	21
Recreational Camps	\$75	1
Sewage Construction Permits	various	186
Real Estate Transfer Inspections	\$110	250
Trench Permits	\$30	117
Test Holes/perc tests	\$110/lot	597
Beach Operators	\$50	36

Total revenue collected for all permits and fees = **\$105,744**. Not itemized in the above list are \$385 for fees and donations received during the seasonal public flu clinic held in September; \$1829.25 collected for photocopies, and \$3500 collected for Board of Health hearing fees and inspector/installer exam fees. In addition, by utilizing the seasonal flu clinic as a registered emergency management drill, the department was able to recoup \$800 from the Massachusetts Department of Public Health for nursing expenses. Overall the revenues were 95% of those collected the previous year.

*PROJECTS AND PROGRAM DEVELOPMENT
WITHIN THE DEPARTMENT IN 2011:*

Technical Assistance to the Board of Health-

As evidenced by the list of licenses granted by the Board to operate businesses in accordance with public health regulations, the list is long and the variety great- 472 licenses encompassing 20 categories. Nearly all of these establishments are further required to maintain applicable health standards and are subject to an inspection program by members of our technical staff. The number of businesses and facilities requiring review changes annually and 2011 was no exception. Prior to presentation to the Board of Health for approval, any new facility/ business or existing business with change in operations and/or management must undergo a department review. This entails orientation with the Health Director involving review of business plan, floor plans, personnel credentials and certifications, physical facility appropriateness including equipment, septic system compliance, operations plan, hazardous materials use and storage and the number of site inspections from our technical staff as necessary to bring a favorable recommendation to the Board. In some instances, a written exam is prerequisite to obtaining a permit. Changes and additions for 2011 included the following:

- Septic System Installation and Inspection: The Department holds exams on the first Monday of each month for those interested in becoming qualified to be a Title 5 septic system inspector and for the installation of septic systems. In 2011 the following new businesses were added to the roster for system installation: Three Star LEC, Tri-Star Development Corp, Ranger Construction, Condon's Excavating, and Cardinal Construction.
- Terminated food service permits in 2011: Sea Salts & Treasures, AFC Sushi @ Shaw's; JP Cranberry Condiment; Willow House B&B; Friendly's, Harwich 6 Cinemas and Harwich House Condominium.
- New food service - Dancing Spoons, Sea Salts and Treasures, Thatcher's Cranberries, Harwich Port Seafarer, Harwich Chamber of Commerce; AFC Sushi @ Shaw's; St Peter's Food Pantry; Cakes by Rebekah; Le Haute Dog; Il Regalia.

The compilation of research and preparation of all cases for presentation at meetings is one of the primary duties assigned to the Health Director by the Board of Health. In an effort to streamline monthly meetings due to continuation of incomplete filings, all applicants are required to meet with the Health Director prior to submission of a project as an agenda item. The Health Director prepared 63 projects for variances and hearings resulting in the granting of 80 variances for 20 projects presented at 14 meetings conducted by the Board. The Board acted upon the following subdivisions, environmental

reviews and/or nitrogen aggregation facility plans: Cove Road, Walther Road, 2 projects for Harbor Watch Condominiums, and heard 5 requests for reconsideration of orders of conditions on previously approved projects.

The issue of establishment of a rental inspection program was again raised by the Town Administrator and Board of Selectmen. Once again the Board of Health issued a negative vote on the matter. The Board of Health voted to not pursue the matter at this time due to the poor economic climate; lack of a demonstrated need for the program; current staff constraints and inability to satisfactorily meet current mandates; and a low priority of the subject matter. Despite this repeated opposition, the Board of Selectmen chose to bring a scaled down proposal to the Annual Town Meeting where it was overwhelmingly defeated.

At a meeting of the Board of Health on September 6, 2011, the Board discussed the request received from the Board of Selectmen to update the advisory opinion concerning wind energy relative to the Brewster Wind Turbine project. The Selectmen had received a petition from residents in East Harwich expressing their concern of the proximity of the proposal to their homes and potential health effects.

After considerable review and discussion, two decisions were voted to forward to the Board of Selectmen. Firstly, the Board of Health voted to reaffirm the position voted April 20, 2010, noting there have not been significant changes in the literature and research since that time. Secondly, a motion was made, seconded and voted unanimously to request the Board of Selectmen to vote to make a discretionary referral of the Brewster Wind Turbine Project to the Cape Cod Commission as allowed under § 12(e) of the Acts of 1989 as a development of regional impact. After considerable discussion, a conclusion was reached that the Assembly of Delegates have established regulatory procedures for review and performance standards which should be considered for all projects.

The Health Director provided research and assistance in the development of regulation amendments and fee adjustments. Due to changes in the state beach regulations requiring towns to issue permits to all public and semi public beaches, a new permit and fee category was added to the rate schedule for the 2011 season. In addition, permit fees were adjusted to reflect a technology fee in light of anticipated acquisition of fee based computer management system.

Following the retirement of Conservation Administrator John Chatham on September 6th, it became immediately apparent that a serious staffing void needed to be addressed while the administration conducted an employee

search. The Health Director was appointed Interim Conservation Administrator until the position was filled on November 28th by Amy Usowski. The Director assisted the Conservation Department in keeping the flow of permits and projects through community development; reviewed minor projects for approval by the administrative review process; handled and investigated complaints and assisted the Commission in meeting preparation, budget review and preparation and financial analysis of current programs. All staff members of the Health and Conservation Departments worked very hard to fill this gap but extraordinary measures were taken by Executive Assistant Carol Genatossio to keep things running smoothly. Kudos to Carol for the extra effort!

Community Development Programs-

The Planning, Engineering and Permitting Departments conduct weekly meetings to discuss topics of common interest and provide an opportunity for informal discussions with applicants of large scale and complex issues. This format provides the unique opportunity for applicants to meet with regulators in the pre-application and planning stage to discuss issues prior to formal submittal before boards and committees. This has been an invaluable tool and cost savings measure for project proponents. Work has also begun to evaluate updating and /or replacing the computer system to improve technical capacity for the team and access by the public. The team recommended to the administration that the current GeoTMS package be updated and expanded. (current system is 9 editions out of date and based on 2001 data) The vendor offered a fee for service opportunity versus a major capital cost investment. All departments raised permit fees to reflect installation of this system with the support of the administration effective July 1, 2011. Unfortunately, institutional barriers ranging from vendor procurement and regional computer program exploration issues have stalled this advancement for the foreseeable future.

Project Review:

Health Department Staff reviewed and issued advisory opinions and/or permits for a total of **1361** projects in the following areas of Community Development:

- 186 Disposal Works Construction Permits for the installation of septic systems
- 250 Septic System Inspection Reports for Real Estate Transfer
- 63 Board of Appeals and Planning Board projects
- 862 Building permits

Direct Customer Service:

An often overlooked, unquantifiable area of the departments' workload is the amount of service provided to the public. Our records provide a wealth of information. Inspection reports, septic systems plans, letters, legal documents, business licenses, real estate transfer information, maps and meeting minutes are all under constant use. In 2011 the amount collected was \$1,829.25. At 25¢ per page that figure is startling when translated into units of service. Each transaction represents staff time for research, dialogue on the phone or in person and often interpretation of data as well as the actual time for photocopying. The Health Director has long advocated the need to innovate the way we do business and make ourselves accessible to the public. In this era of economic restraint and leaner staff resources we need to rethink priorities and use of time. Computerization and technical resources for inspection services has long been low priority in the Town family. In this electronic age this philosophy is now hampering streamlining efforts and accessibility to the public other than one on one service. The Health Department vision is to work with others to develop a long range plan to organize all community development documents into electronic form to make them available on line. This would require considerable effort and financial resources but is a project that merits consideration by the administration.

The previous statements were originally written in the report of 2009. Little has changed in the way we do business and little effort has been made towards scanning and codifying the massive amount of records within the inspection departments. A major effort was made by the administration- and met with much resistance- to reorganize the community development departments into a new improved organizational chart to 'improve efficiencies and coordination of resources". Money and effort would be more effectively spent in providing leadership to lead the effort to digitize the tens of thousands of records now inaccessible to the public except through the efforts of a staff person in the office. This is an effort repeated hundreds of times each week that could be better directed to other needs.

Community Sanitation Programs-

Water Quality Protection:

The results of sampling from the 2011 bathing season indicate exceptional water quality for beaches on Cape Cod. A significant amount of regional effort goes into this program. The Barnstable County Department of Health & Environment (BCDH&E) provides a summer intern to the town one day per week for this 12 week program. BCDH&E obtains funding for all of the town's marine beach monitoring and provides freshwater monitoring at no

charge. In 2011, 354 samples were taken in Harwich at 24 public beach locations and 9 semi-public beach locations. Harwich has identified 39 beaches which are subject to water quality testing in 2011. Of those, six qualified for surrogate sampling and were able to use test results from a neighboring beach to indicate water quality.

The Town of Harwich had a sampling success of 96.6% for all public and semi-public beaches. Similar sampling success (96.1%) was had by culminating the data for bathing beaches from 14 towns on Cape Cod. The 12 sampling failures in Harwich occurred at freshwater beaches. The results for Harwich and for all Cape Cod bathing beaches (Harwich inclusive) are presented in Table 1.

Table 1: Marine and Freshwater beaches – samples taken, total over limit, and sampling success in Harwich compared to all sampled beaches on Cape Cod

All Marine and Fresh Water Beaches	Harwich	Cape Cod (14 towns)
Total samples taken	354	4,576
Total samples exceeding limit	12	175
Sampling Success (as a %)	96.6%	96.1%

The Department held a Beach Operator Meeting in May to aid all beach operators in the implementation of amendments to the Bathing Beach Regulations. Amendments had been implemented by the Department for all Town bathing beaches as of 2010. This year, the department focused on aiding semi-public beach operators in achieving compliance with the amendments. In addition, a presentation was developed by the Department to provide existing beach operators a better understanding of the water quality program and for new beach operators, information on the program and how to achieve compliance for the 2011 beach season. A representative from the County provided information on the sampling services BCDH&E provides beach operators. The Recreation Department was present for the Town of Harwich as it serves as the beach operator for all the Town's public beaches.

Weights & Measures:

This continues to be an excellent example of regionalization for our department. The program matter is too small a component to warrant the hiring of staff on the local level yet there are mandated duties to be fulfilled. The Health Director found a solution a decade ago by establishing a relationship with another town with a larger program demand and the ability to address our needs. The Town of Barnstable continues to serve in the capacity of sealer of

weights and measures for Harwich to fulfill all of our required device certification and measuring, file annual reports with the Commonwealth, and respond to consumer complaints. This program is operated at no cost to the Town in exchange for the device inspection fees being collected by the Town of Barnstable.

Swimming Pools:

Safety for all the pools and the people who use them is the first objective and goal for the Harwich Health Department. To achieve the three goals of 2011, the Department developed and presented a swimming pool operator forum in May. Facility owners and operators were invited to attend a two hour “refresher” course in pool operations. The primary goal was to help facilities achieve and maintain compliance in operating a pool/spa, improve communications amongst all relevant parties, and to improve pool performance in an effort to open on time, reduce violations, and better understand the complex chemistry required to operate a safe and sanitary pool. An opening inspection checklist was discussed and distributed to attendees which itemized the exact standards expected at opening inspection. This checklist was also distributed with the 2011 application. Eleven pool operators attended the forum. Positive feedback was received and a greater understanding of the roles and responsibilities of pool supervision and operations was achieved.

Facilities were significantly more successful in receiving a permit at opening inspection in 2011 (16 of 19 permitted) compared to 2010 (8 of 19 permitted). Four facilities did not receive a permit at opening inspection. Three were able to have a follow-up inspection within a day and were then permitted. These three hire a CPO company to open their pool each year yet were still unable to open at first inspection. Twenty facilities applied for a permit in 2011, 19 facilities received a permit to operate a semi-public pool. One facility was unable to meet the minimum requirements and did not receive a permit in 2011.

The Department continues to request guidance from the State on the new American Disabilities Act pool regulations for semi-public pools. The Department has requested that the Cape Cod Health Agent Coalition seek a representative from the State to provide guidance to local Departments on pool accessibility rules and compliance.

Food Protection Programs-

230 Routine Food Establishment Inspections were conducted. We are again grateful to the Barnstable County Dept of Health & Environment for the availability of a summer intern 1 day per week to assist with inspections. There were 3 investigations/complaints for food borne illness (no lab confirmation).

As noted above, there was quite a bit of activity with renovations, closure and change of ownership necessitating much staff time for monitoring, plan review and additional inspections. Phase II allergen awareness certification requirements became effective in 2011 which required additional enforcement actions as well as staff training and preparation.

Certain high risk food preparation activities require permitting action by the department and the adherence to strict monitoring by the operators. Examples of this are reduced oxygen packaging, raw fish products, shell stock, and sushi rice acidification. Extensive review and establishment of strict protocols and procedures are carefully reported, measured, documented and reviewed. The process is known as HACCP (Hazard Analysis Critical Control Points) and requires more frequent and more intense inspections. We currently have 6 such operations in town: Dave's Ribs; Georges Fish Market; Wequasset Resort; Noble House; Sushi by Jay and AFC Sushi.

Community Health Programs-

Tobacco Control -

Since the inception of funding available from the Mass Department of Public Health, Cape Boards of Health have utilized a collaborative effort established at the County Health Department to manage and institute tobacco control programs. Funding is used for education, print materials, technical assistance and monitoring and enforcement efforts. Grant requirements include the need for regular monitoring programs at all vendors to verify control of sale to minors. Inspections for sales to minors were all compliant in 2011. Representatives from the program met with the BOH twice in 2011. In March, an update was provided to the Board as to evolving and emerging smokeless tobacco products and the new dangers of access to youth. In November representatives met with the Board to present a review of the Harwich regulation concerning outmoded issues and suggestions for updating to current industry standards. The BOH agreed to tackle a review and updating of the regulation in 2012.

Safe and Sanitary Housing-

During 2011 there were 46 cases related to safe and sanitary housing ranging from trash complaints, rodents and vermin; potential hazardous waste and requests for housing inspections due to safety/heat/plumbing/co-mingled utilities/mold and deteriorated conditions. Housing inspections and complaints can generally be quite complicated and time consuming. The department utilizes the required inspection protocol in the sanitary code with a 50+ item inspection form. It is not unusual for a case to take months to resolve involving multiple inspections and consultations.

Stables and Animal Health:

Harwich Board of Health Regulations require inspection and permitting for all stables. Manure management, cleanliness of stall and paddock, vector control, animal health and safe water supply are all essential parts of a well managed stable. There are currently over 45 sites in town, residential and commercial that house over 150 horses. We are extremely grateful to Animal Control Officer Jack Burns for managing this program for the Health Department. Officer Burns conducts the inspections, responds to any complaints and acts as liaison for us on all matters in the field. We receive many compliments on his depth of knowledge, helpfulness and professional conduct.

Education & Employee Wellness Programs:

The Health Director continues to act as liaison for the Employee Assistance Program and the Cape Cod Municipal Health Group Wellness Programs. Wellness programs are being actively promoted in the area of fitness, diabetes management, cancer prevention screenings and influenza immunizations. In 2011 a small grant was received and utilized as an incentive to promote fitness. Twelve \$50 scholarships were awarded to employees for use towards fitness programs offered at the Community Center.

Emergency Management:

We were again able to join forces with the Emergency Management Team in the operation of our annual flu clinic and register the event as an emergency management drill. Following protocols established by the Massachusetts Department of Health and the CDC, we were able to build on our pandemic response skills. An extensive list of requirements are expected to be achieved each year covering such items as communication, capacity, special populations, training, volunteer recruitment, security and outreach and response.

We are pleased to report that Harwich Health Department received a score of 96% on completeness of the preparedness plan and target goals in the MDPH Technical Advisory Review Program. This was tied for the best results in the region for year ending August 2011. These results are possible due to the cooperative efforts of Emergency Management Director Lee Culver and the dedicated efforts of the many town staff members on the LEPC. The results of this cooperative effort were again very evident in this year's annual flu clinic in September. Run as a full emergency management drill, planning began several months earlier and staff from 13 departments assisted in this endeavor as well as elected officials and numerous volunteers from the community. And we went electronic! For the first time we utilized a web based pre-registration system for the clinic. Council on Aging staff were very instrumental in assisting with this effort. Hopefully, the kinks will be addressed and the success will grow.

We have many people and organizations to thank for their contributions to our programs: the numerous volunteers and staff members that make it possible for our public clinics to run smoothly; Emergency Management Director Lee Culver for his contributions and effective leadership in achieving our common goals; Barnstable County Department of Health & Environment for the summer intern programs; all the members of the LEPC for their assistance during our Public Health emergencies; and, this department is ever grateful to the cooperative effort shown by all of our colleagues in the town family.

Paula J. Champagne, R.S., C.H.O., *Health Director*

John Chatham, *Health Inspector*/***

Amy Morris, *Health Inspector*/***

Patricia Ballo, RS, RN, *Senior Health Inspector***

Carol Genatossio, *Executive Assistant****

Judith M. Sullivan, *Administrative Assistant****

Sandra Howard, *Recording Secretary*

*job share

** part -time position

*** also encompasses Conservation Department

Report of the **Chairman of the Board of Health**

In a July 2011 letter to the Board of Selectman the Board of Health expressed its displeasure on discovery of a flawed nomination and review process which were not defensible, lacking open evaluation, interview or review of the existing member's performance. The absence of an open, defined process prevented an individual from altering any behavior deemed undesirable by the Board of Selectmen. It is felt that lack of a definable process may imperil the reputation of volunteers while subjecting them to a process flawed with proneness to arbitrary, whimsical or even capricious decisions especially since it is non-conforming without the protection of open meeting law and repudiation. The absence of a defined protocol jeopardizes the integrity and credibility of the governing body.

The right of the Board of Selectmen to appoint or if it chose not to reappoint committee members is not open to question. Open to question, however, is the lack of a definitive and established protocol. The Board of Health had grave concerns regarding this issue prompting a request to the Board of Selectmen for prompt corrective action to correct and formalize the flawed system. As of January 2012 we await a reply.

The natural outbreak of food borne illness from contaminated cantaloupe as well as the swimming pool tragedy in Fall River are but two grim reminders that there can be no latitude of complacency or mitigation in the stringency of rules and regulations designed to guard and protect public health and safety especially when dealing with potential life-death issues. Substantial and uncompromised vigilance are benchmarks of a successful pro-active program.

None of these objectives would reach fruition without the support of a devoted and dedicated administrative staff. Under the leadership and direction of our inimitable Health Director, Paula Champagne, despite severe financial constraints our Health Department continues to provide service in its fullest capacity. To John Chatham, our retiring inspector we extend our heartfelt thanks for his years of dedicated service. We wish John the best of health while enjoying the many years of leisure so justifiably deserved.

May this record reflect the deep and profound gratitude this Board extends to our friend and colleague, Dr. Alfred Hurst, for fifteen years of meritorious service as a Health Board member. His dedication as guardian and trustee of the health, safety and welfare of the citizens of Harwich will stand as his hallmark. We wish Dr. Hurst good health and good speed in his future endeavors.

We extend a cordial welcome to our newest member of the Board of Health, Mr. Frank Boyle.

Respectfully submitted,

Stanley L. Kocot, MD, *Chairman*
Mrs. Mary Jane Watson, *Vice-Chairman*
Robert Insley, MD
Mrs. Pamela Howell, RN
Mr. Frank Boyle

Report of the **Harwich Housing Authority**

The office of the Harwich Housing Authority is located at 38 Sisson Road in Harwich Port. The mailing address is Post Office Box 714, Harwich Port, MA 02646. The phone number is (508) 430-2390. Office hours are Wednesdays 8:30 to 5:00 and Fridays 8:30 to 12:30. Meetings of the Board of Commissioners are held on the fourth Tuesday of the month at the Housing Authority office. The meetings are posted and are open to the public.

The mission of the Harwich Housing Authority is to provide affordable, decent, safe and sanitary housing through the maintenance of our existing units and the development of new units; to create an environment which enables residents to live responsibly and with dignity; to support residents in their effort to achieve self-sufficiency; to honor public commitments in a fiscally and ethically responsible manner; to create and maintain public confidence in the Authority's operations and staff; to ensure that the facilities owned and managed by the HHA are marketable to the community and are appealing to residents; to enable the HHA staff to improve their performance through appropriate vision, training, and career development; to establish performance goals that meet or exceed industry standards and that optimize the use of available resources to achieve our performance objectives; and to assist the Town, State and National governments in identifying and addressing housing needs.

Eligibility for housing subsidized through the Harwich Housing Authority is governed by rules and regulations promulgated by the Commonwealth of Massachusetts Department of Housing and Community Development (DHCD) and the United States Department of Housing and Urban Development (HUD).

The Harwich Housing Authority operates a total of twenty-nine (29) units of subsidized housing under three (3) different subsidy programs. State programs include the Massachusetts Rental Voucher Program (MRVP) which currently has nine (9) scattered site family and elderly units; the Massachusetts 705 family housing program which consists of twelve (12) family units; and the Massachusetts 167 program -Department of Mental Health which has a total of eight (8) special needs units.

In 2009 we continued to have a closed waiting list for two bedroom units due to our inability to serve the applicants currently waiting for this size housing. Currently, our three-bedroom waiting list is open and we are accepting applications for this size housing.

The HHA continues to administer a revolving loan fund for rental assistance, which was funded with Community Preservation Act funds. This assists persons at or below 80% of the area median income with first and last month's rent and security deposits. Preference is given to persons living or working in Harwich.

The Rental Assistance Fund is still going strong and we have requested additional funds to be approved at Town Meeting in 2012; currently we are assisting 31 households.

Harwich "Buy-Down" Program – we have two homes on the Subsidized Housing Inventory and currently working with another family.

American Dream Program – all four buyers have been approved for their mortgages and construction of the homes should begin shortly.

The Infrastructure Fund for rental housing is still available to agencies interested in creating affordable rental housing.

We continue to contract with the Chatham Housing Authority for management of the HHA. Valerie Foster, P.H.M., handles the daily activities of the HHA. Matt Stone is our Maintenance Mechanic and works a part-time schedule with the HHA. We thank them both for their service.

The Harwich Housing Authority wishes to express its gratitude and thanks to the Town and citizens of Harwich for a successful 2011 and looks forward to a productive 2012. We welcome and encourage your support and suggestions in our efforts to continue to provide quality housing for the residents of Harwich.

Respectfully submitted,

Staff:

William J. Doherty, *Chair*
Robert MacCready, *Vice Chair*
Shannon McManus, *Treasurer*
Thomas Kilbourne, *State Appointee*
Pam Parmakian, *Member*

Valerie Foster, *Executive Director*
Matt Stone, *Maintenance*

Report of the **Housing Committee**

The Harwich Housing Committee (HHC) coordinating with the Harwich Housing Authority (HHA) is charged by the Board of Selectmen to work towards diverse solutions to address the Affordable Housing shortage in Harwich and to further advance the 10% Affordable Housing Goal as required by the state.

The HHC is authorized five (5) members. Meetings are generally held on the first Monday of the month at 4 p.m. in the Town Hall Library.

The continuing slump in the overall economy and the lack of Federal and State funding compounded by environmental and endangered species considerations (that have or are in the process of being resolved) have delayed some Affordable Housing Projects in 2011. However, the HHC remains optimistic that these matters will be addressed and the projects will proceed in 2012.

The status of Harwich's Affordable Housing ongoing endeavors in the calendar year 2011 are as follows:

1. The development of the Housing Rental portion of the "Old Recreation Building and West Harwich School" sites are currently being revisited. Harwich Ecumenical Council for the Homeless (HECH) withdrew their interest in this development in the spring of 2011 due to what they considered environmental issues that would seriously affect HECH's ability to secure funding. The HHC and the Town Planner are in the process of addressing the environmental issues and a new RFP will be issued in 2012. (ATM 2006)
2. The "American Dream I" program (home ownership (4X) on town donated land initiated by the HHC) is being coordinated and managed under terms of a contract between the town and the HHA. This program has been delayed due to several issues, initially "an abutter's" legal suit on one property and subsequently the Private Developer's (overall weak) financial status. HECH volunteered to take over the Developer's Role and the private developer would act only as the General Contractor. Property clearing took place in May 2011. A winter start of the actual construction has occurred (ATM 2008).
3. American Dream II" program (a duplicate of the "American Dream I" has been held in abeyance by the HHC until the American Dream I program is under construction. RFP bidding, award, lottery etc. will occur in 2012 (ATM 2009).

4. "Buy Down Program" – first time home ownership (meeting affordable income criteria) involves a "grant" towards the purchase of an existing home (4X) from funds made available by the Board of Selectmen's Affordable Housing Fund and the homes added to the SHI total. Additional funding was made available through the Community Preservation Committee's Article in the 2010 ATM . Continuation of this program will be ongoing in 2012. This endeavor is a joint effort of HHA and HHC.
5. "2nd story" - this grant program is aimed as an incentive for commercial owners to develop on their property new rental apartments for affordable income eligible families. This program has been delayed due to the current economic and real estate market conditions. This program was initiated by the HHC and will be coordinated and managed by the HHA. Hopefully a start will occur in 2012. Funding was received from the Board of Selectmen's Affordable Housing Fund.
6. HECH's proposed expanded rental project on the grounds of 93/97 Main Street/ Route 28 in West Harwich has been put on the back burner until economic conditions (which curtail the availability of Federal and State funding) return to normal. However, there has been a recent statement from a HECH representative that HECH is talking with a co-developer regarding this project moving forward in 2012.
7. The Harwich "Housing Production Plan" which was approved by the state in 2010 has been incorporated into Harwich's Local Comprehensive Plan (LCP). The LCP was approved at the May 2011 Special Town Meeting.
8. Since the Town Planner volunteered to be actively involved in Harwich's Affordable Housing endeavors, the Housing Consultant's contract was not renewed for 2011.
9. There were several potential Affordable Housing endeavors in 2011 that will not proceed due to various circumstances viz:
 - A. Portuguese Men's Club – this potential 40 unit rental development off of Queen Anne Road was formally abandoned due to land title issues via a Community Preservation Committee Article in the 2011 ATM.
 - B. An attempt was made to join a small developer with a nonprofit regarding a small parcel of land. The parcel price was eventually a deal breaker.
10. The Housing Committee continued its attempt to have the Administration and/or Board of Selectmen move forward on various property issues with some success.
 - A. Funding for legal work in connection with some large "Unknown Owners" and land taking for Delinquent Taxes" was the basis for

- the Community Preservation Committee's Article 9 at the 2011 STM. One unknown owner parcel has been referred to Land Court. "Pocket Deeds" have appeared for targeted parcels in the Echo Woods area. These parcels will now go back on the tax rolls.
- B. No action has been taken on some twenty eight (28) small parcel for "Taking for Delinquent Taxes" (6 years or more).
 - C. The Town's Willow Street parcel designated for Affordable Housing at the 2001 Town Meeting remains in "limbo" notwithstanding "In House" staff research/surveys and meetings correspondence with Town counsel. HECH was considering using this parcel in conjunction with their 93/97 Route 28 project (see #6 above).
11. The Housing Committee continued to maintain awareness of and acquire undated information/direction regarding plans, policies, regulations etc. affecting Affordable Housing. Among the plethora of issues, the following are the most significant issues tracked by the committee.
- A. East Harwich Village Center Incentive (EHVCI). A "draft" of the proposed zoning and NRP changes were submitted in the spring of 2011 to the Planning Board. The Housing Committee believes that the "draft" as submitted is inappropriate and not in the best interest of future Affordable Housing endeavors. This position is similar to the Planning Board's comments to date regarding future interest and economic development for the town of Harwich. When this issue is finally resolved, the Housing Committee will pursue a Town-wide Inclusionary Zoning Town Meeting Article.
 - B. The Comprehensive Waste Water Management Plan (CWWMP). The second phase of this "Plan" has been slowly moving forward. At stake for Affordable Housing is the future development of multi-unit housing in village centers in town. Realization of initial implementation could be five (5) years or more away. Overall completion could be twenty plus years in the future.
12. There are several potential projects previously mentioned in the 2009 Annual Report that are still under consideration viz:
- A. "Home Sweet Home" – a 12/16 unit rental/ownership endeavor on town-owned land off Depot Street in East Harwich.
 - B. "Fairway Gardens" – 12/16 unit rental/ownership endeavor off Oak Street on and currently under the care and custody of the Golf Committee.
13. "State-owned land" – the HHC continues its pursuit of a possible transfer from the State to the Town of a small parcel off Route 28 for future development of an Affordable ownership unit.

14. "Harwich Housing Status Report" – this document includes detailed information and data on all aspects of Harwich's Affordable Housing endeavors. The October 2010 issue is scheduled to be updated in early 2012.
15. "Senior Housing" – the committee will follow up on the "repurpose" committee's intent for the existing Harwich Middle School when it is given back to the Town by the Monomoy Regional High School in 2015.
16. "Subsidized Housing Inventory" (SHI) – the state-articulated goal for Housing is to have 10% of the year-round housing stock listed on the Department of Housing and Community Development (DHCD) Subsidized Housing Inventory (SHI). Harwich's SHI is currently 5.3% (327 units). We believe there will be an additional eight (8) units added in 2012.
17. "Land Acquisition" – in recent years the availability of town-owned land for designation and/or development of multiple Affordable Housing units has been thwarted directly and indirectly by town votes, boards, commissions and committees for a plethora of reasons and/or circumstances. Therefore, the HHC has petitioned the Capital Outlay Committee for inclusion of \$100,000 funding in the Capital Outlay Plan for the FY 13-19. This request has not been included in the most current Capital Outlay Plan submitted for town action at the 2012 ATM.

Simultaneously \$100,000 funding requests have been submitted to the Board of Selectmen and a proposed Article for the Community Preservation's approval for the 2012 ATM. As of 12/31/11 no action has taken place on these requests.

It should be noted that less than 10% of the Town's Affordable Housing Units were constructed on land not previously owned* by the Town of Harwich. *The Town of Harwich has donated approximately 90 acres of land for Affordable Housing as of 12/31/11.

The HHC will continue to periodically advance new approaches, programs, and projects now in early conceptual stages based on availability of resources (Land & funding). We will move forward in meeting our commitment to provide the young, mid-life and senior population of Harwich with safe, decent and affordable housing so that they may enjoy the many benefits of the Cape environment and sense of place.

The HHC acknowledges the assistance of the Town Administrator and his staff, the Finance Director and his staff together with the Assessor's staff and Planning Department. The HHC appreciates the Town's support in our effort to reach 10% goal employing the various approaches discussed in this report.

Finally we thank the Community Preservation Committee's funding recommendations to the Town Meetings over the past years.

The HHC looks forward to the challenges of 2012.

Respectfully submitted:

Gerry Loftus, *Chair*
David Purdy, *Secretary*
John McGillen
Barbara Loftus
Mary Louise Secola

Report of the **Brooks Free Library**

Brooks Free Library

739 Main St., Harwich, MA 02645

(508) 430-7562, brooksfreelibrary@clamsnet.org

www.brooksfreelibrary.org

Vision

“a world without limits in the heart of the community”

Mission Statement

The Library will promote full and equal access to information and ideas, the love of reading, the joy of learning, and engagement with the arts, sciences and humanities.

ANNUAL REPORT

The Board of Trustees and Library Director respectfully submit our Annual Report for calendar year 2011. The Library, established in 1881, is the municipal library for the Town of Harwich and is governed by an elected Board of Trustees.

Library Services

The Library serves all segments of the community, with programs and services for young children, families, seniors, working-age adults, teens and 'tweens, people with disabilities, year-round residents, second homeowners and visitors. While the borrowing of books, audio-visual and other materials remains the backbone of library services, recent years have seen tremendous growth in other areas of library use. Residents and visitors come to the Library to read newspapers and magazines, participate in story-times or book discussion groups, ask a reference question, use the computers or attend a concert, presentation or lecture. Many library services and resources can be accessed from home and don't require a visit to the Library. A full spreadsheet of statistics is provided at the end of this report.

Programs

We provided 978 free educational, cultural, informational and recreational programs for community members of all ages in FY2011. The number of programs has doubled in the past 5 years and tripled in the past 10 years. On-going programs include book discussion groups, writers groups, Knit-Lit and scrap-booking for adults, story-time and creative movement programs for young children and after-school activities for older children and youth. We also offer many special performances and presentations such as concerts, dramatic readings, storytellers, author talks, magic shows, and informational talks on

history, the environment and other topics of interest. This year we collaborated with the Harwich Historical Society on a joint exhibit of Charles D. Cahoon paintings. We are currently working with the Cape Verdean Historical Trust and the Historical Society on exhibits and programming celebrating Cape Verdean culture and history.

CLAMS

This year marked the 20th anniversary of live circulation in Cape Libraries Automated Materials Sharing (CLAMS). The creation of CLAMS allowed libraries to share the cost of automating and the on-going expense of maintaining software and equipment. Participation in this regional consortium also enables libraries to easily share their resources and collections.

Circulation and Holdings

Last year our books and other materials were borrowed 233,533 times - an increase of 8,148 items from FY2010. Brooks Free Library continues to have the second-highest circulation of the 32 CLAMS libraries. The number of items checked out has increased 38% in the past 5 years and 82% in the past 10 years. The number of items checked out per open hour increased 24% in past 5 years and 89% in past 10 years.

Brooks Free Library has a large physical collection (76,000⁺ items) of fiction, non-fiction and large-print books, audiobooks, documentaries, feature films, magazines and newspapers. Our patrons have ready access to 1.5 million items of CLAMS libraries and, through the "Virtual Catalog," to millions more items in libraries across Massachusetts. Our electronic collection that includes e-books and downloadable audiobooks, databases for articles from newspapers, magazines and journals, and resources such as Ancestry.com, Mango Languages, Consumer Reports and Career Transitions. The Cape Cod Republican newspaper was digitized with funds from the Cape Cod Five Savings Bank and the Harwich Independent was digitized with Community Preservation Act (CPA) funds. This year we're seeking CPA funds to digitize the third historic newspaper, the Cape Cod Press.

Reference Services

The nature of reference service has changed and many of the questions we receive today are related to technology. Demand for reference service remains strong; we responded to 15,471 reference questions in FY2011. The number of reference questions has increased 13% in the past 5 years and 158% in the past 10 years. Much of our reference service involves providing information literacy assistance in this digital age. The volume of online information is expanding exponentially and people often need assistance targeting their search query so they can find what they're looking for. They also need assistance locating reliable, authoritative sources of information and in evaluating

online content. Library resources are increasingly in electronic format, and the number and variety of devices that are used to access online content continues to grow. Staff members must keep current with emerging technologies in order to assist patrons, evaluate and select electronic resources, and to configure and maintain our own hardware and software. With the increasing popularity of e-books, this year we added several weekly E-Book Help sessions to teach users how to download free library e-books to their e-readers and other mobile devices. We also continue to offer one-on-one Computer Tutoring.

Technology

The Library provides free access to computers and the Internet for community members who have limited access or no access to technology. The number of sessions on our wired public computers has doubled in the past 10 years. Use of our wireless service has doubled since we began offering it in 2005. In 2008 we began operating a 2nd hotspot at Brooks Academy as part of the Historic Harwich Center re-vitalization effort. Last year our wireless service provided 16,432 hours of use in 9,692 user sessions. The hotspots have a positive economic impact, attracting visitors to Harwich Center where they often patronize our restaurants and businesses.

Services to Children and Youth

Traditional library services and programs for younger children remain as popular today as they have been in the past. This year we began offering a new lap-sit program for babies and toddlers called “Mother Goose on the Loose.” We’ve also been very successful at attracting older children and youth, and the Library is a very busy place after-school. Our Homework Center is open every day and our 7 pm weeknight closings make it convenient for parents to pick up youngsters on the way home from work. Youngsters meet friends to socialize, play board games, start homework, participate in programs, meet a tutor or use the computers. We offer youth programs on Tuesday, Wednesday and Thursday afternoons, such as Wii Sports, Lego Mania, Chess Club, 4H Babysitting and Robotics. Our Summer Reading Program offers special performances and activities almost every day and awards books and other prizes to young people participating in the reading program. Our Home-school Book Club and activity program draws home-schooling families from around the area. We work closely with teachers to ensure we have materials to support projects and curriculum, we and host numerous field trips for library orientation. We provide teachers with an institutional library card with longer loan periods and no fines so they can borrow materials to supplement their classroom libraries.

Services to People with Vision Loss

The Vision Impaired Technology Assistance at the Library (VITAL) program we created over eight years ago remains a national model. This instruction isn’t available from any other provider in southeastern Mass., and we know of

only one other public library in the nation that teaches people with vision loss to use assistive technology. We're delighted, however, that our efforts to foster the development of similar programs are now bearing fruit. A librarian at the Chicopee Public Library learned about VITAL while a graduate Library Science student at Simmons College, where it's studied as an innovative program to provide library service to an under-served population. With our pledge of support Chicopee applied for a grant from the Mass. Board of Library Commissioners, and this fall they were awarded \$20,000 in federal LSTA funds to purchase hardware and software and to create a program modeled after VITAL. In December Assistive Technology Coordinator Carla Burke hosted a two-day site visit by several Chicopee librarians. Carla reviewed our experiences setting up and organizing an instructional program and shared the policies, procedures and curriculum she's developed. We'll continue to support the Chicopee Public Library as they establish their program and expect to benefit from on-going collaboration with them in the future.

Collaboration

We've continued our collaboration with other community organizations this year. We worked with the Council on Aging on a series of programs on organizing and down-sizing this fall. We assisted the Chamber of Commerce in planning a full series of events for Fall for Harwich and Christmas in Harwich and hosted a number of programs ourselves. We participated in the Harwich Hometown Parade in September with a large contingent of Trustees, staff members and representatives from other community organizations walking with us. We had a table with library information at the Harwich Port Merchant Association's "Music in the Port" on alternate Wednesdays this summer. We worked with the Harwich Historical Society on a number of special lectures, in addition to the C.D. Cahoon Exhibit. Our annual Holiday Fine Amnesty/Canned Food Drive provided 26 large bins of non-perishable food to the Family Pantry. We collected new children's books for the classrooms of the Children's Center, an affordable childcare program of the Harwich Ecumenical Council for the Homeless, and provided each child with a new hardcover book as a holiday gift.

Friends and Volunteers

The Friends of Brooks Free Library remains very active and supports the Library in a number of ways. They provide free Sunday afternoon programs once a month from October through May with musical performances, art demonstrations and lectures on a variety of interesting topics. Funds raised from their Book Sales pay for Summer Reading Program activities for children. They purchase additional copies of bestsellers to reduce the wait for popular items and passes for discounted or free admission to museums and attractions. The Friends manage "Books on Wheels," a service that delivers books to residents who aren't able to come to the Library due to health or illness. They also raise funds for our VITAL program.

We're fortunate to have the services of over 100 dedicated volunteers! They return books and other items to the shelves, help keep the books in order, serve as program coordinators and discussion group leaders, and make phone calls to let patrons know an item is ready for pick-up. We'd like to thank the Harwich Garden Club for their on-going work caring for the rejuvenated island in our parking lot, the two blooming barrels in front, and the monthly floral piece for our lobby. The Chatham-Nauset Lions Club continues to support our VITAL program financially and to provide volunteer instructors.

Space doesn't permit us to thank the Friends and volunteers individually, but we'd like to extend our sincere appreciation for everything they do!

Facilities and Maintenance

Custodial Services

On July 1st our custodian was transferred to the Town's central custodial pool. This has worked extremely well and we'd like to thank Highway & Maintenance Director Linc Hooper for taking on this additional function! We now have full-time custodial service, which we have long needed, as well as substitute coverage.

Building Maintenance

A comprehensive, coordinated Town-wide facility maintenance program would provide the specialized expertise to review the work of contractors, assess the need for modifications and replacement of major components of building systems, evaluate proposals, and plan for capital needs. The ballot question seeking funds to create a Facilities Maintenance Manager failed to win approval at the May 2011 election, however. A centralized maintenance program was not established and each department in its own building remains responsible for building maintenance. The Library has preventive maintenance contracts in place on all of our building systems. In addition to routine repairs, we continue to work to identify and fund solutions to long-standing problems with major building systems. An overall building assessment for capital needs is still needed. In addition to routine repairs, we've focused particular attention this year on the areas discussed below:

HVAC

Our Children's Room was often 50 degrees on winter days despite numerous reviews by consultants and contractors over the years. This year an HVAC engineer identified a design flaw in the baseboard heat and installed a pump to compensate for it. That room now has heat. In addition, we prepared a successful request for Cape Light Compact funding to install variable-speed fan drives on the two large air handlers as an energy efficiency measure. These drives, installed in May, have reduced the loud volume of noise throughout the

building and will eliminate the excess pressure in the system that had been causing mechanical breakdowns. Remaining HVAC problems include an ineffective building control system, inadequate insulation/gaps in building envelope, and continuing problems with chiller for the air conditioning. At our request, last winter Cape Light Compact has authorized Rise Engineering to begin an in-depth assessment of the overall HVAC system. Much work has been done but, as of the end of December, that study is not yet complete.

Lighting

In May 2011 Town Meeting approved \$60,000 for interior lighting work. In July we contracted with an engineering firm for the design work on the first phase of the project, a new emergency light system. When we receive the completed plans, the construction phase will begin. The remaining funds will then be used to replace over-heating compact florescent (CFL) fixtures with an updated model with a re-designed electronic ballast. In addition, Cape Light Compact has agreed to replace a number of fixtures, at no cost to us, in areas where energy can be saved by reducing lighting levels.

Vehicle and Pedestrian Safety

Last winter the Town Engineer prepared plans to modify the parking lot and add parking lot lighting. In May Town Meeting approved an article for \$29,000 for this project. An electrician is working on the lights, which are expected to be installed soon. Work on the parking lot will be completed in the spring or fall of 2012. In a related matter, Town officials recently agreed that the crosswalk in front of the Library needs to be moved to the corner of Oak St. and made ADA compliant. The need to add a crosswalk near the intersection of Bank St. and Parallel St. has been noted, as was the need to make the crosswalks at the intersection of Bank St. and Main St. ADA-compliant.

Exterior Preservation Work

This year we have submitted a \$39,000 funding request to the Community Preservation Committee for historic preservation work on the Main St. side of the original Brooks Block, which was built in 1880. The building won a Historic Preservation Award for the renovation project, completed in 1998, from the Massachusetts Historical Commission.

Library Staff

This year three of our five full-time staff members and a part-time employee had babies - all boys. Fortunately, the 12-week maternity leaves of the full-time staff members were staggered, and with the terrific depth of our staff we were able to continue to provide high quality services without missing a beat. Lisa Eagar received a temporary promotion to cover our clerk's maternity leave, which began in July. Gordon Benoit received a temporary promotion

when the Reference Librarian went on maternity leave in November, and Emily Milan received a temporary promotion during the Youth Services Librarian's absence, which began in April. Our staff members in FY11 were:

Library Director:	Ginny Hewitt
Public Services Librarian:	Suzanne Martell
Reference Librarian:	Jennifer Pickett
Youth Services Librarian:	Ann Carpenter
Assistive Technology Coordinator:	Carla Burke *
Admin/Reference Assistant:	Nicole Hansen *
Senior Library Technicians:	Gordon Benoit *
	Joanne Clingan *
	Phil Inman *
	Emily Milan *
	Pam Paine *
Library Technicians:	Chardelle Davis *
	Lisa Eagar *
	Lee Kelley *
	* part-time employees

Our substitutes this year were: Matt Dilts-Williams, Adrienne Eldredge, Ann Flynn, Sarah Idman, Vince Kraft, Jackie Leach, Jeanne MacEachern, Judy Nichols, Linda Quinlan and Melissa Stello. Three students - Rose Cronin-Jackman, Jarek Lenda and Kelly Murphy – served as part-time Library Pages for the summer of 2011.

Trustee Meetings

The Board of Trustees welcomes your input at our meetings, which are held on the second Wednesday of the month at 7 pm. The agendas, minutes and reports are posted on our webpage, www.brooksfreeibrary.org. You may also contact us about any issues or concerns by writing to: Brooks Free Library Board of Trustees, 739 Main St., Harwich, MA 02645.

Respectfully submitted,

Brooks Free Library Board of Trustees

Joanne Brown, *Chairman*

Mary Warde, *Vice Chairman*

William D. Crowell, *Treasurer*

Diane Schoenfelder, *Secretary*

Elizabeth Drewes

Kathleen Remillard

Jeannie Wheeler

Ginny Hewitt, *Library Director*

Brooks Free Library Statistics

FY2002-FY2011

	Open Hours	Items Checked Out	Circulation per Open Hour	Total Inter-Library Loans	Items Sent to Other Libraries	Items Rec'd From Other Libraries	Items in Library Collection	Reference Questions
FY2002	2076	128462	61.9	14677	6305	8372	58439	6053
FY2003	2078	132869	63.9	24363	11636	12727	56833	8955
FY2004	2066	145212	70.3	29264	11661	17603	55784	11416
FY2005	2038	151871	74.5	33236	13881	19414	59565	12263
FY2006	1848	156630	84.8	37849	16899	20950	63041	12126
FY2007	1796	169529	94.4	44147	19274	24873	66393	13866
FY2008	1980	193024	97.5	52435	24662	27773	68620	13183
FY2009	1970	211719	107.5	61304	27881	33423	70454	15035
FY2010	1978	225385	113.9	65829	29563	36266	72620	15471
FY2011	1993	233533	117.2	71517	34615	36902	76093	15626

	Public Computer Sessions	Wireless Sessions	Adult Programs	Attendance Adult Programs	Young Adult Programs	Attendance Young Adult Programs	Childrens Programs	Attendance Childrens Programs
FY2002	14722		71	673			234	8255
FY2003	17624		235	1916	<i>included in Adult counts</i>		285	8338
FY2004	22784		341	2592	<i>until FY2010</i>		284	6759
FY2005	24215		496	2826			249	5939
FY2006	22124	5460	602	2608			254	7317
FY2007	23264	7790	396	1065			269	7303
FY2008	26400	7265	323	2460			286	8306
FY2009	27822	9052	534	3776			304	7701
FY2010	28342	10260	575	4047	42	273	317	6541
FY2011	30236	9692	602	3638	40	244	336	6775

Report of the **Treasure Chest**

The purpose of The Treasure Chest is to recycle GOOD, CLEAN items such as Clothing, Housewares, Games, Toys, Books, Furniture, and Yard Tools; just to name a few.

We have been getting busier and busier as time goes by. We need VOLUNTEERS!!!!

We need volunteers to join a good, happy group of workers who work 6 hours or 3 hours shifts on either Saturdays or Sundays... Could use volunteers also on Wednesdays to clean the place.

Ninety Five Per Cent of the patrons are very kind, thoughtful and dear people, who appreciate all of our hard work. YOUR HELP IS NEEDED... All of the volunteers needs your Help.

"Thank You" to the Selectman, Sandy, and Ann for their assistance when needed. Thanks also to Lincoln, Mike, and Dave and the others that give us a helping hand that we need to keep in operation.

My special "Thanks" to all of the Volunteers of The Treasure Chest and they are in need of HELP.....

Graciously Submitted,

Pauline Ashton

Report of the **Veterans' Services**

In 2011 we were able to add an additional service officer to the Lower Cape operation. Harry Rae joined our staff and covers our Provincetown office as well as assisting Wil Remillard with the staffing of our Harwich office. As a result we have been able to increase our hours in Harwich to 9:00 AM to 4:00 PM Tuesday, Wednesday and Thursday. This has allowed us to respond to the increasing demand from our returning Iraq/Afghanistan veterans as well as the changing needs of our World War II, Korea, Vietnam and peacetime veterans.

Due to difficult economic conditions and increasing medical costs, we have seen upward pressure on local assistance to low-income veterans. In 2011 we provided local aid of over \$19,000 to the town's needy veterans. These benefits were reimbursed to the town at 75% by the Commonwealth.

We also filed numerous claims with the Veterans Administration for service-connected disabilities for Harwich veterans and low income federal pensions for veterans and widows. Federal monies paid to Harwich veterans and widows in 2011 totaled just under three million dollars. These funds greatly reduced the demands on our local aid program.

Our objective is to be a one-stop center for all of the benefit needs of both veterans and their spouses and our staff works very hard to meet that goal. We are anxious and willing to assist with claims and information for the full range of available services.

We encourage any veteran or dependent of a veteran to contact us at 1-888-778-8701 Monday through Friday from 8:30 AM to 4:30 PM. We can also schedule appointments in one of our offices, in the Town Hall, at your home or any location that is best for you.

We would like to thank the Town Administrator, Treasurer and Town Accountant for their help.

In the Service of all Veterans,

Edward F. Merigan, *Director and Veterans' Agent*
Wilfred Remillard, *Harwich Veterans' Service Officer*
Harry Rae, *Lower Cape Service Officer*

Report of the **Voter Information Committee**

We respectfully submit the annual report of the Harwich Voter Information Committee for the year 2011.

Here are the highlights of the past year:

- January and February: During these months we reviewed our activities for the prior year and began discussing our plans for 2011.
- March: On March 1 The Voter Information Committee facilitated a program, Running for Office. Our panelists, Robin Wilkins, Joanne Greene, Shirley Gomes and Fran Ballam, who have all served on various boards and committees, focused on the rewards and challenges of seeking election to a town board or committee. The goal of the program was to encourage more residents to step forward and embrace public service. During our March 16 meeting ideas were developed for the annual Meet the Candidates program. Harwich resident and news director at Quantum Communications, Matt Pitta, offered suggestions for a more effective format as well as strategies that might help increase attendance. Matt's perspective provided us with valuable insight. We are appreciative that he was able to find time in his busy schedule not only to assist our planning but also to moderate Meet the Candidates forum. On March 22 a financial forum was held in the Griffin Room located in the Town Hall. Town Administrator James Merriam, Financial Director/Town Accountant David Ryan, Superintendent of Schools Dr. Carolyn Cragin, and Selectman Angelo LaMantia discussed the most current financial data for both the town and schools. Understanding voters would face significant financial decisions during the Annual Town Meeting in May, the forum provided important fact-based data that would lead to an accurate understanding of town and school finances. We appreciate the efforts everyone who participated, assisted us in planning and broadcasting our programs.
- April: Moderated by Matt Pitta, Our annual Meet the Candidates program was held on April 28. Candidates running for selectmen, school committee, regional school committee, water commissioner and library trustee participated. Thank you to Sandra Davidson, Executive Director, Harwich Chamber of Commerce who assisted in questioning those seeking elective office. The event was well attended and offered the public a chance to become acquainted with the candidates. Our sincere thanks to everyone who helped to make the event successful.

- At its May 25 meeting, the committee reviewed the April 28 program and considered ideas for the fall. We continued on-going discussions for recruiting new members. The committee will continue its work with Joanne Rys, serving as Chairman and Peggy Rose serving as Clerk.
- September and October: The committee again continued to consider ideas for the recruitment of new members. To date, no new individuals have stepped forward. With only three members serving, the committee has concluded that our activities may have to be curtailed unless additional members are appointed. The Voter Information Committee was busy preparing for and facilitating a Pre-Town Meeting forum held on October 24. Articles on the warrant for the Special Town Meeting scheduled for November 7 were discussed. Ballot questions for the November 9 election were also reviewed.
- November: On November 28 The Voter Information Committee presented the annual report to the Board of Selectmen. Once again we requested continued and active support from the Selectmen for the purpose of recruiting new members. Our annual report was accepted with thanks and a suggestion regarding our recruitment efforts. The Committee also acknowledged the letter of resignation sent to the Board of Selectmen from Betty Pino. We thank Betty for her service and wish her the best of luck in any future endeavors.

Always striving to remain neutral, The Voter Information Committee is dedicated to helping the public understand important town and school issues. The members take great pride in their work yet remain open to new ideas and suggestions that will make our impact more effective. Acknowledging our goal to pursue achievable goals, planning will continue to be realistic with consideration given to the fact that we have no budget and currently only two members.

Please consider serving on the Voter Information Committee. We would be happy to talk about the role of the Voter Information Committee with anyone who is interested. Applications for appointment can be secured at the Town Hall in the Selectmen's Office. They also can be found at the back of the Harwich Annual Town Report.

In closing, the Voter Information committee thanks Jill Mason, Channel 18 Director and Jamie Goodwin for their continued help and support in broadcasting our programs. Also, sincere thanks to Channel 18 volunteers for the willingness to help us reach so many of our residents. Finally, thank you to those who have participated in our programs and have shared their and ideas. The positive feedback received has caused us to conclude that the benefits of our informational programs have had a worthwhile impact on our residents.

Respectfully Submitted,

Joanne Rys, *Chairman*
Peg Rose, *Clerk*

Report of the **Harwich Youth Counselor**

To the Honorable Board of Selectmen and the Citizens of the Town of Harwich, I am pleased to submit the Annual Report of the Office of the Youth Counselor for the year 2011 and recognize the community members who support the needs of Harwich Youth and their families.

Counseling referrals increased for 2011. Unemployment is playing a significant role in the presence of overwhelming stress in the lives of many Cape Cod families. Flattened salaries, reduced hours and steadily increasing inflation also contributes to stress. The Youth Counselor's caseload was often as high as 25 consumers including parents who sought counseling in record numbers. In addition to individual counseling, the Youth Counselor offered self-esteem groups for middle school girls, support groups for grandparents raising grandchildren, and groups which taught stress reduction to high school students.

The Youth Counselor is active on many committees and coalitions. The Freedom from Addiction Network (F.A.N.) is a network comprised of Cape Cod & the Islands residents from diverse sectors whose mission is to affect community change to reduce substance abuse. F.A.N. meets monthly at Cape Cod Community College and is currently working on a Youth Action Community Forum scheduled for late May 2012. There has been a sharp rise in illegal prescription medication abuse and addiction, particularly with painkillers, and the Youth Counselor will be working toward the goal of doing a comprehensive needs assessment focusing on substance use and abuse which could result in grant funds for implementing meaningful and efficacious prevention programs for youth. The Youth Counselor will work with F.A.N., THE Cape Cod Justice for Youth Collaborative and Barnstable County Human Services toward this end.

In May of 2011, the Safe & Drug Free Schools & Communities Committee partnered with the Harwich Schools to present an anti-bullying multi-media event for parents and community members. Drama, poetry, video and music were all used to educate the public and students about anti-bullying efforts in schools. Smaller events are planned for 2012.

The Youth Counselor also worked with Harwich High School Friends of the Arts, The Friends of Harwich Youth, Chatham Recreation Teen Coordinator Sharon Powell, Cape & Islands Suicide Prevention Coalition and the Friends of the Harwich Community Learning Center Programs on various projects and events that benefit youth ages 4-18. These include but are not

limited to: fundraising for enrichment programs, community forums/walks to raise awareness about suicide prevention and postvention, collaborations with Harwich and Chatham such as Girls' Night and Boys' Night, and fundraising to keep the community center open on Saturday nights.

I submit this annual report with thanks to my peers, colleagues and the entire community for caring so much about the present and future lives of our kids. I consider myself one of the luckiest people on Cape Cod because I get to work with teenagers as well as adults who believe that all young people grow and flourish through connection and encouragement. My gratitude is boundless.

If you are interested in attending a Harwich Youth Services Committee meeting, we convene the 2nd Tuesday of each month at 2:10 pm at the Harwich High School. To find out more about the committee's mission and how you can join, call Chairperson Melissa Clayton at (774) 836-2142.

Sheila House, *Harwich Youth Counselor*
Master of Science
Licensed Clinical Mental Health Counselor

Harwich Youth Services Committee
Melissa Clayton, *Chair*
Linnea Snow, *Co-Chair*
James Hartley, *Secretary*
Barbara Segal
Robin Titus
Nadia Schuessler

PUBLIC SAFETY

Report of the **Building Department**

I hereby present my report of activity for the Building Department for the calendar year ending the 3rd week in December, 2011.

Revenue summary for calendar year ending December 21, 2011: Total \$ 323,115.50

Building	\$177,699.50
Gas	\$27,185.00
Plumbing	\$39,240.00
Electrical	\$77,792.00
Other	\$1,199.00

Summary of Permits Issued during the calendar year 2011: Total No.: 1,007

Residential Permitting: #	Commercial Permitting: #
Single Family 28	New Construction 6
Multi Family 2	Alterations 27
Additions 92	
Alterations 507	
New Construction 63	
Other New Construction 25	
Various others 112	
Total Residential 829	Total Commercial 33
Other: #	
Cert.of Inspection 75	
Historic 21	
Rental Density 17	
Board of Appeals 32	
Total Other 145	

**Summary of Cost of Construction related to permit issuance:
Total \$ 35,295,817**

Residential Cost of Construction	\$26,345,863.00
Commercial Cost of Construction	\$8,949,954.00

Fiscal Year 2011 Summary: Total \$ 299,791.00

Building	\$185,554.00
Gas	\$24,820.00
Plumbing	\$37,565.00
Electrical	\$51,842.00

The Building Department has also allocated resources pursuant to MGL 40A and the Town's Zoning By-Laws for Zoning Determinations and/or Enforcement Actions. During calendar year 2011, the Department has responded to 81 written requests.

The Building Department would like to wish Judi Wilson, the Clerk of the BOA, all the best as she moves on, and thank her for all her efforts while in service to the town.

Finally, I would once again like to thank the professional staff of the Building Department for the positive and dedicated way that they have facilitated this level of construction.

Respectfully Submitted,
Geoffrey S. Larsen, *CBO*
Building Commissioner

Report of the **Department of Emergency Management**

Another year is in the books and we all wonder what 2012 will bring. Your Emergency Management Team has had another busy year. Mother Nature continues to let us know that she and only she is in charge. Various parts of the State have suffered some pretty horrific weather related issues during 2011. We here in Harwich have been pretty lucky.

We continue to have one of the best, if not the best, Emergency Management Teams in the State. We have a plan and we have well trained Town Employees who are ready to respond at any time. We continue to offer additional training through the year to all our team and many have taken part.

With the help of the Fire Department, Water Department and the Public Works Department Emergency Management was able to purchase a used Electronic Sign Board. This will be used around Town to let you know of upcoming events or special notification in the event of an emergency. Buying a used message Board saved the Town Fifteen thousand dollars and with the proper maintenance it will last for years.

We continue to use the Community Center as a warming or cooling center depending on the weather. You can always feel comfortable going to the center in the event you or your neighbors have a heating or cooling issue.

Working with the Health Director Emergency Management again assisted in the running of the annual flu clinic. Participation was low this year as many commercial outlets are offering flu shots .Our clinics are open to all Harwich residents 18 and over. We continue to see a decrease in assistance from the State with our flu clinic. The State continues to decrease how much vaccine we get each year. Paula Champagne has had to buy vaccine to ensure we have enough for our residents.

We continue to use the Emergency Alert System through the Water Department. Please take a few minutes and make sure you are subscribed to the EAS. You can find forms on the Water Department Home page, the Emergency Management Web page and at various Municipal buildings around Town. Please do not assume that you are part of the system, please check.

Channel 18 is one major way I use to get information out to you. Jill Mason, Director, is also the Public Information Officer for Harwich Emergency Management. We have tried to put out information that will help you weather any storm that may come our way. Please get in the habit of checking CH

18 once in a while. If there is something going on it will be on Channel 18 first and we try to keep you updated as often as possible.

I am so proud of our volunteers. They are ready to help anytime they are asked. Barbara-Ann Foley, COA Director, is the Volunteer Section Chief for Harwich Emergency Management. If you have a skill or just want to help please give her a call. We are always in need of help.

My Logistic Chief, Carolyn Carey, Community Center Director, is my go to person if we need anything. She keeps an inventory of all our supplies and if we don't have it and need it, she will find it and get it for us.

Planning is a big part of Emergency Management and I have Craig Weigand, Superintendent Harwich Water, as my Planning Chief. Craig puts together our incident action plan. This document is well over 30 pages for each incident. Not an easy feat but its gets done.

I cannot forget to mention the one person that keeps this railroad on the tracks. Bob Currie, Special Police Officer, takes care of all our equipment. One phone call to Bob and whatever problem I have is fixed. Some of our equipment is old and needs constant upkeep and repair.

I will be requesting at Annual Town Meeting an article to begin replacing our portable generators. Some of these generators are 15 years old and repair costs are high. We use these generators to power the three sets of traffic lights in the event we lose power. I also have used these in the pass to provide power to homes where our citizens have medical equipment requiring street power. I would ask that you support this article at Town Meeting.

Hurricane Irene turned Tropical Storm Irene should have been a wakeup call to all of us. The damage done and the power loss were significant. Many of our commercial business' lost thousands of dollars of inventory. Harwich Emergency Management in concert with Public Safety as well as the Towns Management Team started planning well in advance of landfall. Police and Fire increased shift coverage as the hurricane advanced. The Regional Shelter was opened at Cape Cod Tech. I opened the Emergency Operation Center at the Public Safety Facility. The Emergency Management Team was present as well as the Town Administrator.

Our Governor declared a State of Emergency as did the Town of Harwich. Once the storm made landfall we began to lose trees and power. The Public Safety Facility was on generator power for 4 days. The Regional shelter also lost power and was on generator for three days. We had a few issues to deal with. I had to divert police manpower to clear the beaches as the surf was very dangerous. I also assigned Recreation Director Eric Beebe to the beaches as well as some of our beach staff. Please remember the power of wind and

water. My greatest fear was losing someone at the beaches and I could have used that manpower at other places in Town.

Due to the trees and power lines down and the fact that Police and Fire were stretched to the limit I called in Water Department people to block roads where live wires were down. The Public Works people were also stretched pretty thin keeping up with the calls for tress down. Chris Nickerson, Highway Forman, was in the EOC and did an awesome job moving his people around. By mid-night the storm has passed but power outages would be a big problem for us

NSTAR failed you miserably. They either were not prepared or had stretched themselves to thin. The Board of Selectmen on my request sent a letter to the Governor and the Department of Public Utilities to make them aware of our dissatisfaction. NSTAR tells us they are working on how to better response so we will see. I have to thank our Health Department and our inspectional services for their quick response after the storm.

I have said this before and I will say it again. If you do not have an emergency please do not call the Public Safety building during an event. We had four people answering phones about no power, tress down, when will power be restored. Your first call about no power should be to NSTAR's 800 number that ensures that you are on their list. You have to also be aware that at some point the winds get too high and I will order all Public Safety people off the road for their own safety. Once that happens we are all on our own until conditions improve. In the event of an emergency call **911**.

We continue to update and revise our plans as we deal with each new storm or incident. You have to do the same. You have to have a plan, you have to keep it updated and you have to practice it. For those citizens with medical or other disabilities we have to know about them so we can deal with them. We make none of this information public but without the information we cannot know what we need or what we can do to help.

In closing I want to thank my fellow Department heads for their support and help. I wish to thank the Town Administrator for his support and the Board of Selectmen for their continued support. A special thank you to the Emergency Management Team for all they do because without these people we could not get the job done. To the Town employees a big thanks for being a compassionate group who cares about their Town and the people who live in it.

To the citizens of Harwich thank you for your support and please have a plan.

Respectfully,

Lee Culver

Director

Harwich Emergency Management

Report of the **Harwich Fire Dept. & Emergency Medical Services**

The Harwich Fire Department provides superior professional fire and rescue services for our citizens and visitors to the Town of Harwich. There are several elements to accomplishing our goals of providing the best emergency services possible. These include Fire Prevention, Education, Advanced Pre-hospital Emergency Care, Fire Suppression, Hazardous Materials Mitigation and other related services. The Harwich Fire Department continues to use any and all methods available to improve on meeting our goals and completing the mission at hand.

2011 in Review

The men and women of the Harwich Fire Department are our most valued asset. As the Chief, I am proud and honored to lead these professional and dedicated firefighters every day. The Harwich Fire Department continues to attract and recruit exceptional employees. The department has a unique history of having many veteran twenty and thirty year firefighters.

Firefighter Leonard Kalbach retired last January after 39 years with the Harwich Fire Department. FF Kalbach retired after reaching the mandatory retirement age of 65. The Department hired Justin White to fill the vacancy. Justin White has just finished a long twelve weeks of recruit training, class #193, at the Massachusetts Firefighting Academy in Stowe Massachusetts. His family is glad to have him back and all of us are very proud of firefighter White for graduating at the top of his class. Justin is a tremendous addition to the Department and we are glad to have him back on shift.

Last November Chief William Flynn Jr. retired from the Harwich Fire Department after thirty six years of proud service. Chief Flynn started his permanent service in July of 1977. He rose through the ranks and was promoted to Chief of the Department in 2007. I was proud to serve as his Deputy Chief for those years and he well prepared me to take the helm as Chief upon his retirement. On behalf of the department I wish he and his wife Leslie a long, relaxing retirement.

My first act, upon being appointed as your Fire Chief was to promote Captain Kent Farrenkopf to the position of Deputy Fire Chief. Deputy Farrenkopf was hired by the Fire Department in 1984 and has served as a Firefighter, a Lieutenant and Captain. The Deputy is a well seasoned member of the department, and will be a great attribute to the town and your fire department for years to come.

With his promotion, a vacancy has been created at the Captains level. I am currently putting together a testing process and hope to fill that position within the next several months. The filling of the Captains position will create a vacancy at the Lieutenant level. The testing process will also create a list of candidates to fill that vacancy.

This year did come with the sad passing of two close friends and prominent retired Fire Captains; Captain Albert Tyldesley and Captain Bruce Young. Al joined the department in 1977 along with Chief Flynn and myself. A special bond is formed with those members that you start this great career with. In 1993 Captain Tyldesley was retired from the department with an injury sustained when he fell through a second floor fighting a fire in a large house in South Harwich.

Captain Bruce Young retired after serving forty years on the fire department. Bruce was a dedicated, inspiring member of the Harwich Fire Department. He worked until the mandatory retirement age of sixty five. Even at this seasoned age, Captain Young led crews into burning buildings with courage and a gut knowledge that the best of the best possess. Thirty five years ago, as a rookie firefighter, I was assigned to group four, under the leadership of Captain Young. I will be forever grateful to him for the knowledge and experience he shared.

The fire service is known for its legacy of having generations of family members' become firefighters. We are no different here in Harwich. Both Captain Young and Captain Tyldesley have sons, Firefighter/EMT Bruce Young and Firefighter/Paramedic Scott Tyldesley as members of the department.

PERSONNEL AND STATISTICS

Fire Department Administration

Fire Chief Norman Clarke, Jr.
Deputy Fire Chief Kent Farrenkopf
Administrative Assistant Susan Pires
Fire Inspector - Captain G. Hal Romme

Fire Department Shift Personnel

Group 1	Group 2	Group 3	Group 4
Captain Parker	Captain Clarke	Captain Mayo	
Lieutenant Mason	Lieutenant LeBlanc	Lieutenant Jaques	Lieutenant Coughlan
FF/EMT-P Deering	FF/EMT-P Mabile	FF/EMT-P Thornton	FF/EMT-P Diamond
FF/EMT-P Norcott	FF/EMT-P Ayer	FF/EMT-P Hawthorne	FF/EMT Young

FF/EMT-P Tyldesley	FF/EMT-P Walorz	FF/EMT Eldredge	FF/EMT-P Piche
FF/EMT Rego	FF/EMT-P Ford	FF/EMT-P Gould	FF/EMT-P Finn
FF/EMT-P Willis	FF/EMT Le'Toile	FF/EMT Edwards	FF/EMT Boyne

Day Shift

FF/EMT-P Sanders* FF/EMT-P White

*- Emergency Medical Service Officer

FF/EMT – Firefighter/Emergency Medical Technician FF/EMT-P – Firefighter/Emergency Medical Technician - Paramedic

HARWICH FIRE DEPARTMENT - 2011 INCIDENTS AND RUNS

Total Incidents 4069 **Total EMS transports** 1917

Incidents by Call Type

Incident Type	Total	Village	Total	Avg Resp Time
Fire/Explosion	63	North Harwich	167	7.81
Overpressure/Rupture	6	South Harwich	226	6.72
Rescue Call	2715	East Harwich	930	4.97
Hazardous Condition	308	West Harwich	410	6.43
Service Call	427	Pleasant Lake	525	6.60
Good Intent Call	182	Harwich Center	1111	4.29
False Call	368	Harwichport	562	5.59
		Mutual Aid	138	7.57

Incidents by Village

Apparatus Responses

Apparatus	Responses	Avg Resp Time	Town	Total
Ambulance 62	988	5.38	Barnstable	2
Ambulance 63	1890	5.25	Brewster	43
Ambulance 73	501	5.68	Chatham	25
			Dennis	41
Engine 64	217	6.51	Eastham	1
Engine 65	148	6.35	Hyannis	1
Engine 68	91	7.51	Orleans	12
Engine 69	1114	5.94	Yarmouth	6

Mutual Aid Breakdown

Station Responses

Headquarters 2657
Station 2 1412

* EMS calls are listed under the category "Rescue Call".

* Average Response Time are calculated from when the call was entered into the computer system to when the first unit arrived on scene.

FIRE SUPPRESSION

The Harwich Fire Department has made strides to update an aging fleet of fire apparatus. We made a bold move this year to purchase a used pumper from another Cape Cod fire department. This was a unique move for the Harwich Fire Department to consider a used piece of equipment for a front line pumper. In considering this acquisition, we were swayed by the fact this truck was in exceptional condition with less road miles and engine hours than the other pumpers in our fleet. With the support of the town meeting and subsequent ballot bond exemption vote, the tax payers provided us with funds to further upgrade the used truck and to also purchase a new pumper. Through the competitive bid process, we were able to refurbish the used truck and purchase the new truck for thousands of dollars less than the previous year's capital plan listed for one new pumper. The department is committed to provide the best equipment possible at the most cost effective price. A special mention needs to go to Linc Hooper, and the skilled mechanics at the Highway Department that keep us moving. We couldn't ask for a better group of dedicated, skilled mechanics working on our equipment.

With a new administration, it was decided to make a symbolic change to return to a red paint scheme for the apparatus. More specifically, a paint scheme of black over red was chosen. This change is a symbol of new progressive attitude and that the department is going to continue along a path of not only tradition, but to not limit our thinking to past trends and practices. We will continue on the mission of providing great fire and rescue service to the town with dedicated and well trained firefighters.

The Department is constantly seeking ways of improving its ability to provide service to the town without placing a financial burden on the town for such improvements. As in the past, this year the Department applied for and received a grant through the Assistance to Firefighters Federal Grant Program. With the funds received, the Department was able to improve its radio system as well as replace radios that were no longer able to be maintained by the manufacturer. The grant was for \$231,000 and the Town was obligated to pay a 5% match, or \$11,000. By accepting this grant, the Department was able to remove over \$70,000 from an Article at Town Meeting.

The Department will continue to look at alternative ways, such as the two mentioned above, of achieving its needs while reducing the cost to the Town.

EMERGENCY MEDICAL SERVICES

The major part of the department's service to the public is delivering emergency medical aid and pre-hospital care. The Harwich Fire Department prides

itself in having one of the finest EMS services on Cape Cod. I want to thank the Firefighter/EMTs and Firefighter/Paramedics that do a terrific job with the pre-hospital care.

The EMS Officer, Firefighter/Paramedic Rob Sanders, is responsible for overseeing the department's training in emergency medical skills, as well as managing the equipment needed to keep the ambulances in service. He does this in addition to working on shift as a Firefighter-Paramedic. Paramedic Sanders also serves the public and our professionals in developing educational programs that benefit all.

The Harwich Fire Department is forever grateful to all those who have supported our Firefighter/EMT's and Firefighter/Paramedics, as well as the entire EMS system here on Cape Cod.

FIRE PREVENTION AND INSPECTION DIVISION

It is the number one goal of any fire department to prevent fires through education and inspectional services. Captain Hal Romme is a veteran firefighter who was promoted to Fire Inspector/Fire Prevention Officer several years ago. His natural ability as a firefighter and great knowledge of building construction makes him a superior Fire Prevention Officer. Captain Romme is well versed in the latest Life Safety Codes and has extensive experience with current building regulations and codes. Through his dedication and professionalism, we provide the public with a thorough, user friendly fire prevention program. The following is a list of activities conducted by the Harwich Fire Department Inspectional Division.

Fire Prevention Statistics

Type	Number	Revenue
Inspections	528	\$34,850.00
Permits	148	\$7,215.00
Copies	38	\$225.00
Fires	1	\$100.00
Burn Permits	436	\$4,361.00
Total	964	\$39,211.00

FACILITIES

The public safety facility is in its fourth year of existing as a joint fire and police operational building. The idea of combining fire and police operations has been long termed problematic. Harwich stands proud showing how well our police and fire departments work together. Special thanks to Chief Mason, Lieutenant Mitchell, Lieutenant Gagnon and the command staff of the Harwich Police Department for working efficiently, professionally and seamlessly with the men and woman of the Harwich Fire Department. The Public Safety Dispatch Center continues to provide exceptional communication to

the police officers and firefighter on the street. As Chief I will continue to reach out to neighboring towns in an effort to share services, specifically regional services at Station 2 in East Harwich.

CONCLUSION

As your new Fire Chief, I want to thank the general public, all of the department heads, Town Administrator Jim Merriam, and the Board of Selectmen for the support and confidence in me to lead this great fire department. I would like to thank retired Chief Bill Flynn for his years of service to the department. His mentoring skills prepared me well to carry on the mission. The transition into the new administration has been seamless, greatly due to the professionalism and skills of my new Deputy Fire Chief Kent Farrenkopf. The Administrative Assistant Sue Pires works tirelessly to keep the entire organization on track. She is a key component of the success of just about every aspect of the job. I speak for the entire fire department in thanking her for her patience with us and her ability to do a great job.

In conclusion, the Harwich Fire Department will continue to protect and serve the town in the best means possible, to do our part in keeping Harwich the great place to live, and visit, that it is.

Report of the **Harwich Police Department**

To the Honorable *Board of Selectmen and Citizens of the Town of Harwich*, as the Chief of Police, I am pleased to submit the Annual Report of the Harwich Police Department for the year 2011 and recognize the personnel who provided professional public safety and law enforcement services to our community.

PERSONNEL

(December 31, 2011)

ADMINISTRATION

Chief William A. Mason

Karen F. Young, Administrative Assistant

FULL TIME SWORN PERSONNEL

Lieutenant Barry M. Mitchell, Operations Division

Lieutenant Thomas A. Gagnon, Support Division

Sergeant David J. Jacek

Sergeant John F. Sullivan, Jr.

Sergeant Adam E. Hutton

Officer Jonathan L. Mitchell

Officer Jeffery F. Davis

Detective Robert C. Brackett

Detective Michael E. Porter

Officer Neil A. Nolan

Officer Thomas D. Clark

Officer Joseph F. Labelle

Officer Richard E. Buttrick

Officer Eric J. Geake

Officer Keith T. Kannally

Officer Amy R. Walinski

Officer Keith E. Lincoln

Sergeant Richard Campbell

Sergeant Kevin M. Considine

Officer John E. Warren

Officer William M. Shelley

Officer Robert D. Hadfield

Officer Robert F. Horgan

Officer T. Paul Ulrich

Officer Aram V. Goshgarian

Officer Paul B. Boorack

Detective Marc W. Harris

Officer Derek Dutra

Officer Mark T. Holmes

Officer Peter P. Petell

Officer James R. Connery

Officer Patrick Smith

SPECIAL OFFICER - ANIMAL CONTROL

John J. Burns

POLICE RECORDS

Donna I. Tavano, Principal Clerk - Records and Elder Affairs Liaison

Stephen Cody, Principal Clerk - Firearms Licenses, Records, and Parking Clerk

SPECIAL OFFICERS

John F. Sullivan, Sr.
David R. Brouillette

Robert E. Currie
Lynda J. Brogden-Burns

POLICE CHAPLAINS

Bishop Jim David
The Very Reverend Malcolm McDowell

POLICE MATRONS

Amy L. Brouillette
Amy Handel
Cheryl Malone
Kerry E. Pentland

Julie L. Mei
Erin Hemeon
Beverly A. Murphy
Patricia Scarnici

Understanding Police Officer Compensation

There has been and continues to be some confusion about police officer compensation as indicated in recent editorials, articles, and comments that have been made. Total police officer compensation derives from a variety of sources including taxes, grants, and private companies. Base pay, benefits, and the majority of overtime expenses are included in the annual Police or General Town budgets, which are predominantly funded by local and State tax revenues. A minor portion of the overtime worked is funded by various grants obtained by the Police Department predominantly in the areas of community policing, specialized traffic enforcement, and homeland security.

Private corporations or contractors fund the vast majority of police “details.” Several large-scale public events such as road races, festivals, sporting events, and parades require additional police personnel and resources. These assignments, **which are worked by officers in addition to their regular shifts and responsibilities**, are necessary for traffic direction, road closures, crowd control, and area security. **It is important to understand that grants and private funding, not local tax dollars, pay for these additional hours worked.** Grant paid overtime and/or private details may comprise up to 20% or more of an officer’s total wage compensation.

Each detail worked is assessed a 10% Administrative Fee which goes directly to the Town’s General Fund to cover billing and scheduling administrative costs. When a police cruiser is necessary at a detail location, a separate fee is charged for that vehicle which also goes to the General Fund.

The majority of overtime worked by officers is to meet minimum staffing needs necessary to address calls for service and sector coverage. Officers are often required to work sixteen (16) hour shifts or be ordered-in on days off from home to meet these basic public safety-staffing needs. Overtime and detail compensation, regardless of funding source, is **not** included or calculated towards eventual retirement benefits.

CRIMINAL ACTIVITY REPORTED
(January 1 through December 31, 2011)

Part One Offenses					
Code	Category	2008	2009	2010	2011
001	Homicide	0	0	0	0
002	Rape	3	2	6	3
003	Robbery	3	3	6	3
004	Assault	76	69	71	108
005	Burglary	190	205	255	181
006	Larceny	157	264	221	238
007	Auto Theft	7	8	4	5
008	Arson	3	0	0	5
Total:		439	551	563	543
TAKEN INTO CUSTODY					
		2008	2009	2010	2011
Arrests, Protective Custody		314	279	248	199
Arrest Summonses		227	208	179	150
Total:		541	487	427	349
Total Calls for Service		20,774	18,580	18,337	17,952

As Chief, I have been privileged to work with an excellent staff that takes pride in their service to the community of Harwich. I would like to take this opportunity to recognize and thank Lieutenant Tom Gagnon, Sergeant David Jacek, Sergeant Kevin Considine, and Records Specialist Donna Tavano for their assistance and contributions to this Annual Report.

I continue to have the pleasure of meeting and working with several citizen groups, civic organizations, churches, and other Town departments. Their support and assistance has been invaluable in helping me understand the needs of the community and developing priorities to meet expectations in a cooperative partnership.

Personnel

In 2011, two officers ended their careers with the Harwich Police Department. On February 5th, Sergeant Chris Kender resigned and on April 8th, Officer Brian Cranshaw left to take a similar position with the Plympton Police Department. Keith E. Lincoln, who had been a Special Police Officer for the Town of Harwich since July of 1998, and Patrick F. Smith were appointed as a full-time Regular Police Officers effective November 6, 2011. As of this report, both officers are attending the Massachusetts Criminal Justice Training Council's Basic Police Recruit Training Academy in Plymouth, Massachusetts with an anticipated graduation date in May 2012.

With the resignation of Sergeant Kender, a vacancy for sergeant existed within the Department. According to the prevailing Officers' Contract, the promotional process for sergeant is comprised of three components: written examination (50%), oral board (30%), and Chief's interview (20%). A professional testing company specializing in Massachusetts police promotional processes developed the written examination. The oral board consisted of Retired Chief Ron Glidden, Deputy Chief Steve Xiarhos of the Yarmouth Police Department, Lieutenant Richard Tavares of the Bourne Police Department, and Lieutenant Dave Guillemette of the Sandwich Police Department. Members of the Oral Board commented on the high caliber of applicants they interviewed. Professional competence was clearly evident in my interviews as well. This was an extremely difficult decision as each candidate had strengths that would serve the community and Department well.

After reviewing the examination results, personnel files, and discussion with the two lieutenants, Detective Robert Brackett, who scored first on the promotional process, was selected to fill the vacancy effective January 8, 2012.

Calls for Service

There has been some question on what constitutes a call for police service. Basically, a call for service is any action or event requiring the presence of a police officer. A call for service can be something as simple as a parking complaint or business checks during the night, or as serious as a domestic violence response, armed robbery, drug investigation, or homicide. They are not counted by the number of officers or amount of time expended to address the issue.

For example, when an officer is dispatched to a parking complaint and issues a parking ticket to the violator, this is counted as one call for service. It involves one officer for approximately ten minutes. Similarly a traffic stop made for a speeding vehicle is also counted as one call for service; however, three officers responding to a fatal traffic crash involving four vehicles in a major intersection; this also counts for one call for service even though they may be on scene for over two hours conducting the initial investigation, an additional 40 to 60 hours necessary to complete the technical reconstruction investigation, several days in criminal and civil depositions and trials.

A police detective and several uniformed officers are involved in a lengthy narcotics investigation involving months of surveillance, undercover contacts, collection of evidence, search and arrest warrant executions, which result in five arrests, the recovery of a large quantity of illegal drugs, thousands of dollars in cash, forfeiture of property, and several days of trial including an appeal to the Massachusetts Supreme Judicial Court (in which the Police Department was upheld and established prevailing case law), this counts as one (1) call for service.

Accordingly, three police officers are called to the location of a domestic fight where the victim is seriously injured; the initial investigation takes over two hours to collect evidence, photograph the scene, and interview witnesses. The victim is interviewed by an officer at Cape Cod Hospital while another officer arrests, books, processes, and incarcerates the suspect. Temporary restraining orders are completed and served. Written reports regarding the incident are completed. The court officer completes the process and files the case for prosecution. Each of the involved officers are witnesses in a subsequent one-day trial. All of this count as one (1) call for service.

In another example, a local business owner requests that a suspicious vehicle in the parking lot be checked due to the recent passing of counterfeit twenty-dollar bills. The officer responds and determines that the occupant of the vehicle is waiting for his spouse to meet him there to go shopping. No report is written and the officer clears the scene in less than five minutes. This counts as one (1) call for service. The investigation, arrest, and prosecution of the two individuals identified as actually passing the counterfeit bills took well over 40 staff hours and counted as one (1) call for service.

There are many activities conducted by the Harwich Police Department that do not count as calls for service including requests for copies of records, telephone calls for information that do not generate the dispatching of a police officer, firearms licensing, citizens asking directions from a police officer, and other general patrol duties. Calls for service are just one indicator of service demands upon the Police Department.

Seasonal Variations for Public Safety Services

It is a popular belief that there are extreme variations in demands for public safety and law enforcement services May through September as compared to the remaining months. Over the past eight years, this has not been the experience of police departments on the Cape including Harwich. Summers bring an increase of calls naturally associated with visitors and large crowds not familiar with the area such as traffic congestion, speeding vehicle complaints, lost children, traffic crashes, loud parties, noise disturbances, shoplifting, off-road vehicle enforcement, fireworks complaints, and alcohol related vehicle operation.

The more serious criminal activities such as burglaries, aggravated robberies, sexual assaults, domestic violence, thefts, arson, property destruction, and drug investigations remain consistent year-round. February, March, and April have been historically high demand months for more serious police responses that necessitate greater amounts of staff time to report and investigate. Vacated seasonal homes, businesses, and property become more of a target for criminal behavior than when occupied. Staffing needs have to be

carefully evaluated to provide the most efficient deployment of available resources to meet year-round demands for professional public safety services.

The Town of Harwich continues to host many events throughout the year which requires numerous hours of planning for public safety purposes. Some of these events include the Harwich Cranberry Festival and Parade, Harwich 5k Road Race, 200-mile Cape Relay running event, Harwich Half Marathon, Harwich Port Musical Strolls, Harwich Christmas Stroll, and various other benefit events. Several of these events require the assistance of police officers from many other Cape Cod police departments.

Traffic Enforcement – Sergeant Kevin Considine

The men and women of the Harwich Police Department responded to a total of over 416 motor vehicle crashes in 2011. Over 150 of those crashes were serious in nature requiring a great deal of time for investigation and report completion. There were a total of 273 citations written this year, which included 99 for speeding and 44 citations / arrests for Operating under the Influence of alcohol.

Motor vehicle collisions result in one of the highest causes of property damage, personal injury, and death in the United States. The proper investigation of these incidents is not only mandated by *Massachusetts General Law*, they are considered one of the most expected public safety services provided by law enforcement agencies. Resulting investigations form the foundation of criminal and civil litigation. As the complexity of the incident, severity of injuries, and damage increases, the requirement for technical crash reconstruction by professionally trained officers is necessary.

Of those 150 serious crashes, the most serious crashes are investigated by members of the Harwich Police Traffic Safety Division. We are fortunate to have three crash reconstruction investigators, Officer Robert Horgan, Officer Aram Goshgarian, and Officer Paul Boorack assigned to the Cape Cod Regional Law Enforcement Council Regional Traffic Crash Reconstruction Team. The purpose of the Regional Traffic Crash Reconstruction Team is to identify and coordinate the personnel and resources of Cape Cod Law Enforcement Council member agencies to properly investigate serious and/or complex collisions when personnel expertise or equipment needs exceed the capabilities of an individual department. Members of the Harwich Police Traffic Safety Team assigned to the Cape Cod Regional Traffic Crash Reconstruction Team have been called out to assist numerous Cape police agencies in traffic reconstruction over this past year.

The Harwich Police Traffic Safety Division was also very busy this year handling speeding complaints, requests for radar patrol and traffic safety concerns such as line of sight issues, roadway hazards and roadway improvement

projects. This past year, we have worked closely with the Highway Department to address these concerns in order to make our roads a safer place to travel.

The traffic division operates two mobile speed measurement devices. These radar units advise motorists of their speed and also allow us to record all speed history as well as vehicle count history for the given roadway. Residents may request the speed devices in their neighborhood at any time during the spring, summer and fall seasons. Special thanks to Officer Robert Currie for continued support and deployment of these devices.

Finally, the traffic division works closely with the Harwich Traffic Safety Committee in working together to address traffic safety concerns. Special thanks to Officer Paul Boorack, who is our liaison to the Traffic Safety Committee.

Citizen's Police Academy – Sergeant David Jacek

The Harwich Police Department was pleased to report the graduation of the 15th Session of the Citizen Police Academy on November 21, 2011. The 22 class participants were instructed on subjects such as criminal law, domestic violence, drug and narcotics enforcement, O.U.I. investigations, gangs, crime scene processing, accident investigation, use of force, police administration, and probation. Instructors included Sergeant Kevin Considine, Sergeant John Sullivan, Detective Robert Brackett, Detective Michael Porter, Officer Aram Goshgarian, Officer Neil Nolan, Officer Joseph Labelle, Officer Derek Dutra, AC Officer Jack Burns, Dispatcher Katie Varley, Barnstable County Deputy (CIO) Terry Dinnan, Probation Officer Wayne Chase, and Academy Director Sergeant David Jacek. The course also included a ride-along in a cruiser and a firearms day. The ten week Academy met each Thursday evening with many of the classes involving “hands-on” experience in lifting fingerprints, photographing and collecting evidence, completing an accident investigation, and a firearms course. The graduates were:

Leo Cakounes	Evangeline Cakounes	Michael Dowd
Barbara Dowd	Bernice Selmeski	Eugene Selmeski
Michael Sekerak	Harry Powers	Pamela Kingston
Jane Fulton	Robert Fulton	Raymond Kingston
Sam Simonis	Andrew Higgins	Donna Richardson
Evelyn Tobey	Paul Studzinski	William Osborn
Audrey Osborn	Patricia Switchenko	Richard Stawiarski
Larry Hake		

The purpose of the Academy is to provide citizens with an understanding of the duties, responsibilities, and procedures related to the law enforcement profession. Under the direction of Sergeant David Jacek, the Citizen Police

Academy continues to be revised and improved to include more interactive presentations, which provide a better learning experience for the participants. This was the largest and most enthusiastic class to date. In addition Evangeline Cakounes, who attended with her father Leo, was the youngest graduate of the Academy since its inception. The next session of the Academy is scheduled to start in September 2012. Interested citizens are encouraged to contact Sergeant Jacek for further details and an application package.

Police Liaison to the Council on Aging – Records Specialist Donna Tavano

Although Harwich crime statistics continue to fall, mirroring the national trend, due to a reduced population of males 18-25, the senior population both nationally and locally, is becoming more prominently featured as both participants in, and victims of, crime. The bulk of the baby boomers are now in their 50s and 60s. Harwich, Orleans, Chatham and Brewster have the highest populations of the oldest seniors in the state. In this town, when a house is broken into, it is likely a vacationing senior who is affected. Seniors are increasingly victims of financial exploitation, abuse and fraud. We are also noting a new phenomenon of seniors who are suffering with substance abuse issues. As the general population continues to achieve longer life spans, we see more and more seniors living in place in Harwich with developing dementias and lack of family or institutional support. As a result, they and the public are at a greater risk as they continue to operate motor vehicles and possess firearms.

As Elder Affairs Liaison, I facilitate a close relationship between Town agencies, which can assist compromised seniors in a discrete and necessary way. The Council on Aging, Fire Department, Health and Building Departments and Town Hall are but a few of the municipal agencies that work together with the Police Department to keep our seniors safe. Along with working “hands on” with seniors and their families to achieve good solutions, this department attempts to keep seniors abreast of crime trends and scams through the Blue Light Special, a column in the Council on Aging newsletter. We have also hosted a number of senior safety seminars this year regarding both general crime and specific local concerns.

The department is presently attempting to establish a medication disposal kiosk, which would be located at the police/fire station and enable residents to dispose of unwanted medications quickly and safely, keeping them out of the hands of criminals and the groundwater. 2011 will offer us opportunities to share even more information with the community to keep us all safe and able to enjoy to the fullest this wonderful place in which we live.

Alternative Funding Sources – Lieutenant Tom Gagnon

In August of 2011, final installation occurred on a solar array at the Harwich Police Department. This project was funded by a Energy Efficiency and Conservation Block Grant obtained from the Commonwealth of Massachusetts Executive Office of Energy and Environmental Affairs in the amount of \$140,000. It is our hope that this new array, which was constructed at no cost to the Town of Harwich, will save between \$7,000 and \$10,000 per year on our electrical cost. This would not have been possible without the help of Town Engineer Robert Carafelli, Town Surveyor Paul Sweetser, and Town of Harwich resident Franco Previd. The Harwich Police Department will continue to seek out grants for this type of project as the array was constructed with the idea of future expansion.

Through the Federal Department of Justice, the Harwich Police Department applied for and was awarded \$13,600 for the purchase of "Bullet Proof Vest". Matching funds in the amount of \$13,600 must be provided by other sources for this grant. The Harwich Police Department will apply for these funds from the State of Massachusetts Bullet Proof Vest program, but if funds are not available from the state, the Harwich Police Association has generously agreed to provide the matching funds.

The Harwich Police Department constantly researches and applies for grants in an attempt to lessen cost for services to the Town of Harwich. Currently the Harwich Police Department has grant applications pending for Underage Alcohol Enforcement and Child Passenger Safety Equipment.

The staff of the Harwich Police Department moved into the new public safety complex in August of 2009. As with any new building, we expected issues with the various components that operate our heating, ventilation and air conditioning systems. During this past year we have encountered issues with this system that we never expected to occur such as burned out circulating pumps, technological issues, and the failure of a pressurized holding tank. These issues were costly and required an emergency request to the Finance Committee for their repair. We thank Town Finance Director David Ryan and the Town of Harwich Finance Committee for their assistance and cooperation in seeing that these items were addressed.

Tropical Storm Irene caused damage to the Public Safety Complex as well. Due to electrical surges and an unknown construction issue, the building and some equipment suffered damage. During the storm a large portion of the building was not at proper power levels. While the problem that took place during construction was remedied, some equipment needed to be either replaced or repaired. All required documentation has been prepared and presented to Emergency Management Director Lee Culver who is working with

both state and federal agencies in an attempt to obtain some reimbursement of the cost to repair the damage as well as the cost of personnel that responded and was on duty during this storm.

I am pleased to provide the citizens of Harwich with my twelfth *Annual Report* of the Police Department. This document highlights some of the major accomplishments and events over this year; however, it does not reflect all of the successes and services provided consistently by every member of this organization. It is the consistent delivery of quality services to this community and the positive partnership with the citizens of this Town that continues to be the Department's most important attribute.

In conclusion, I would like to gratefully acknowledge the support and assistance given to me by the staff of this Department. In addition, a special thanks to the *Board of Selectmen*, Finance Committee, Capital Outlay Committee, Town Administrator Jim Merriam, and his staff for their willingness to assist me over this past year. Once again, special thanks goes to Karen Young, my Administrative Assistant, for her perseverance in meeting endless deadlines, developing reports, attention to details, directing calls, and budget maintenance. If you have any questions or need additional information, please feel free to contact me at your earliest convenience.

Respectfully submitted,

William A. Mason
Chief of Police

Report of the **Harwich Public Safety Dispatch**

The Harwich Public Safety Dispatch/Communications Center has been successfully operating in the town's Public Safety Facility for the past three years. The day to day operations of Harwich's communications center has been operating smoothly and efficiently, handling everything from routine medical calls and traffic related issues to major structure fires, motor vehicle accidents, and armed robberies. Since the combined dispatch center has two personnel on duty at all times, the Public Safety Dispatch is able to provide a more comprehensive system to the public. Having two dispatchers working simultaneously allows the communications center to dispatch both fire and police units to individual incidents or to the same incident if necessary. The closest unit to the incident, upon arrival, evaluates and advises if additional resources are needed. These past three years have proven that the combined dispatch system is a reliable means of serving our community.

Personnel

The Harwich Public Safety/Communications Center is always staffed by two dispatchers who work ten hour days and fourteen hour nights on a rotating schedule. The Deputy Fire Chief oversees and manages the joint dispatch system with the help of the Police Department Patrol Lieutenant. A management team made up of representatives from both the fire and police departments also contributes to the daily functions of the public safety dispatch system. In 2011 the following personnel comprised this management team: Lieutenant Mitchell [HPD], Sergeant Hutton [HPD], Sergeant Considine [HPD], Lieutenant LeBlanc [HFD], and Firefighter/Paramedic Tyldesley [HFD].

Recent Events and Incidents

This year has been quite busy with the occurrence of Hurricane Irene in addition to the normal incidents. During the hurricane, Harwich Public Safety Dispatch saw an immense spike in calls over a two day period. Between August 28 and August 29 they received a total of 249 calls, and between August 29 and August 30 dispatch received 151 calls for both police and fire incidents. This was a drastic increase from what both departments see on a regular daily shift. This was due to the sweeping power outages our town faced, the many difficulties that arose from the high winds, and other weather related incidents.

In 2011 the Town of Harwich Fire Department received a grant for the upgrade of the communications system. This grant was obtained through the Assistance to Firefighters Grant (AFG) program, which was handled by Lt. David LeBlanc. This grant has allowed the Fire Department to purchase a new

radio system to increase its coverage area. The grant has also allowed the department to train personnel on the new system that provides a caller ID signal to dispatch to identify which firefighter is calling. The new system also incorporates an emergency button which allows firefighters to notify dispatch if they are in trouble. This simple button helps increase the protection and safety of Harwich firefighters by identifying specifically who is in trouble and allows the responders to react swiftly and appropriately to the situation.

Looking towards the future, the communications center is researching the use and incorporation of a GIS (Geographic Information System) mapping system to increase efficiency and response time to calls. Currently, the department uses an older computer program, which accesses a town street index and a paper map book to locate the address of a specific emergency incident. The new system will provide a quicker and more accurate way to locate a street address thereby improving emergency response time.

Harwich Public Safety Dispatch Staff

Kent J. Farrenkopf, Deputy Fire Chief/PSD Supervisor

Dispatchers:

Margaret Mantos	Amy Brouillette	Diane Nicholson
Iris McNally	Julie Judge	Amy Handel
Mike Eldredge	Katie Varley	Alice Bonatt [part time]

Summary

Harwich Public Safety Dispatch handled over 17953 calls for service over the past 12 months. The public safety dispatchers are to be commended for their dedication and commitment to providing a quality service to Harwich Fire and Police Departments and to the citizens and visitors of this town. The town's fire and police departments will continue to seek new means of improving the current dispatch system and ways to decrease costs. A Barnstable County E911 study has just been released regarding the regionalization of the 911 system and all public safety dispatch centers on Cape Cod. This means that in the future, the town's Fire and Police Departments will be looking into the benefits of changing Harwich's current system to a regional public safety dispatch or building upon our current system to incorporate other emergency service departments throughout Cape Cod.

Respectfully submitted,

Kent J. Farrenkopf
Deputy Fire Chief

ENVIRONMENT & PUBLIC WORKS

Report of the **Architectural Advisory Committee**

During the year 2011, the Architectural Advisory Committee reviewed and acted on 29 signs, site plans and commercial buildings. We hope our input has made an impact on preserving the charm of the Town of Harwich.

We are pleased with the cooperation of the applicants as well as with the results of our efforts to impede any visual pollution.

Respectfully submitted,
Barbara Scott Josselyn, *Chair*

Report of the **Bikeways Committee**

The recent addition of Hank Janson and Matt Van Gelder (owner of Dennis Cycle) to our previous complement of Jay Kennedy, Eric Levy, Dennis Mozzer, Fran Salewski and Dick Thomas brings our membership up to seven, our allotted number. However, anyone interested in the Committee is welcome to attend our meetings and become a member should a vacancy occur.

Our broad goals continue to be maintaining the Old Colony Rail Trail (OCRT), improving bike safety, and enhancing the bike environment.

On maintaining the OCRT, the Highway Department was able to obtain funding for the repair of root and other surface damage in the area from Oak Street west to the junction with the Cape Cod Rail Trail. We hope this year to be able to extend that repair east to the Chatham line.

On bike safety, we conducted, in June, with the assistance of members of the Harwich Police Department, a hands-on rodeo at the Elementary School. It was a beautiful day replete with plenty of school children, bike and helmet checks, obstacle and safety courses and a drawing prize, all topped with hot-dogs at the end. Plans will soon be underway to run the event again this year. Also, with some prodding from the Traffic Safety Committee, the Board of Selectmen took a first step toward improving the safety at road/trail crossings. Additional advanced warning markings will be added at the Route 39/Trail crossing as a test to see if they help in alerting drivers of the crossing. The test will be monitored by the Bikeways Committee. If successful, the markings will be added at other trail/road crossings. We also plan to continue our work in developing a network of safe routes to the schools that will enable school children to bike to school, even from Chatham. We hope to provide more "Share the Road" signs on bike-able roads in Town.

On enhancing the bike environment, we completed signage along the OCRT advising bicyclists of services available to them in Harwich Center, such as restrooms, food, lodging, and attractions. We hope to provide some additional informational signage this year. We also published a brochure of Harwich Center that will be available at dispensing boxes along the Trail. The brochure contains a map of Harwich Center and shows the location of the respective services. Further, the High School Lot 5 was formally commissioned as a parking lot for bicyclists during the summer by the construction of a path through the woods connecting the Lot with the OCRT. It is expected that the Lot will relieve congestion at the Brooks Park and Town Hall parking lots.

Other projects that were worked on in 2011 and that will require our attention in 2012 were monitoring the Route 137 project, and working with the Town Planning Department on Comprehensive Plan goals, especially establishing a bike/pedestrian link between the OCRT/Harwich Center and Harwich Port. The Bikeways Committee was a player in the formation of The Lower Cape Bike Pedestrian Coalition (LCBPC), a group comprised of representatives from all the lower Cape Towns. The LCBPC meets periodically to discuss and attempt to resolve bike/pedestrian issues of mutual interest to the multiple Towns. One completed project the LCBPC participated in was the Cape Cod Regional Transit Authority publication of Cape bus and bike route. The Map on the back side has local bike routes in each of the Cape Towns. In this vein, the Harwich Bikeways Committee hopes to develop one or more maps specific to Harwich expanding on the work done in connection with the CCRTA map. The Bikeways Committee also participated in the 2011 MASS Bike Week and, as part of the week, co-hosted with Chatham Bikeways a Bike Movie night at the Box Office Café. This participation will be continued in 2012.

Our long term goal is to obtain for Harwich the official designation of a "Bike Friendly Community." Part of this goal is improved facilities for on-road riding. Harwich has long stretches off-road trails. Because these trails are multipurpose, they are becoming over-crowded, and on-road riding needs to be made more available and encouraged. Not only will this relieve congestion on the trails, but it can also relieve road congestion by getting commuters, beach goers, shoppers and others out of their cars and on to bikes.

Report of the **Cemetery Commission**

Over the past year, the Commission has continued to focus on several fronts including: continued close cooperation and coordination with Town Departments and organizations; expansion of the Town's cemetery resources, mapping and indexing Town cemeteries, expansion of Evergreen Cemetery and South Harwich Cemetery.

During the past year working with the Town Engineering Department, the Highway Department and the Commission completed the design and paving of the new parking lot in South Harwich Cemetery with Handicap access. The Commission, along with Michael Ford, Town Attorney will complete the Land Swap with Richard Roy, improving the cemetery access.

The Evergreen Cemetery Expansion projects I and II have been completed. Phase one the design and layout of the sections in the cemetery, included base coat on roadway, irrigation installed, loam spread, Hydro seeded and Nickerson Markers installed. Phase II saw completion of the Veterans Section markers installed, top coat to roadway paved and Ellis Section layout. The Commission will begin Phase III with installation of the Ellis Section Markers and the design of cremation section. Thanks to the Community Preservation Committee (CPC) and Town Meeting vote we will be able to go out to bid on trees for evergreen cemetery in March to be planted in April 2012.

The Harwich Center Cemetery Stone Restoration and Preservation project is in the process of being mapped. All the structures in the cemetery have been indexed and numbered. The Commission, with the help of the CPC will have the stone restoration project ready for the bid process and expects to have it completed by the summer.

The Cemetery Commission had the Chase Mausoleum doors restored by Robert Jordan in Mount Pleasant Cemetery after a break in that occurred in October. The doors were pried open, the door locks were broken and the crypt sustained damaged to the marble and slate walls and the remains of Ida Chase were disturbed. Unfortunately, the newly restored doors were vandalized for a second time in February. The vandals were unable to get into the Mausoleum as the doors had been reinforced with steel and a new locking system was installed.

With the help of our student volunteers and the senior work off program from the Council on Aging, we hope to have Pine Grove and South Harwich Cemeteries indexed and mapped. We are compiling the data to make book-lets to distribute to the public for genealogy and historical use.

Regarding burial lot sales, for FY2011, the Commission realized \$50,238.16 from lot sales, and operational use of GPR and Administration Fees along with previous balance of \$20,105.41 totaling of \$70,338.57. That amount represents a substantial increase over the past several years lot sales; \$28,000 in 2008, \$31,000 in 2009 and just over \$44,800 in 2010. The Commission attributes the continued growth in income, even in these troubles economic times, to the acquisition of the Ground Penetrating Radar equipment locating additional burial sites and the effective sales and marketing efforts of our Administrator, Robbin Kelley.

This past year, the Town witnessed 95 interments. Of these, 44 were full burials while, for the second year a majority, 51, were cremations. The trend toward a higher percentage of cremations continues and the Commission is planning to make adjustments to its Rules and Regulations to accommodate these changing demographics.

Thanks to the CPC and Town meeting vote we will be able to go out to bid on trees for evergreen cemetery in March to be planted by April 2012.

Looking ahead, the Commission's top priority is to complete development of the expanded area at Evergreen Cemetery. Administratively, the Commission is continuing to update the Town's burial records. We anticipate an active year for the Commission and our Administrator as we continue efforts to properly maintain and service the 17 existing Town cemeteries and remain vigilant in making needed improvements and insure sufficient resources for the Town's present and future inhabitants. The Commission meets monthly at its offices located at the Town DPW Garage on Queen Anne Road and public input is most welcome. The Cemetery Department office is open five days a week from 8 a.m. until 2 p.m.

Respectfully submitted,

Harwich Cemetery Commission
Wilfred Remillard, *Chairman*
Paul Doane, *Commissioner*
Warren Nichols, *Commissioner*
Robbin Kelley, *Administrator*

Report of **Channel 18**

I, as department head, respectfully submit this annual report to the citizen's of the Town of Harwich.

The year 2011 has been another busy one for Channel 18. We continue with the help of many dedicated volunteers to expand our programming for the Community. We are in our 13th year of production of "Community Journal". This is a weekly show produced by volunteers highlighting the very best of the Town of Harwich: people, places, events, and happenings! I would like to thank my loyal crew of Community Journal for the many years of service to the show. Thank you to Betty Pino, Paul Coughlin, Bill Flynn, Dorothy Safford, Florence Levenson, Ellie Bassett, Ron Armbruster, Joyce Roche, John Roche, Eileen Wyatt and Jack Wyatt for their contributions, hard work and dedication to Harwich Channel 18. Dorothy Safford of the Community Journal Family has moved out of town to be near her family in Virginia. We will miss her and wish her well in her new home. It is with great sorrow that I report, we have lost one of our most treasured volunteers. Bill Flynn passed away in December and we all miss him greatly. Bill was responsible for adding several segments to our weekly show including "Around the Town" and "Down Memory Lane". Bill made many contributions to our team and was always bringing in local musicians to perform for the Community. His shoes will be hard to fill and we thank his family for sharing him with us for so many years. He was truly a good friend to all of us.

We continue to program the Board of Selectmen's meetings, and cover the Annual Town Meeting LIVE and any Special Town Meetings such as our meeting in November of this year. Harwich Channel 18 covered many forums and meetings on the subjects relating to the Town Meeting. The Voter Information Committee continues to use the Channel as a way to get important information out to the Community. Many town departments use the Channel and produce programming on a regular basis. Emergency Management, Board of Assessors, Planning Board, Board of Health, Council on Aging, School Committee, Water Quality Task Force, Utility and Energy Conservation, are just a few who take advantage of the Channel. I would encourage any Town department or Committee to use the Channel to reach the citizen's of Harwich. I have also worked with the Harwich Historical Society on many of their "Oral History" projects, and look forward to producing more of these special visits with Harwich people. Channel 18 covered the successful special exhibit "Charles D. Cahoon" Harwich Artist and worked closely with the Historical Society on promoting this great Town event.

The Harwich Town Band Concerts videotaped during the summer months by Cynthia McGalliard, are always a popular attraction to the Channel. Thank you Cynthia! Channel 18 was fortunate to take part in the visit of the Royal British Legion Brass Band from Harwich England. We taped the concert held at Cape Cod Technical High School with our Town Band and the Royal British Legion Brass Band. We also managed to tape the 2nd concert planned in Brooks Park which had to be relocated to the Community Center, due to a sudden thunder storm! Channel 18 also covered many of the extra events planned for our guests from England including a tea at Pilgrim Church and a luncheon at the Community Center. We shared these events with the members of the band and posted segments on YouTube so people in Harwich England could enjoy the festivities as well.

Channel 18 taped and cablecast the Citizen's Bank Summer Concert Series at Brooks Park. These free concerts are co-sponsored by the Arts Foundation of Cape Cod and Citizen's Bank, and feature local musicians. We also cover the Cranberry Festival's Hometown Parade, and WOMR Music Fest which is a mainstay of the Town's Fall events.

I continue to serve as the Public Information Officer for the Town's Emergency Management Team under the direction of Lee Culver. This past summer we were called in to activate the Emergency Operations Center at the Town's Public Safety Building due to the threat of Hurricane Irene. Once again we were lucky not to get a direct hit; however the Town did sustain many power outages and downed trees. The emergency team was able to field calls from citizens and assist the dispatch with response of manpower. The citizen's of Harwich should know, we were ready!

The Town Meeting approved making my assistant Jamie Goodwin a full time employee. Jamie has been a great addition to our team, and has been responsible for adding much of our content to "YouTube"! We are now able to expand our viewership to audiences beyond our Town borders. We also continue to stream our content online using the Town's Web page. Jamie has been instrumental in making major improvements to the Town's Web page working with Foster Banford. Jamie and I have also been able to cover the Monomoy Regional School Committee meetings and cablecast these meeting to the community. We will continue to improve programming and keep Harwich Channel 18 the best Government Channel on Cape Cod!

Technology continues to change and we are always trying to keep abreast of the latest developments. We have purchased new field cameras which do not use tape and we have had to make changes in our system to adapt to this new technology. Storage of our media has become the biggest challenge and we will continue to explore the best and most economic way to move ahead.

Technology is a fast moving train and we only “jump on board” when we feel it is absolutely necessary.

In closing, I would like to thank the citizen’s of Harwich for their support. I would like to thank all my volunteers, without their help, we would not survive! I look forward to another year at Channel 18, our 12th year at the Harwich Community Center.

Respectfully submitted,

Jill Mason

Director

Harwich Channel 18

Report of the **Community Center Facilities Committee**

The Facilities Committee is pleased to submit this annual report to the citizens of the Town of Harwich.

The Committee has witnessed great strides in the pursuit of growth for the Community Center. For several years we have reported to you on the success of people using the building. This remains true and our numbers continue to grow, as evidenced by the building traffic statistics below:

January	9,490
February	7,409
March	10,580
April	9,166
May	8,754
June	9,807
July	9,558
August	8,280
September	7,663
October	10,278
November	9,651

In parallel, revenues were up in almost all areas: photocopies 100%, passports 180%, building use 175.1%, program fees 112.5% and the weight room was at 98.2% for the year.

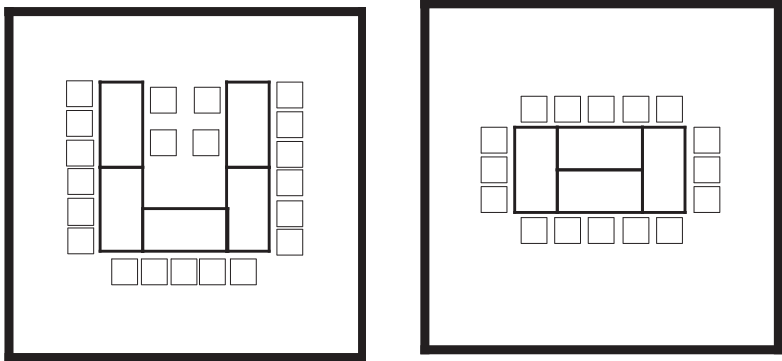
Given this information, we wanted to report on the staff's commitment to service and what they have done to set us apart from other facilities.

This year, we put together for the first time a building maintenance manual that we feel is the best practice guide for any/everyone who has building responsibilities. This document brings together information on a variety of policies and procedures, and allows us to track routine maintenance and repairs for building systems and equipment.

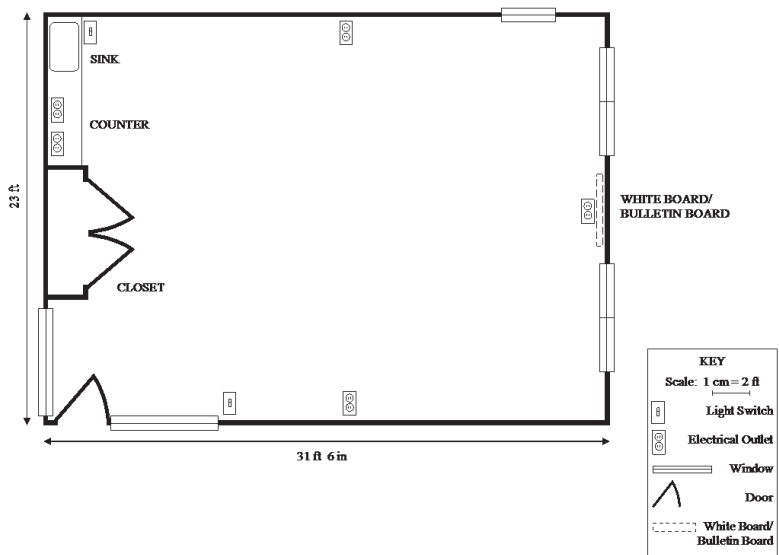
In addition, we have focused on customer service and put together a manual on building information, possible room set-ups, and to-scale room diagrams, including electrical outlets, white boards, etc. Please see below for an example of included diagrams. This document has proven successful in making building information easily accessible to those interested in learning what resources are available to them at the Community Center, as well as to those groups and individuals already in the process of planning functions within the

building. This building information packet, like many other informative materials, are available in person and on the Community Center’s website, <http://www.harwichcommunitycenter.org>.

Activity Room Set-up Examples:



Activity Room 2 Layout:



Another area of customer service we focused on was establishing the Community Center web page and Facebook account. Our clients are now able to get information on the building, a room or a program, as well as fill out a facility use form and get a quick turn-around response from the comfort of their computer.

The new Revolving Fund for the weight room, voted in the May town meeting, has been an opportunity to provide safer, better equipment to all individuals currently using the facilities. To date, we have been able to fix two tread mills, two bikes and purchase two new machines. As of December 28th, 2011, we had over \$30,799. in that account, purchasing \$12,040. of equipment in July/August and leaving \$18,759. for the next wave of new equipment due in early January.

We are working with Barry Worth and Liz Argo to put solar panels on the Community Center property, to assist in providing energy for the building. We feel strongly that this would not only be an asset to our building, but a good opportunity for us to help educate the community on the importance of solar energy.

We would be remiss if we did not mention our work on developing the lower level of the Community Center. A request for proposals for architectural services was issued, and four (4) proposals have been returned in response to our request. The Design Selection Committee will be reviewing the proposals and making recommendations to the Selectmen to make a determination on our next course of action.

Lastly, we continue to work with the public on all of the programs and events that have made us so popular, such as our multi-generational Halloween party.

Overall, the Facilities Committee reports that the building and its staff, once again, have far exceeded our expectations, and we would like to extend a sincere and grateful acknowledgment to the citizens of Harwich who continue to support the many events and activities we do. Without your commitment to the Community Center we would not continue to prosper and grow.

Respectfully Submitted,

Lee Culver, *Chairman*
Bill Griswold
Francois Marin
Brian Power

Report of the **Community Preservation Committee**

Community Preservation Members (as of 12/31/11):

Jack Brown (Selectmen Rep.) – Chair

Matthew McCaffery (Planning Board) - Vice-Chair

Dave Purdy (Housing)

Jan Bowers (Rec. & Youth)

Dean Knight (Cons. Comm.)

Robert MacCready (Housing Authority)

William Baldwin (Selectmen Rep.)

Katherine Green (Real Estate & Open Space)

Robert Bradley (Historical Commission)

Selectmen's Liaison: Linda Cebula

Committee activities in 2011: The Committee had an active year in 2011, receiving 11 requests, 3 of which were subsequently withdrawn by the submitters and 1 not being eligible, and reviewing and recommending 7 of the CPA projects to the May 2011 Regular Town Meeting. The Committee also asked TM to agree to provide \$25,000 in Administrative Funding, which it did. Town Meeting approved six of the 7 recommended projects; ATM funded requests totaled \$108,000. Town Meeting voted not to appropriate funds to purchase a second parcel of land in the Island Pond area. At the May Special Town Meeting, the CPC asked voters to approve \$50,000 for deed/title research on certain "Owners Unknown" parcels; parcels identified in the search as appropriate for CPA purposes would be pursued. This request was approved. The TM also approved rescinding Article 48 of the May, 2007 ATM in its entirety, and to return the entire sum of funds (\$100,000) appropriated in that article to the Harwich Community Preservation Fund – Affordable Housing reserves. The funds appropriated under Article 48 were intended for certain pre-development and related general development of a Portuguese Men's Club-sponsored "Affordable Rental Housing Program" off Queen Anne Road.

Of note, the 2011 Annual Town Meeting agreed with the Committee's recos to fund \$75,000 for 4 Historic Preservation Projects; and \$33,000 for two Recreation study projects (possible multi-purpose biking/pedestrian path from Harwich Center to H'Port, and \$10,00 for a design effort to expand Brooks Park offerings. With the defeat of the Island Pond proposal, no funds were allocated for Open Space. No CPC recommendations were made for Affordable Housing projects as the CPC did not receive any submissions before the deadline for submissions).

The Town Meeting also agreed to appropriate CPA funds to continue the pay down of Land Bank debt – this latest for \$782,497.

The Committee roster saw one new members added this year – Katherine Green, a RE & OS Representative joined the CPC and Kris Larsen moved off. The deadline for FY12/13 project funding submissions was November 1st. The CPC received 12 project funding requests submitted in the Fall of 2011, held several posted public meetings to discuss them, and anticipates recommending 8 of them (3 requests were withdrawn by the submitters, and another was not eligible for funding under the Act) to the May, 2012 Town Meeting.

Future Activities: The CPC will hold a number of meetings in the Winter and Spring of 2012 for public discussion of the recommended projects for the May, 2012 ATM. The Committee will continue to publicize its readiness for future project(s) consideration through the various media. Further, it will seek to build public awareness, and support, via public educational sessions.

The smaller State matching grant percentages have, as previously forecasted, occurred; this year's was 30.2%. Next year's matching grants will likely be in the range of 30 to 35%, unless the proposed 75% minimum funding amendment to the Act, currently before the Legislature, is enacted. In each of the past two legislative sessions, the revisions have been reported out of the final committees with a positive recommendation. Both times it has been held back due to the "Casino Bill" priority. Supporters are optimistic that the 3rd time will see success. This is important as there remains much needed community preservation work requiring funding in Harwich.

Respectfully submitted,

Jack E. Brown, *Chairman*

Report of the **Conservation Commission**

The Harwich Conservation Commission is the local body that is responsible for the implementation of the Massachusetts Wetland Protection Act, which includes the Rivers Protection Act, as well as the Town of Harwich Wetland Protection Bylaws and Regulations. These regulations are complicated and the Commission tries its best to apply them accurately, fairly and consistently.

The big change for the Conservation Commission this year was the retirement of Mr. Chatham in September after more than a decade of service. Mr. Chatham was the first conservation administrator and with his retirement departs much institutional and personal knowledge and the Commission would like to thank him for his service to the town. There was a very strong applicant pool for the Conservation Administrator position and after an in-depth search process Amy Usowski was hired as the new Conservation Administrator. Ms. Usowski was previously the Conservation Agent in Eastham and she brings a lot of experience to the Town of Harwich and the Commission is excited to have her as part of the team. The Commission would like to thank Nan Balmer, Larry Ballantine and Geoff Larson for their participation on the search committee.

The interim three month period between Mr. Chatham's retirement and Ms. Usowski's commencement was extremely busy for the Conservation Commission and the Commission appreciates the patience that the people of Harwich displayed. The Commission would like to thank Paula Champlain for volunteering to act as an interim conservation administrator, Judy Clark for assisting with meeting preparation and minutes and Carol Genatossio, the head conservation clerk, for working tirelessly to keep the office functioning and permits flowing during this period of transition.

Permitting remained robust despite the poor economic conditions. The Commission held:

- 78 hearings to address Notices of Intent and requests to amend Order of Conditions
- 19 hearings to address Requests for Determinations of Applicability
- Issued 48 Order of Conditions (approved projects)
- Two denials
- 34 Certificates of Compliance
- Three enforcement orders
- Six extension permits
- 71 Administrative Reviews

Unfortunately violations appear to be up on an upswing and the Commission encourages residents to contact the Conservation Department if they have question regarding work in or near a resource area.

The Commission is also charged with the oversight of 1000+ acres of conservation land. Over the past year, the Commission has made a concerted effort to dedicate more time to this important responsibility and plans to continue this focus on land management in the upcoming year. The Commission would like to thank the Harwich Conservation Trust, the Trails Committee and the Real Estate and Open Space Committee for their assistance in this important endeavor. The land stewardship study that is being funded by CPA money is underway as the BSC Group was awarded the contract earlier this year. The Commission is expecting their report in the spring of 2012 and is looking forward to reviewing the suggestions for managing this important resource.

Finally, the Commission would like to thank outgoing Commissioner Lara Slifka for her dedication and work and the Board of Selectmen for their support and assistance.

Respectfully,

Dean A. Knight, *Chairman*
Amy Morris, *Vice Chairman*
Walter Diggs, *Clerk*
Bradford Chase
Jane Fleming
Ronald Saulnier

Report of the **Engineering Department**

This was a busy year for the Engineering Department. The Department typically performs work for all stages of project development including design, permitting, specification writing, cost estimation, bidding and construction management, as well as professional land surveying services for all Town projects.

We continue to review submittals and perform subdivision inspections for the Planning Board, assist the Water, Highway, Transfer Station, Cemetery, and Recreation Departments, and survey Town property for purposes including land and road takings.

We also continue to assist all Departments in the procurement of supplies and services. Examples of this include procurement of:

- Fire Truck and Ambulance for Fire Department
- Closed top trailer for Highway Department
- Services to complete Evergreen Cemetery
- Architectural services for improvements to the Community Center
- Allen Harbor dredging services for the Selectmen
- Sale of surplus sand from dredging operations for the Harbor Master.

The new ball fields at the Community Center were completed in 2011, and should be ready for play for the 2012 ball season.

A contract was awarded for the construction of an 18kW photovoltaic array system at the Harwich Public Safety Facility on Sisson Road, and construction was completed in 2011. This project was funded through the US Department of Energy's (DOE) Energy Efficiency and Conservation Block Grant (EECBG) program, with funds appropriated by the American Recovery and Reinvestment Act of 2009

A contract was also awarded for the roof replacement at the Historic Albrow House, located at 728 Main Street. A cedar roof was installed in the winter of 2011.

Plans and specifications for the replacement of the Wixon Dock were prepared by the Department. This project was bid out, and the old dock was replaced with a new improved dock.

Drainage improvements to the Wychmere Harbor parking area and Harbor Road were designed, and construction was completed in 2011. This project was funded through the American Recovery and Reinvestment Act (ARRA) of 2009, administered by the USDA Natural Resources Conservation Service.

ARRA funds were also received for the Red River Salt Marsh restoration project. This project involves the design and installation of box culverts under Old Wharf Road and Uncle Venies Road to better flush the salt marshes in this area. Computer models were run to predict the results of replacing the small 24" culverts with larger box culverts. The construction materials for this project were bid out this year, and the Highway Department is scheduled to install the improvements in the spring of 2012.

Designs and specifications were completed for the replacement of the Pleasant Road Beach septic system. Bids were also received for a new precast concrete restroom at this beach. Construction is anticipated prior to the 2012 beach season.

The Engineering Department designed a new septic system and parking area for the Old South Harwich Meeting House as its restoration continues.

A new firing range for the Police Department at Depot Road was designed by this Department, bid out, and built by a local contractor.

The Department is currently surveying Bank Street for possible improvements.

I wish to extend my appreciation to all other Departments for their support and cooperation in the past year and especially Professional Land Surveyor, Paul Sweetser of the Engineering Department for his invaluable support and assistance in administering the many facets of the Department's operation.

Respectfully submitted,

Robert Cafarelli, PE
Town Engineer

Report of the Golf Committee

What a summer and fall of perfect weather. The net result was an outstanding year from a financial perspective. Course conditions with the continuing maintenance program that has been in place resulted in exceptional playability of the course from the start of the season until closing in December. A new "Pace of Play" policy along with additional signage has started to make a difference for members and guests. This is a continuing initiative and 2012 will continue to see refinements in this policy.

At a special town meeting this fall history of sorts was made with the adoption and support of a "revolving fund" for capital improvements. The long term goal of Harwich golf paying its own way is on the horizon. Step two toward financial independence will take place with the support of the Selectmen, the Finance Committee and ultimately the voters at Annual Town Meeting in May of 2012. Regarding the financial difficulties that have plagued other Municipal Golf operations it is important to note that not only is CVGC on sound financial footing now, but in the last 37 years (yes, 37!) the Town has realized over ten million dollars in contributed revenue back to the Town. This far exceeds the original cost of the golf course and **all** capital improvements that have been made to date.

This fall CVGC hosted a very successful outreach program to Veteran's involved with the Iraq and Afghanistan conflicts under the auspices of the "Home Base" program. CVGC has been in the spotlight both in print and mixed media outlets. This coming season we will be involved with Comcast and T.V. marketing again. This was so successful that many other area golf operations have imitated what we did here in Harwich. Look for "Golf Destinations" as an example of the lead we are taking in our marketing efforts. These are all designed to enhance the sale of non-member tee times, now our largest revenue stream.

Closer ties with the business community and alliance with the Chamber of Commerce in Harwich are also seen as potential marking crossovers. **Business owners** in Harwich can designate up to two individuals per business as eligible for membership at the regular "resident membership" fee. By implementing this comprehensive membership policy the committee has brought other groups to the membership table. All non-resident **Town employees** are now eligible to join at the resident fee rate. The entire school family of the new "**Monomoy**" (Chatham-Harwich) district will also have that same option to join. The selectmen and the golf committee see this as a way of expanding a membership base that in the end helps to keep down the cost

of a “resident memberships”. We are continuing to improve our web site: www.cranberrygolfcourse.com. We are in the process of creating a new “survey” to help us focus on the needs and expectations of members and the general public. We are in a very competitive market, and it is important to continue to refine our operation.

Looking toward the 2012 season here is a sample of priorities that we see in their respective areas of operation:

Pro Shop

- Upgrades to the “Chelsea Reservation” system, access to “smart phones” and other mobile technologies. Exceptional quality and pricing of merchandise.

Maintenance

- utilization of the USGA’s field assessment of the CVGC operation. This report is available on our website.

Food Services

- continued association with the “Back Nine” and their ability to produce good quality food at a reasonable price.

In conclusion, we are looking forward to 2012 and the challenge that this coming year represents. Our focus once again will be on fiscal responsibility to all residents of the Town of Harwich and expanding revenue streams in order to reach this goal.

Respectfully submitted,

Clement Smith, *Chair HGC*

**Town of Harwich
Golf Operation
FY 2010**

	Actual FY 2011
Revenue	
Snack Bar	8,700
Green Fees	691,540
Driving Range	51,832
Pull Carts	7,722
Residents	586,680
Car Rental	186,179
Non-Resident Members	88,765
Golf Range Membership	4,480
Misc Revenues (Rate Increase)	-
Revenue	\$ 1,625,898
 Total Golf Operation Budget	 \$ 1,273,391
 Other Cost	
Audit	874
Treas/Coll	5,660
Legal	2,267
MIS	1,524
BCR	82,359
Health Ins./ Med./W.C./UI	109,497
Pmt in Lieu of Taxes	80,000
Prop.& Liab. Insurance	34,703
Total Other Cost	<u>316,884</u>
 Total Cost of Operations	 <u>\$ 1,590,275</u>
 Net	 <u>\$ 35,623</u>

Report of the **Harbormaster/Natural Resources Department**

Harbor Change

After 25 years of charging all boats a common rate by the square foot (length x beam) a selectman persuaded the Waterways Committee to change its recommendation on fees and move the system to more common length per foot rates. The three year debate resulted in the Board of Selectmen changing the dockage fee system we use to one that now charges seven separate rates. The largest vessels get a cost break and the smallest boat owners are hammered with more than a 20% higher annual bill, resulting in 14 families deciding to give up their berths at the marina for the coming season. With more than \$10 million in needed harbor maintenance and improvements identified over the next ten years, the message from the Capital Outlay Committee is to match revenue with expenses, which may mean future rate increases. Cost savings are equally important. A new rubbish contract that will save the harbor nearly \$4000 annually was awarded to Fraser Disposal of Wellfleet.

Other changes include a decision to have all fees collected at the Treasurers office. This will rule out paying by credit card and make accounting for moorings, slips, and other permit fees harder on the customer. Also, because we must have assurance that boat excise has been covered (required by law), and paperwork received as required at the time of payment, this creates a huge challenge in our office at the harbor. We are adjusting to these challenges in the Harbormasters Office.

Based on structural deficiencies cited in a report completed two years ago, the town pier at Wychmere Harbor is functioning at limited capacity. A technical assistance grant has helped fund a consulting engineer to further examine those conditions and uses at the pier. The town sought a state Department of Housing and Community Development District local technical assistance program grant, administered by the Cape Cod Commission. \$7,500 was approved for the study with the balance of monies coming from free cash. Vine Engineering was hired at \$46,000 as an engineering consultant to analyze options for reconstruction and reuse of the pier. The consultant is to review existing engineering and planning reports regarding the condition of the all the facilities and desired uses and then meet with town officials to discuss needs in January of next year.

HARWICH HARBOR RECEIPTS FY09 through FY11

	FY11		FY10		FY09
Squatucket Dockage	533,674.10	-1.26%	540,491	19.81%	451,112
Visitor Dockage	145,718.69	-3.29%	150,670	27.69%	117,995
Mooring Permit Fee WIF	75,655.00	2.10%	74,099	14.66%	64,625
Allen Town Dock	25,265.22	8.28%	23,333	3.07%	22,637
Ramp Fee Collected	21,490.00	-4.96%	22,612	0.22%	22,562
Wychmere Town Pier	21,377.01	-4.61%	22,411	9.52%	20,462
Electric Use	20,960.00	-4.20%	21,878	13.90%	19,208
Offload Permit Fee	15,693.00	-7.88%	17,035	35.23%	12,598
List Waiting Fee	13,380.35	-5.16%	14,108	-13.47%	16,304
Waterways User Fee WIF	19,780.56	55.14%	12,750		
Shellfish Permit	6,758	-22.06%	8,671	26.58%	6,850
Fuel Commission	7,207.11	-7.88%	7,824	3.21%	7,581
Ice Receipts	1,871.00	14.50%	1,634	-5.33%	1,726
MSA Fee	800	0.00%	800	-11.11%	900
Restaurant Tie-up	221.00	-39.45%	365	-10.76%	409
Fish Weir Permit	50.00	0.00%	50	0.00%	50
Allen Parking Lot Rental	15,093	10.25%	13,689		
Mooring Drop/Haul/Inspection.	80.00	300.00%	20	-90.00%	200
TOTALS	925,074	0.69%	918,749	20.06%	765,218
Contribution to					
Waterways User Fund	95,516	9.98%	86,849	34.39%	64,625

Our marina clerk Michelle Morris has done an outstanding job once again this year in billing, collecting and distributing receipts. The Harbormaster received many many nice comments about her ability to work with customers and keep things running smoothly. Michelle took maternity leave at Thanksgiving to deliver a baby girl, Paige Morris, and has been replaced for now by Danielle McKenna until her return to work in March.

In its second year of collection, the enigma of a waterways user fee is somewhat settled but the number of people that begrudgingly pay remain significant. The list of delinquents that must be chased in court is growing. Unlike taxes, the user fee helps defray dredging costs for the town from boaters that actually use the channels or require other services.

Boat Ramps

A striped bass blitz off Nauset beach for the past two seasons and a policy change for boat ramp use by the Town of Chatham caused non-resident fishermen to over-run ramps and parking areas at other near by landings including Round Cove once again. The heavy wear and tear of the trailers and power loading that went on at the ramp has caused undermining and pieces

of concrete from the lower ramp to tear away. The DPW has stabilized the ramp for the time being using larger cobbles. However, replacement of this ramp is vital for boaters on Pleasant Bay. Unfortunately, parking space here is at a premium and until this frenzy calms down we can expect more seasons ahead of the same use. Meanwhile the ramp and eventually the bulkhead need to be replaced. An article is in the coming May Town meeting for this purpose. Although recommended, the state motorboat regulations do not prohibit power loading onto boat trailers.

The Movies

In August, a scene for the Columbia Pictures movie 'I Hate You Dad' a.k.a. 'Danny's Boy' with Adam Sandler, Susan Sarandon, Andy Samberg and Leighton Meester was filmed at the exclusive Wychmere Harbor House, formerly known as Thompson's Clam Bar, in the renovated Hydrangea Room. Perhaps the best vantage point was at the Stone Horse Yacht Club, across the Wychmere Harbor channel, where yacht club members and others perched during periods of the three days of filming. Columbia Pictures also leased the Saquatucket Harbor parking lot for production trucks and vehicles for \$4,000 a day and hired assistant harbormasters to control boat traffic in the channel during the cinema takes.

Dredging & Beach Nourishment

Spring dredge projects for the entrance channels to Allen and Saquatucket Harbors ran into some difficulties and had to be altered because of piping plover nesting grounds. Additional issues with the dredging permit delayed the Allen Harbor channel because the language in the Army Corps of Engineers permit did not match the commonwealth DEP water quality certificates permits. After a productive discussion, the Army altered their permit to be consistent with the state permits.

The Massachusetts Natural Heritage and Endangered Species Program informed the town it had until May 25th to get sand onto Red River Beach before the fledgling piping plovers were due to hatch. Delays meant changing the disposal site and pumping sand instead to the west from Saquatucket approach channel nourishing Wah Wah Taysee Road, Zylpha Road and Wyndemere Bluff beaches. At Allen Harbor 4,000 cubic yards of sand was removed near the entrance marker and pumped west to Grey Neck Road Beach. In total, 16,050 cubic yards was placed along the shoreline. The sand provided to public and private locations came from 8,000 cubic yards taken from the Saquatucket Harbor approach channel and another 8,000 cubic yards from the approach at Allen Harbor. The bids for sand from the private property owners defrayed the cost of the dredge project, leaving more than \$45,000 in the dredge reserve account.

Mooring Services

There has been a change in the mooring service agents serving some of the harbors for 2012. AGL Mooring has replaced Chatham Mooring Company for Round Cove and Pleasant Bay. The company will also do the Outer Wychmere Harbor mooring field and Herring River once again. Allen Harbor Marine Service will continue working the Allen Harbor mooring field and Harwich Port Boat Yard will work the Wychmere Inner Harbor mooring field. The winning bids were based upon the range of services and rates being charged the mooring customers.

Docks and Docking

The Conservation Commission is weighing the importance of shellfish grounds to the community against the quest by three private property owners to locate docks on Wychmere Harbor, considering what their impact may be on the channel or mooring field. One of the many important roles of the Natural Resources Department is to protect the environment for clams. This includes defending the harmful effects to the historic shellfish flats by dredging or invasion of docks, etc. In many cases these impacts can be mitigated, while in other more valuable locations, dredging must be prohibited. The Town has significant limitations on the actual area of quality hard bottom that is available for natural set. Removal of sand/gravel from the shoreline leads to the void being replaced by silty mud which is not conducive to the settlement of shellfish. The Harwich Protective By-Law is in place to help answer many of these issues for members of the Waterways committee and Conservation Commission. However, their decisions can be appealed. It is often the Natural Resources Departments job to be the eye witness and is regularly consulted in such environmental legal cases.

In another channel issue, we received many complaints about the 81' vessel SPECULATOR for partially blocking one lane of the Wychmere inlet while tied up to the Wychmere Beach Club. The vessel's 23 foot beam impinges on the requirement that a vessel tied to any dock not reduce the useful channel width to less than 50 feet. The hotel owner agreed to pay for channel dredging in that area of the channel to improve opportunity for two vessels to pass, however, the waterways committee was concerned about the appearance of a "quid pro quo". However, selectmen agreed to accept the offer to pay for dredging services and the inlet was dredged in October. The material was deposited at Saquatucket Bluffs. The dredge later returned to Allen Harbor inlet for a second time in the same season and removed more sand between the jetties.

More Beach Nourishment

Gray Neck Road residents praised the effort of the Town in restoring the beach for their summer use. More than 3,000 cubic yards of sand was placed

on the beach in January and another 4,000 in June from the Allen Harbor channel dredging, only to have Tropical Storm Irene remove several thousand yards of sand from Grey Neck beach in late August. Finally, in October 2,000 cubic yards were deposited at Wah Wah Taysee Road; 4,000 cubic yards. at Atlantic Ave ; 4,000 cubic yards at Wyndemere Bluff; and 50 yards in the final round of the season making this year one of our largest in delivery volume of sand to beaches in more than 25 years.

Selectmen appointed Tom Leach to serve on a regional committee on beach management. The formation of the committee has been spearheaded by the Orleans selectmen, who are concerned about laws that impact the overall management of the beaches and restrict access to the general public. Among those regulations are the state and federal Endangered Species Acts.

Gray Seals

In June, NOAA Office of Law Enforcement officials were on the trail of the serial killing of six gray seals which washed ashore with gunshot wounds to their heads. It has become routine for members of the International Fund for Animal Welfare's marine mammal rescue team to check every dead seal for evidence of such wounds which can be cryptic. A reward totaling \$10,000 for information leading to the arrest and conviction of the perpetrator remains in effect.

Investigators are questioning people on the Chatham waterfront about the crime. Under the federal Marine Mammal Protection Act, it is illegal to harass or kill all marine mammals, and violations can result in both civil and criminal penalties. Gray seals are not an endangered or otherwise listed species; they are rapidly increasing in numbers and the population off the Lower Cape is one of the fastest growing groups in the world. Fishermen are not happy about Gray seals because they are prodigious predators of many kinds of fish, and so have traditionally been a nuisance to commercial fishermen. For decades, ending in the 1960s, the government put a bounty on seals and paid up to \$5 each for seal noses.

Propagation Closure

Muddy Creek and the flats of Jackknife Harbor were closed to shellfishing in January as the area needed to rest. Harvesting shellfish in those flats disturbed seed clams from deep winter hibernation. The harvesting in the dead of winter subjects seed clams to frostbite and damage from anchor frost because they can no longer dig into the bottom. The BOS reopened the area in June. The creek was also subject to unrestricted harvesting by several members of the Wampanoag tribe as a sovereign nation with certain aboriginal rights. We have been meeting with the tribal council in an attempt to find an agreeable situation with respect to Harwich family limits and legal shellfish size.

Stimulus Funds

Several Natural Resources and Soil Conservation Service water restoration project grants in the works have moved along since last year. The 'Stormtreat' tanks at Wychmere Pier parking area were razed and replaced by underground storage vaults which will mitigate storm water from Harbor Road and Wychmere Pines. The project was completed in December by Robert B. Our, Inc. and the area has been regraded and paved with new drains.

At Red River Beach, there is a plan to replace and widen culverts under Uncle Venies and Deep Hole Roads to improve flushing of the marshes with a \$354,000 grant from NRSCS. Harwich's contribution will be no more than \$88,500, most of which will be covered by the in-kind donation of labor from the town's highways and maintenance department. When it's done, the marsh will be healthier, more productive, and maybe even a bit less stinky on hot summer days.

These projects are among 76 being carried out under the auspices of the 10-year, \$30 million Cape Cod Water Resources Restoration Project, which includes improvements to 26 salt marshes, 26 stormwater discharge sites, and 24 fish passages. The grants are funded by stimulus stabilization monies. The project is also funding a feasibility study of ways to improve tidal flushing in Muddy Creek. The town received word that a Coastal Pollutant Remediation grant sought to redirect runoff at the Allen Harbor parking lot was denied.

Cape Wind Farm

Selectmen propose to provide three slips to accommodate support vessels, in an effort to bring 40 to 50 skilled jobs to town by the Cape Wind company. They plan to construct 130 large-scale wind turbines on Horseshoe Shoal in Nantucket Sound. The exact location of the slips is still under discussion. However, the selectmen plan to provide the use of the existing storage shed by the former fuel dock on the east side of the harbor. The board pointed out the shed is presently being used by the fire department and officials are working on relocating the fire rescue boat and associated equipment. Should the shed need to be expanded, a conservation commission review will be required and a lease of these properties will require a vote of town meeting.

The east bulkhead at Saquatucket Harbor has many uses, especially for commercial fishermen and tuna permit holders. The town pump-out boat is located there and it has to be near the pump-out tank. The Fire Department boat is also docked there seasonally. There are 11 suits against Cape Wind and they still need to get the building permit from the Bureau of Ocean Energy Management.

Shellfish Laboratory

The coastal storm that passed through at the end of August caused the shellfish lab, as well as home owners surrounding Wychmere Harbor, to lose power for five days. Tropical Storm Irene directly impacted the Harwich Shellfish lab by knocking out power to the Town Pier, which provides electricity for the water pumps in the shellfish lab. With help of the Highway Dept., who provided us with a diesel powered generator, we were able to keep the Shellfish lab up and running until normal power was restored. The power was again interrupted at the Town Pier late in the year. It was discovered that the underground service line is inadequate and will need replacement in the future.

We nurtured over 800,000 quahogs in the lab this year bringing our total to over 29 million quahog seed raised in the lab since 1994. We also continued with our direct purchase of shellfish seed from (ARC) Aquacultural Research Cooperation in Dennis. Since the seed purchased from ARC directly (3-5mm) was a bit larger than the County Seed Grant Program (2-3mm), our overall average seed size at the end of the growing season was very good. Our lab continues to have an excellent survival rate (99% this year) and the seed grew to an average of 12.5 mm at the time of seeding. Support from the Division of Marine Fisheries/County Seed program is becoming more difficult each year. We soon may be facing a year in which the DMF/County Seed program is unable to help towns on the Cape with shellfish seed.

The Harwich Shellfish Lab also continues to be an inspiration some of our younger citizens. This was the 14th year that the Harwich Shellfish Lab conducted its high school summer aquaculture internship program. The six week program, managed by Heinz Proft, enabled students, Madison Greiner, Cheyenne Gingras, Peter Spalt, and teaching supervisor Jill Eastman to work closely with the Natural Resources Department to monitor and maintain the Shellfish nursery during its' busiest time. The lab, open to the general public, received over 150 visitors this year, bringing our total to over 5,500 visitors in the past 14 years. The shellfish from the lab were seeded in Herring River, Allen Harbor, Wychmere Harbor, Saquatucket Harbor, Pleasant Bay/Muddy Creek, and Round Cove.

Our seed continues to be tested prior to seeding (per order of the Massachusetts Division of Marine Fisheries) for Dermo, QPX, and an array of other harmful parasites. Our seed was tested by Mirco Technologies Inc. in Richmond Maine and received a clean bill of health.

Oysters

100,000 Seed oysters (3-4mm) were once again reared in the Lab that were obtained from ARC in Dennis. These bivalves were grown in the lab and eventually seeded in Wychmere Harbor. We are beginning to see positive results as recreational fisherman harvested some of the legal sized Oysters (3 inches) that we planted last year. We hope this trend continues.

The Harwich Natural Resources Department continues to receive assistance with many of our projects from volunteers. A great deal of thanks is extended to Bob Sarantis and John Reynders who spent yet another summer/fall tending to the needs of the shellfish lab. Their help is truly appreciated.

Volunteer Shellfish Wardens

To patrol the local shellfishing flats we again relied on the assistance provided by our dedicated group of volunteer shellfish wardens. Ron Saulnier, Jim Coyle and Dean Knight were very generous with their time and energy. Patrolling the shellfish flats throughout the year, they not only enforce the shellfish regulations, but educate the public as well. The Natural Resources Department is more efficient and more productive because of their help. We thank all our volunteers for their effort.

2011 Shellfish Permits Sold

Resident Family	232	\$4640
Non-Resident Family	23	\$1380
Commercial	5	\$250
Seniors	123	\$738
One-Day Non-Resident	36	\$720
TOTAL	419	\$7,728

We ask shellfish permit holders to fill out a shellfishing survey when renewing their license at the Harbormaster's office. From those surveys we are able to compile the following:

Average days someone went shellfishing in 2010 8.0 days
 Average # buckets of quahogs taken in 2010/person . . 4.24 (10qts)
 Average #buckets of oysters taken in 2010/person . . . 0.13 (10qts)
 Average #buckets of softshells taken in 2010/person . . 1.55 (10qts)
 Average #buckets of scallops taken in 2010/person . . . 0.11 (10qts)

Note: When someone buys a permit we get the previous year's survey results. The 2011 data will be available after everyone has purchased their 2012 license and will be included in the next year's town report.

Herring Run and Eel Ramp

The Herring Run remains closed due to the moratorium enacted by the Division of Marine Fisheries on the taking of herring anywhere in Massachusetts. This moratorium in Harwich was extended through 2011. DMF has not made a decision regarding herring runs across the state for 2012 and beyond. However, if Harwich is any indication of the general herring population, it doesn't bode well. The Natural Resources Department along with our volunteer herring wardens did not encounter many strong days at the run this past spring.

With the help of many Americorps volunteers we kept the Herring River clear of debris and blockages. Many early spring days were spent cutting dead wood, removing brush, and clearing debris that would inhibit the migration of herring to their freshwater spawning sites.

Harwich Conservation Trust once again had 30+ volunteers on a fixed schedule for 2 months stationed at the point where herring enter Hinckley Pond. Several times a day volunteers would tabulate fish counts for a 10 minute period. The estimated size of this year's Herring River run was 10,466 which was less than both 2009's run size of 19, 336 and 2010's run size of 41,254 fish.

The eel ramp located off Bank Street, also managed by HCT, had volunteers counting eels making their way into Grassy Pond in the spring. A small electric pump keeps an inclined ramp moist in order to assist the passage of eels from Cold Brook into the pond.

This was the third year that eels were counted making their way up the artificial mesh raceway into the pond. In 2011, 9,247 eels were counted migrating up the ramp. This was greater than last year; 2010 (5,000 eels) however much fewer than the first year; 2009 (25,000 eels).

Harwich Tuna Landings

The 2011 tuna season at Saquatucket Harbor ran from Sept. 4th through Nov 1st this year. The data for the past 3 years were:

Year	Dates	#Tuna	Largest Tuna
2011	9/4-11/1	102	884 lbs
2010	9/11-11/3	238	795 lbs
2009	9/24-11/8	147	1100 lbs

Harwich Water Quality Task Force (HWQTF)

Local water quality monitoring continued in Saquatucket Harbor, Wychemere Harbor, Allen Harbor, Herring River, and 11 freshwater ponds. These areas were sampled several times throughout the summer in order to continue collecting reliable water quality for our database including nitrates, phosphates, chlorophyll, dissolved oxygen levels, and fecal coliform levels. A project of this magnitude could only be completed with the dedication of our hard working volunteers – Ellen and Chris Geanacopoulos, Bob Smith, John Preston, Bill Otis, Chet Berg, Jane Chase, Kathleen Welch, Anne Hynes, Mary Ann Jones, Abigail Hynes-Houston, Richard Houston, Ralph and Jane Anderson, Jack Lohr, Peter DeBakker, Tony and Marian Piro, George Meyers, Patsy Lightbrown, Janet O'Leary, Richard King, Art Winterhaltler, Julie Gammon, Paul Erickson, Norma Spignese, Deborah Aylesworth, Joe Seidel, Bill Clary, Walter Gonet, Ron Bellengi, Jay Kennedy, Richard and Nancy

Gifford, Chuck Winans, Jim Brennan, Bill Myers, Ed McCarthy, Jim Brennan, Ray Sacramone, Connie Doherty, Sam Simonis, Ray Finnegan, Bill Sliney, Mary and Bob Reynolds, Pete Watson, Terry Barry, Ted Janse, Mary Henry, Frank Sampson, Bob Sarantis, and Gillian Dudeck.

Results from the Harwich Water Quality Task Force can be viewed at the website – www.hwqtf.com. It not only provides details about the program, but contains interim reports and data from the sampling ponds. Aerial photos, some of which illustrate algal blooms, can also be accessed via web links within the site.

Oceanographic data collection from Nantucket Sound was once again collected by the shellfish lab interns. They collected Nantucket Sound water data including water temperature, water salinity, dissolved oxygen, and turbidity. Data was only collected on two dates this summer due to the fact that the interns also helped collect Water Quality Task Force data in Wychmere and Saquatucket Harbors.

Comprehensive Wastewater Management Plan (CWMP)

Harwich continues its march to the completion of a Comprehensive Wastewater Management Plan. The town has contracted a water engineering firm CDM, now called CDM-SMITH, to assist in planning the town's future wastewater needs. The degradation of Harwich's estuaries and bays is one of the main reasons that the town is changing its approach to wastewater management. Harwich's goal of maintaining a high quality of life for its residents and restoring its bays and estuaries can only be achieved by developing such a plan.

Through a combination of determining the wastewater needs and identifying potential areas that require improved methods of wastewater treatment, Harwich can meet current and future developmental needs in regards to nitrogen daily loads. The goal is to have the CWMP draft report completed in the fall of 2012. As with anything this large and complex, it will be through adaptive management that the plan gets implemented.

A very special thank you and debt of gratitude is extended to Mr. Frank Sampson. Frank was the chairman of the Water Quality Task Force and stepped down this year. He has championed the CWMP and without his dedicated volunteer service for so many years we would not be where we are today. The new chairman Peter DeBakker has taken the reins and the WQTF will continue the goal of completing the CWMP as planned.

Hinckleys Pond

Hinckleys Pond experienced yet another algae bloom. This year it occurred in mid-August and lasted for more than a week. On August 10th it was determined that it was primarily a filamentous blue-green algae, *Oscillatoria*, cre-

ating mats of green colored water in the pond. In order to determine the causes of these blooms the town contracted the services of Camp, Dresser & McKee Inc. to complete a diagnostic assessment of the Pond. Work began immediately in September and the report will be completed in 2012.

Pleasant Bay Alliance (PBA)

Harwich also continued water quality sampling as part of the Pleasant Bay Resource Management Alliance. The Pleasant Bay Alliance sampled three locations in Harwich waters; two in Pleasant Bay and one in Round Cove. Volunteers Tina Maloney, Elise Trelegan, Evan Ridley, Nick Klauke, Al Williams, as well as Dave and Peggy Bennett were generous with their time and we thank them for their assistance. Special thanks to the Wequassett Inn for providing us a boat and driver for those early morning sampling runs. The website for the program is www.pleasantbay.org

The Pleasant Bay Alliance has also continued to make progress on the hydrodynamic study of the Muddy Creek/Rt 28 culvert interface. Plans are being finalized so that the both towns, Harwich and Chatham share in the design and completion of the project. Some additional work is needed to be done to size a trapezoidal culvert there. One advantage of the 22-ft trapezoidal channel compared to the 24-ft box culvert is that the maximum tide currents are reduced. Modeled average maximum tidal currents in the 22-ft trapezoid channel are 4.8 ft/sec, which is close to 2 ft/sec less than the maximum currents in the previously evaluated 24-ft box culvert (6.7 ft/sec). For both scenarios, the maximum currents are sufficient to mobilize sand-sized particles; therefore channel shoaling would not be problematic. The lower maximum currents associated with the 22-ft trapezoidal channel would improve safety associated with recreational use.

Looking Back

Many people, including some who are no longer with us, are to be thanked for all the help and support they have given me during the four decades I have worked for you. You know who you are. In addition to our community members themselves, almost too numerous to count, I would especially like to thank more than thirty selectmen, their secretaries and two town administrators I have gotten to know. In addition, backing was welcome from more than a hundred seasonal and regular town employees that were supportive of our mission to keep the harbors a safe and friendly place to work and play. I more than ever thank Donald Ryder, Heinz Proft, Michelle Morris and Tom Telesmanick for the great job that has been done.

We take pride that the harbor and its facilities are maintained as the cleanest and most respectable on Cape Cod. Routinely visitors comment on this fact. Looking back, many changes and improvements have happened, including: expanding and replacing parts of the original marina, creating a formida-

ble dock at Wychmere Harbor to serve the fishing fleet, establishing an intensive channel maintenance dredging and beach nourishment program, establishing an on going shellfish growing and seeding program, improving the alewife runs, upgrading harbor patrol boats at little cost to the local taxpayer, and checking pollution from boaters. Harwich was one of the very first towns to both implement a Federal No Discharge Area. and to develop a comprehensive set of governing regulations into a workable Harbor Management Plan.

We nurtured the establishment of a ferry service between Harwich Port and Nantucket, and continue to help whenever possible all businesses in town, from realtors and restaurants to boat yards and shop owners. In addition, when politics often seem at an imbalance, we continue to remind everyone that just as importantly the commercial fishermen are businessmen who create jobs in our community and also deserve our support.

Together we saw many changes in the dynamic of the Saquatucket Harbor. In recent years it has gone from a peak of 70 sailboats to barely more than ten, with little understanding of why this was happening at a time when fuel prices soar. The last 15 years the harbor became a jumping off place for most of the transient tuna fishermen in the northeast as it once had for a robust off-shore lobster fleet in the 70's, sea scallopers in the 80's, and ground fish fleet in the 90's. With aging facilities comes the need to replace and upgrade. Over the next twenty years, there is a lot to be done. How Harwich faces this challenge will be up to what responsibility taxpayers want to take for our five harbors.

The work never ends. In an effort toward being a good steward of the environment, we ended the year by preparing a Community Innovation Challenge Grant application for a portable closed loop pressure wash water recycling system for managing commercial fishing vessels that necessitate using our town landings for haul out in Harwich and Chatham.

Hero

Harwich commercial fisherman John Zuzick, posthumously received the "Act of Courage" Hero Award from the American Red Cross in March. He suffered a fatal heart attack while rescuing a drowning crewman during a fishing trip off Nantucket in 2010. John will always be remembered in our hearts as a great sailor and even a greater person.

Respectfully,

Thomas E. Leach, BS, *CHM Harbormaster*
Heinz M. Proft, BS, *MS Assistant/Environmental Science Director*

Report of the **Pleasant Bay Alliance**

The Pleasant Bay Alliance is an organization of the Towns of Harwich, Orleans, Chatham and Brewster established to coordinate implementation of the Pleasant Bay Resource Management Plan. The plan incorporates the Pleasant Bay Area of Critical Environmental Concern (ACEC) and the 21,600-acre watershed. The Alliance develops public policy recommendations, technical studies and public education tools to support the Bay's natural resources and the public's safe enjoyment of Pleasant Bay. Highlights from 2011 are listed below. For more information, please visit www.pleasantbay.org.

Water Quality - the Pleasant Bay Citizen Water Quality Monitoring Program finished its 12th season of monitoring. Samples were collected at 20 locations throughout the Pleasant Bay system and, once again, our dedicated volunteers recorded a 90% sample recovery rate. Samples are analyzed for nutrient parameters at the School of Marine Science and Technology Laboratory in New Bedford.

Fertilizer Management - The Pleasant Bay Fertilizer Management Plan released in 2011 provides strategies to reduce nitrogen loading from fertilizer use in the Pleasant Bay watershed. A public workshop was held in March to explain the plan and present alternative turf management and gardening techniques. As a first step in implementation of the plan, the Alliance's worked with municipal turf managers to develop a policy to control fertilizer use on town properties. The policy will be presented to Boards of Selectmen for consideration in 2012.

Muddy Creek Restoration - The Alliance worked with the Cape Cod Conservation District and consultants to study the resource effects of widening the culvert under Route 28 at Pleasant Bay and Muddy Creek. Preliminary findings demonstrate that widening the culvert could improve water quality and restore salt marsh in Muddy Creek. The full report will be presented to the public in 2012. The Cape Cod Water Resource Restoration Project funded this project.

Coastal Resources - A Coastal Resource Guide for Pleasant Bay and Chatham Harbor was developed by the Alliance with assistance from the Woods Hole Sea Grant, Cape Cod Commission and Provincetown Center for Coastal Studies. The guide will provide useful information for public resource managers, conservation commissions, and interested citizens and will provide a scientific basis for developing management recommendations. The guide will be published in early 2012.

Dredging Assessment - the Alliance completed an assessment of the need, resource impacts and regulatory feasibility of improvement dredging in the Area of Critical Environmental Concern. The assessment recommends an amendment to the Pleasant Bay Resource Management Plan to allow the a municipality to seek permits for improvement dredging in a limited area of the Bay near the 2007 inlet, and only if such dredging is necessary to maintain historic navigation access.

The Alliance wishes to thank the citizens of Harwich for your ongoing support.

Respectfully Submitted By:

Allin Thompson, Jr., *Steering Committee*

Larry Ballantine, *Steering Committee*

David Spitz, *Technical Resource Committee*

Frank Sampson, *Technical Resource Committee*

Tom Leach, *Technical Resource Committee*

Craig Wiegand, *Technical Resource Committee*

Carole Ridley, *Coordinator*

Report of the **Department of Public Works**

To the Honorable Board of Selectmen and the residents of the Town of Harwich:

I hereby submit my Annual Report on the activities of the Department of Public Works in 2011.

Typically in the opening section of the DPW's annual report, I try to inform the public about the major accomplishments of our organization over the past year and state how honored and privileged I am to lead the men and women of the DPW. Although I have numerous notable accomplishments to write about and could spend paragraphs writing about the expertise, dedication, and devotion to teamwork that thrive in the DPW, I would like to focus on the single most important, largest, and expensive project the DPW has ever been involved in: the reconstruction of Route 137.

The Route 137 Transportation Improvement Project (TIP) includes the reconstruction of the entire road from the Brewster Town line to the Chatham Town line, excluding the intersection at Route 39. This \$5 million project will widen the road, provide for pedestrian and bicycle accommodations, replace drainage systems, and install a new signal at the Route 6 east bound ramp. Article 5 of the 2008 Special Town Meeting allocated \$327,800 for engineering and design costs associated with this valuable project, or approximately 6.5% of its cost. Article 7 of the 2011 Special Town Meeting provided an additional \$20,000 for appraisals and other expenses associated with securing the right of way for the project and provided the Board of Selectmen with the authorization to acquire the right of way (ROW) by eminent domain, purchase, or donation.

In an effort to solicit as much public feedback as possible and develop support on this important project, a number of public meetings have taken place. These 2009 meetings included a kick-off meeting July 29th, an informational meeting before the Board of Selectmen on October 13th, a public informational meeting on December 10th, and a meeting with the East Harwich Village Collaborative, Cape Cod Commission, and the East Harwich Community Association on February 4, 2010. These meetings were held in advance of the required MassDOT 25% design public hearing that was held on January 19, 2011, which was well attended and extremely favorable. I would like to thank everyone who has participated in these meetings for their ideas and support of this project.

In March of 2011, Chris Nickerson, Highway Road Manager, and I decided to take on the task of securing the ROW for the project ourselves, after receiving an estimate from our Engineering firm (VHB) of \$125,000 for this purpose. The process began by consulting a MassDOT Right of Way Compliance Officer, who thought we were nuts for attempting to secure the ROW for 122 properties through donations. The first few weeks were spent preparing the copious amounts of paperwork required by the Federal Highway Administration (they are paying for 85% of the project), which included developing parcel pictures depicting each required easement, filling out donation forms for all 122 easements and keeping a precise interview log of all our interactions with each abutter. Having the paperwork in order, Chris and I personally met with each property owner, including many businesses, along the 2.2 mile Route 137 corridor. To say it was challenging to get this many people to agree to donate their property for temporary and permanent easements is an understatement. However, in the end, all easements were donated free of charge. We want thank each and every abutter who donated their property for their support of the project and for saving our community in excess of \$100,000 by doing so.

Last summer was spent dealing with some challenging financial circumstances with the project. First, with a revised construction estimate of \$5.3 million, the project was over budget after MassDOT added a 10% construction contingency and their 5% oversight fee, which inflated the project to nearly \$6.4 million. Faced with being over budget by approximately \$1.1 million, but not wanting to fragment the project, I decided on a three pronged approach: request additional funds (\$277,000) from the Metropolitan Planning Organization (MPO)(they control the Cape's TIP money), request the use of up to \$500,000 in Chapter 90 funds (road maintenance money received annually from the State) and project reductions of \$317,000. This approached worked and kept the project on schedule and intact. I need to thank our Board of Selectmen, MassDOT District 5 project manager Pam Hazner, the entire MPO and CCJTC members and Priscilla LeClerc of the Cape Cod Commission for their support of Harwich's project.

Bids for the Route 137 TIP project were opened on November 22, 2011. I was amazed at how competitive the bids were: Lawrence Lynch Corp. of Falmouth was the low bidder at \$4,014,418, with Robert B. Our Co. of Harwich a close second, with a bid of \$4,060,138. Although I was personally disappointed that the local Our company didn't get the bid, we have worked with Lawrence Lynch numerous times over the years and are quite confident that the Town will receive outstanding work from them. It should be noted that the Lynch bid was \$738,379 below the engineer's estimate of \$4,752,797, which in turn lowered Harwich's Chapter 90 contribution to \$380,420 for the non-participatory items.

From this point on the project belongs to MassDOT. They will be awarding the contract, holding a preconstruction meeting, issuing the notice to proceed to the contractor, and overseeing all aspects of construction with MassDOT resident engineers and other staff. However, if during construction any residents have questions or concerns about the project, please contact either Chris Nickerson or myself directly as we will be in constant contact with MassDOT and the contractor.

Finally, I would be remiss if I did not thank VHB for their commitment to Harwich and this project. With complete sincerity I can tell you that if it were not for Joe Magni, VHB Senior Project Manager and Steve Rhoads, VHB Highway Engineer, this project would have died on numerous occasions. Specifically, MassDOT required an extremely tight submittal schedule between the 25% design hearing and the 75%/100% design completion that required VHB to assign additional personnel to our project. There were many unplanned meetings to develop public support for the project and to reconcile design elements requested by the Town. Joe also assisted me in making project reductions when we appeared over budget and accompanied me to several MPO and JTC meetings while I was lobbying those bodies for additional funding. Thank you, Joe and Steve.

Although I planned on only writing about the Route 137 project, I feel I would be negligent if I did not inform you of two other important projects that are also funded primarily with grant money. The Town of Harwich received two American Reinvestment and Recovery Act (ARRA) grants to help restore and protect local wetlands. Thanks to Tom Leach, Harwich Harbor Master, who applied for and received the grants. These grants require a twenty percent match from the Town, which are met primarily using in-house labor from our Engineering Department and the DPW to reduce the actual costs to the Town.

The first project was for drainage improvements at Wychmere Harbor. Town Engineer Bob Cafarelli and Road Manager Chris Nickerson designed new drainage systems for both the Wychmere Harbor parking lot and Harbor Road, working in conjunction with Martha Rheinhardt, Wetlands Restorations Project Manager with the Cape Cod Conservation District, and Jeremy Bell, Restoration Ecologist with MA Department of Fish and Game. Utilizing the DPW's existing drainage contract with the Robert B. Our Co., we installed new drainage systems designed to reduce storm water runoff into the harbor and improve water quality.

The second project, designed to improve water flow into and out of marshlands at Red River Beach, is to replace the culverts at both Uncle Venies Road and Old Wharf Road. The larger culverts are designed to help tidal flushing of these marshes and improve habitat of both wildlife and vegetation. Both of

these projects were designed with the assistance of Martha Rheinhardt and Jeremy Bell, along with Neal Price of the Horsley Witten Group. This project is scheduled for early spring of 2012 and will be constructed using DPW personnel and equipment. Special thanks to Martha Rheinhardt, Jeremy Bell, Neal Price and Town Engineer Bob Cafarelli for keeping these complicated projects on schedule and within budget.

The following briefly describes accomplishments and duties of each department within the DPW. It should be noted that during hazardous conditions, such as snowstorms and hurricanes, all Division personnel function as one cohesive unit for the duration of the event and subsequent cleanup. Additionally, personnel are temporarily assigned to other Division Departments as workload and staffing dictate.

Building Maintenance Department

The Building Maintenance Department, which consists of two full-time employees, is responsible for routine and preventative maintenance of various Town-owned buildings, as well as setup and breakdown for Town Meetings and Elections. In addition to routine work, this department completed several building projects during 2011:

- Built new benches for the bocce ball court at Brooks Park
- Replaced broken awning window at the Fire Department Headquarters
- Installed new thermal pane windows in the Selectmen's Office
- Supervised the installation of a new hot water heater at Brooks Library
- Supervised the installation of the new boiler at Town Hall
- Oversaw the installation of the new shingled roof at the Albro House
- Oversaw the remodel of the old Highway Barn office and one of the bays

This department also responded to and completed over 85 work orders (requests for service) during the year. These included replacing broken windows, light fixtures and locks on various town buildings, repairing bathrooms, fixing leaks in ceilings, replacing broken tiles, moving furniture and office equipment and coordinating repair services with outside contractors when appropriate.

Custodial Department

The Custodial Department, which consists of four full-time and two part-time employees, is responsible for maintaining the cleanliness of the Town Hall, Community Center, Police Department, Library, and the Albro House.

2011 saw the addition of the Library custodian to our staff, as well as a reassignment of duties for other custodial personnel.

- Routine maintenance for this department includes:
 - Sweeping, vacuuming, mopping, dusting, waxing, polishing, buffing, and cleaning of floors and carpets

Cleaning and sanitizing restrooms and locker rooms, replenishing supplies
Cleaning, dusting furniture, walls, fixtures, drinking fountains, blinds, lights
Opening, closing, unlocking, locking the facilities as needed
Arranging the facilities for planned events
(i.e. setup/breakdown of tables, chairs)
Maintaining building security during activities

Disposal Area

The Harwich Transfer Station/Recycle Center is open seven days a week from 8AM-4PM, 362 days a year.

In 2011, the Disposal Area provided approximately 30 trailer-loads of screened compost to the Family Pantry, assisting in the creation of a vegetable garden on their site.

Harwich continues to participate in the Barnstable County Sharps Collection Program. This service provides patrons (free of charge) with designated sharps collection containers that can be filled with contaminated hypodermic needles and given to the Transfer Station attendant.

Of course, the main component of the facility is the removal of municipal solid waste (MSW), recycling materials, and other waste materials from the Town. The MSW is loaded into 100-yard trailers and transported to SEMASS, a waste to energy facility, located in Rochester, Massachusetts, approximately 50 miles from Harwich. Disposal Area staff made 317 trips to this facility moving a total of 6,609 tons of MSW. The second component of the operation is the drop-off Recycling Center, located east of the Transfer Station. The site consists of ten roll-off containers and several tables. A total of 1,490 tons of recycled material was hauled mostly to New Bedford and accounted for a total of 169 trips. The traffic flow, drive-through parking, Salvation Army bins, and paint and oil sheds continue to work extremely well. The last major component of the operation is known as the C&D pad. C&D (construction and demolition, i.e. wood waste from building and remodeling, shingles, unusable furniture and mattresses) is dropped off on a concrete pad south of the Transfer Station, where it is processed to increase density and then loaded into 100-yard trailers for transportation to United Waste Management in East Sandwich. Harwich vehicles made 276 trips, hauling a total of 4,794 tons of C&D.

The Town offers the following programs to residents:

Paint Recycling (daily April through October) Residents may drop off unwanted paint and paint-related products or pick up good paint for reuse.

The Treasure Chest is open Friday, Saturday, Sunday and from April through October 9AM-3PM, and Saturday and Sunday from 9AM-3PM,

October through April for residents to drop off or pick up useful items in good condition. Many thanks to the Treasure Chest volunteers for their hard work and dedication.

Automotive Product Recycling (daily, year round) for drop off of used oil, antifreeze, gasoline, and oil filters.

Composting of Grass and Leaves (daily, year round). Material must be weighed, but there is no charge for residents.

Harwich hosts the Household Hazardous Products (HHP) collections for Harwich, Brewster and Chatham, in which unwanted household chemicals are collected. It is held on the second Saturday of each month from May through October 9AM-12PM. During the collections in 2011, the Disposal Area recycled a total of 5,513 gallons of paint, 42 thermometers, 17 thermostats and switches, .8 pounds of elemental mercury, serving 638 cars and 952 households.

The Disposal Area also collected 2,575 gallons of waste oil.

In addition to the above, we continue to accept the following items for a fee: brush, TVs, computers and monitors, propane tanks, tires, refrigerators, air conditioners, scrap metal, and appliances.

Highway Department

The Highway Department's primary responsibility is the maintenance, construction, and repair of 142 miles of public roadway. Staff consists of 8 full-time employees and 2 seasonal workers. Ongoing department programs include annual crack sealing, pavement resurfacing, pavement surface treatments and catch basin repair, replacement, and cleaning. In addition, this department is responsible for the snow and ice removal on 200 miles of public and private roadways, street sweeping, pothole patching, sign maintenance, pavement marking maintenance, and seaweed removal on Town-owned beaches. In addition to the above-mentioned activities, the Highway Department completed the following:

- DPW personnel patched potholes and made road repairs
using 29 tons of asphalt

- Resurfaced 6 roads, using 1,681 tons of asphalt

- Used Chip Seal surface treatment on 17 roads, totaling 36,050 sq. yards

- Microsurfaced Gorham Road and Long Road

- Installed 23 drainage systems and reconstructed 32 systems

- Cleaned 545 catch basins with Town-owned equipment

- Completed street sweeping the entire Town, including all

 - Town buildings and municipal lots, by August 24, 2011.

- Maintained 11 gravel roads and 8 gravel parking lots

- Striped 58 miles of road and 11 municipal parking lots

Maintained all Town-owned beaches from May through September
Completed tree pruning on 17 main roads and in several neighborhoods
Completed road side mowing on all main roads and
started on secondary roads
Responded to 315 work orders (requests for service)
Assisted the Cemetery Department in the finish paving of the Evergreen
Cemetery Expansion and the South Harwich Cemetery Expansion
Worked with the Park Department installing underground conduit
connecting Town Hall to the Community Center

Park, Cemetery, and Forestry Departments

These departments are responsible for the maintenance of 6 parks, 5 athletic fields, 19 memorial squares, the grounds of 13 Town-owned buildings, and the bicycle trail, the care, maintenance, preservation, and improvement of 16 Town-owned cemeteries, and the planting and maintenance of all shade trees on Town property.

The staffing of these three departments consists of four full-time, one year-round part-time, and seven seasonal employees.

Routine maintenance for the Park and Cemetery Departments was as follows:

Parks, Grounds, and Memorial Squares – These were mowed regularly from mid-spring through mid-fall. Pruning, raking, cleanup, watering, and the painting and repairing of benches were done as staffing permitted.

Athletic Fields – These were mowed and prepared for games daily from mid-spring through mid-fall. Raking, pruning, watering, cleanup, and repairs to fences, irrigation systems, and drainage systems were done as necessary.

Bicycle Trail – This was patrolled on a regular basis throughout the year for litter, washouts, debris, and other safety issues. The bike trail was mowed several times over the summer and was pruned and brushed when needed. Root damage was repaired and a root barrier installed on the bike path, from Brooks Park to the rotary.

Cemeteries – Two full-time employees and one seasonal were dedicated to mowing and maintaining the Town's nearly 70 acres of cemeteries. When help was available from the Park Department, trimming, raking, and other routine maintenance was carried out.

In addition to the routine maintenance listed above, the employees of these departments assisted the Vehicle Maintenance Department in welding, fabricating, and repairing vehicles, plows and sanders. They also assisted in overseeing the construction of the new ball fields behind the Community Center and helped to resolve issues that arose during the process.

The Forestry Department's one seasonal employee planted 6 pear trees in various locations throughout Harwich with the help of the Cape Cod Regional Technical High School's Horticultural class.

The Park Department would like to extend a very sincere thanks to Shawn Fernandez and the Golf Department staff for their invaluable knowledge and assistance throughout the year. We would also like to thank Tim and Bev Millar for maintaining and filling the Mutt Mitt Dispensers, as well as the Bikeways Committee for their diligence in patrolling and helping to maintain the bike trail.

Beaches and Town Restrooms

Maintenance of the 20 Town-owned beaches and 9 restrooms was performed as a joint effort between the Highway, Park, and Building Maintenance Departments. The seaweed was removed weekly from Red River Beach, and periodically from Bank Street, Pleasant Road, and Earle Road Beaches. It was also removed from Belmont Road Beach as needed. Public restrooms were cleaned and stocked twice a day during the summer. Windswept sand was cleaned from the parking lots and beaches were patrolled for litter as staffing permitted.

Vehicle Maintenance Department

The Vehicle Maintenance Department, which consists of three full time employees, is responsible for scheduling, servicing, and repair of the Town's entire fleet of vehicles and equipment, consisting of cars, trucks, loaders, sweepers, catch basin cleaner, tractors, trailers, police cruisers, fire engines, ambulances, compactor equipment, weight scale and generators. This department also maintains the Town's fuel dispensing system and its small equipment.

The following is a partial list of some of the major repairs accomplished during 2011.

- Performed approximately 715 minor and 265 major services and repairs to Town vehicles

- Transfer Station – continued servicing both hydraulic systems including the replacement of hydraulic lines, cleaning and inspection of each station, as well as removal of the push pit ram for repairs. Removed and had the telescopic piston for the push pit rebuilt.

- Disposal Area Scale – continued servicing and maintaining the scale.

- Install and plumb hydraulics, controls, and wiring for replacement plow and sander

- Major overhaul of side broom, conveyor, and main broom of the Elgin Sweeper

- Rewired, standardized, and reprogrammed the warning light and siren systems on all police cruisers.

Rewired and updated the emergency warning lights on two fire engines
Prepared Division's trucks and equipment for snow and ice removal

The following repairs were made in an effort to extend the lives of some of our vehicles:

Removed old dump body on a one-ton truck and fabricated and installed new body.

Undercoated all dump trucks and Landfill trailers

Many thanks to the various Town Department Heads for their continued cooperation and especially to Bob Currie for helping to make centralized vehicle maintenance a success.

In Conclusion

I would like to thank the Board of Selectmen, the Town Administrator and his staff, and all the other Town departments for working cooperatively with the DPW throughout the year. I would also like to thank the residents of Harwich for their continued support of our Department. Rest assured we will keep exploring new ways to conduct business and strive to provide you with the best, most cost-efficient service possible.

Finally, I would like to acknowledge the enthusiastic, hardworking men and women of the Department of Public Works. They make coming to work a pleasure despite these challenging economic times. Thanks to all of them.

Respectfully Submitted,

Lincoln S. Hooper, *Director*

Report of the **Real Estate and Open Space Committee**

In June of 2011, the Town closed on the purchase of approximately 20 acres of open space in South Harwich, adjacent to another 18 acres purchased simultaneously by the Town of Chatham. The total 38-acre tract, known as the Mill Pond Woodlands, is wooded, rolling upland that connects the 123-acre Town Forest with additional open space owned by the Town of Chatham. It is within the well field recharge area for up to eleven public water supply wells serving thousands of residents of and visitors to Harwich and Chatham. The total 38-acre purchase was made in cooperation with the Town of Chatham, using Community Preservation Act (CPA) funds from both towns, and \$1 million in matching state grants, keeping the net cost per acre in Town of Harwich CPA dollars to under \$13,000/acre. To comply with the state CPA statute, a conservation restriction was conveyed by the Town of Harwich to the Harwich Conservation Trust and by the Town of Chatham to the Chatham Conservation Foundation, Inc.

In the Annual Town Meeting in May 2011, the Town turned down a proposal to purchase a parcel of real estate in the Island Pond recreation area. The purchase was approved by a simple majority, but did not get the required 2/3 majority to pass.

The Real Estate and Open Space Committee is continuing to investigate potential real estate purchases to protect public drinking water supplies, bodies of water such as Pleasant Bay, the Herring River and harbors, wildlife habitats, scenic views, and walking trails as well as other appropriate Town uses.

In June of 2011, the Board of Selectmen established a new policy for the Acquisition of Real Estate. In the new policy, any Town board, committee, department, or other party can be a “sponsor” for the acquisition of real estate. The Real Estate and Open Space Committee can itself be a sponsor, but the policy reiterates our role as real estate advisors to the Board of Selectmen. In this role, we will continue to investigate potential land purchases, as well as attend to other real estate matters according to our Committee charge.

In 2012, one immediate goal is to prioritize for acquisition open space properties that are not Town-owned.

Real Estate and Open Space Committee

Margo Fenn, Kathy Green, Bob Neese, Kris Ramsey
Dick Thomas, Richard Waystack, Paul Widegren

Report of the **Harwich Recreation Department – Youth, Park, Beach & Commission**

The Town of Harwich Recreation Department and Commission flourished over the past year. The Department offered a wide array of programming options for the people of Harwich throughout the year for both adults and children of all ages. The Commission and Department also worked to improve and maintain the condition of Recreation facilities including: fields, parks, beaches, and memorial squares. One of our major projects, the Recreation Multi-Purpose Fields, is nearing completion and will be available for use by the Summer of 2012. The Recreation Department also secured funding at the 2011 Annual Town Meeting to replace the current restroom and septic system at Pleasant Road Beach; this new facility will be open for the Summer Season of 2012. Construction of new swim docks at Sand Pond were also completed with the assistance of the Harwich Highway Department and were used for the 2011 Summer swim lesson program. The Department and Commission have many other goals including: Expansion of Brooks Park and its facilities, the continued updating of beach restrooms, and the maintenance of all our current properties throughout the Town keeping in mind safety and compliance for all of our properties and structures.

We would like to extend our thanks and appreciation to all of the Recreation staff: Director, Eric Beebe; Executive Assistant, Lee Hemeon; Program Specialists, Susan Fraser, and Gerrit Murphy in recognition of their continued dedication, support, and hard work throughout the years.

Adult Programs Offered:

Adult Tennis/Turbo Tennis	Co-Ed Volleyball
Over 55 Volleyball	Adult Indoor Soccer
Women's Indoor Field Hockey	Over 55 Basketball

Other Programs Sponsored:

Community Center Easter Event	Harwich After-Prom Event
Community Center Halloween Event	Harwich Town Band

The following deposits were made into the Town's General Fund:

Summer Swimming Registration Fees	\$11,700
Daily Beach Parking Passes	\$37,845
Beach Sticker Sales	\$248,138
General Fund Program Fees	\$3750
Beach Parking Violations (Potential)	\$14,750
Food Vendor Bids for Town Beaches	<u>\$15,000</u>
Total Deposit to General Fund	\$331,183

The Recreation Department's Parking Enforcement Officer, along with Eric Beebe and Susan Fraser also wrote 295 parking violations at the town beaches this year. This would account for a potential deposit of \$14,750 to the Town's General Fund. This number is up from last year by \$2450 despite having our best daily pass sales season ever.

The Recreation and Youth Department is responsible for the Town beaches, parks, ball fields, and memorial squares. We thank the Harwich Mariners for all they have done to facilitate and continually update Whitehouse Field, one of our Town's finest assets. We would also like to thank all of our other participating cape baseball leagues for their support.

During the summer season, the Recreation Department offered lessons in swimming, tennis, and offered a half-day summer camp five days a week. Other programs offered were basketball, softball, baseball, soccer, and lacrosse.

All of our Summer Staff is American Red Cross certified in CPR and first aid for the Professional Rescuer. Lifeguards must also have Lifeguard Training certificates as well. Our Water Safety Instructors need both Lifeguard Training and Water Safety Instructor certifications. Our staff consists of 57 employees; Beach Supervisor, Assistant Beach Supervisor, Waterfront Director, Playground Director, Playground Instructors, Water Safety Instructors, Lifeguards, Gate Attendants, Tennis Instructors, Summerball Instructors, and Parking Enforcement Officer. We would like to thank our summer staff for their hard work and dedication to a safe and successful season again this year. We also give many thanks Alana Wilson, who in addition to her Playground Director Position, was a great help in the Recreation office with essential day to day operations. Alana just completed her tenth summer season with the Harwich Recreation Department.

Also many thanks go to the Community Center Staff who work so hard everyday to make the building such a success; Community Center Director, Carolyn Carey, Channel 18 Director, Jill Mason, Council on Aging Director Barbara Anne Foley, and all of their staff members for their continuous support and cooperation with all of our programs. We would also like to thank the Community Center custodians who keep the building a safe and clean place for the Recreation Department to function within.

We would also like to thank the Cape Cod Old Timer's Softball League for their continued support and contributions to the Recreation Department softball fields. Once again, the Old Timer's Softball League held their annual Classic Tournament at Potter's and Senior Memorial Field with great success. Dozens of towns from all over the state and further beyond participated and brought many people into the town of Harwich.

We would like to thank the following people for all of their continued support; the Town Administrator, Jim Merriam; Assistant Town Administrator, Nan Balmer and their administrative staff, Sandy and Ann. We would also like to thank all of our volunteers and our many coaches. We would like to thank, as well, everyone in the Division of Highways and Maintenance team for caring for our parks, ball fields, beaches, memorial squares, and vehicles; the Harwich Board of Selectmen; the Harwich Police Department; the Harwich Fire Department; the Town Accountant; the Town Engineer; the Harbormaster and his staff; Director of Golf, Dennis Hoye; the Town Planner's Office; the Health Department; Foster Banford; the School Department, whose facilities have been made available to us, and all the other departments and Town Boards and Committees which we depend upon daily for assistance.

We would also like to acknowledge and thank the Community Preservation Committee for all of their help and support, without them our projects would not be the success that they are. Acknowledgments also go out to the Town Band, Friends of the Harwich Youth, Friends of the Harwich Community Center, the Harwich Garden Club, the Harwich Evening Women's Club, the Harwich Chamber of Commerce, and the Town Youth Counselor, Sheila House, along with Ann Emerson, the Program Coordinator for the Harwich Community Learning Center, for all their hard work and continued dedication to the youth in Harwich.

We are thankful to the following individuals and groups for providing assistance in program instruction; Paul Turner's Ultimate Soccer Academy, Mary Ann Patz, Michele Insley, Heath Teixeira, Lincoln Hooper, Andrew Barbato, Emily Barbato, Liam Dennehy, Mike Beorgeois, Bill Doherty, James Kastritis, Alison Tripp, and Graham Whitelaw.

Finally, a sincere and grateful acknowledgement is extended to the citizens of Harwich who continue to support the many programs provided annually. Without your commitment to our activities and services provided, we could not continue to provide the number, variety, and high level of recreational programs and services to the youth and adults of this community.

Respectfully Submitted by:

The Harwich Recreation and Youth Commission

John Mahan
Francis Crowley
David Sadoski
Vahan Khachadoorian
David Nixon
Lee Culver
Janet Bowers

Report of the **Traffic Safety Committee**

The Harwich Traffic Safety Committee serves in an advisory capacity to the Board of Selectmen. The five (5) member Committee is charged to recommend to the Board of Selectmen suggestions to improve the transportation plan in Harwich for present and year-round needs which promotes safe, convenient, accessible, and economical transportation and is consistent with the Town's recreational needs and its historic, scenic and natural resources

The members appointed to the Committee are Paul D. Erickson and Paul McCallister. Gerald (Jerry) Beltis resigned in June. Liaisons to the Committee are Police Sergeant Kevin Considine, Police Officer Paul Boorack, Planning Board member Allan Peterson and Selectmen liaison Larry Ballantine.

The Committee worked on the following major issues during the year:

ROUTE 137 RENOVATION PROJECT

The Committee reviewed the plans and submitted recommendations concerning pedestrian access to sidewalks, line of sight at intersection, access and egress of business driveways, verification of speed zones and designation of Share The Road for bicyclists.

LINE OF SIGHT BY-LAW

The Committee submitted to the Board of Selectmen a draft by-law revision to adequately address the line of sight of motorists at intersections. Final approval will require adoption by a future Town Meeting.

MUNICIPAL TRAFFIC CODE

The Committee completed its recommendation to recode the Municipal Traffic Code that brings all available regulations together into one accessible Code and facilitate adoption of future traffic orders. The recommendation was adopted by the Board of Selectmen and forwarded to the Massachusetts Department of Transportation Highway Division for approval.

The Committee recommended to the Board of Selectmen traffic regulations to improve safety at the Route 39 and Pleasant Bay Road Intersection. The regulations included pavement markings, warning signage and a warning beacon. The Board accepted the recommendations for marking and signage but did not act on the warning beacon.

The Committee submitted recommendations to the Board of Selectmen at the request of the Bikeways Committee for improved safety at the bike trail crossings. The recommendations consisted of traffic signage and markings authorized by the Manual on Uniform Traffic Control Devices. The Board

voted to implement the recommendations at the Route 39 crossing and monitor the effectiveness of the improvements for use at other crossings.

The Committee submitted review a Police Department request for No Turn On Red traffic regulations at Route 124 and Queen Anne Road. The Committee drafted regulations that would prohibited turning movements when the light is red based on the line of sight distance measurements conducted by the Police Department. An advance warning of the intersection regulation was also drafted. The Police Chief will consider submitting them to the Board of Selectmen after the reconstruction work has been completed by the Massachusetts Department of Transportation Highway Division.

BICYCLE – SIDEWALK PLANNING

The Committee supported the Town Planner during his development of a Bank Street multipurpose path proposal to improve the connection of Harwich Center and Harwichport for bicyclists and pedestrians.

The Committee submitted recommendations to the Bikeways Committee during its planning for directional signage on the bike trail in Harwich Center.

TRANSPORTATION IMPROVEMENTS FOR EMERGENCY RESPONSE

The Committee reviewed the roadway system and its impact on Medical Emergency response times. Google maps was used to identified the travel time from the two Harwich fire stations to various locations in town. The Committee identified one change to the current roadway system that could reduce response travel time to medical emergencies. The Committee submitted a recommendation the Board of Selectmen that the Massachusetts Department of Transportation Highway Division be petitioned to authorize an emergency exit westbound on Route 6 at Depot Street in order to improve an alternate response time from East Harwich and to improve the delivery time to the hospital from North Harwich.

MEMBERSHIP

The membership of the Committee was reduced to two members after the June meeting which did not provide the Committee with a voting quorum. No meetings were held for the remainder of the year. The Committee had discussed an alternative membership that would utilize the working knowledge of the full time staff of the Town of Harwich. The Chair shared this suggestion with the Board of Selectmen for its consideration. The Chief of Police could coordinate discussions with Fire, Planning and Highway Departments and included citizen input.

Respectfully submitted,

Paul D. Erickson, *Chair*

Report of the **Trail Committee**

The Town of Harwich is blessed with a large number of walking trails throughout the Town. The Trail Committee is charged with the job of assisting the public in the enjoyment of those trails and encouraging passive recreational use of the trails. Our 2011/2012 projects include

1. Stewardship of the Trails: The Trail Committee members check on trail conditions, sign damage, illegal dumping and other illegal activity and organize on-site work meetings to maintain trails and assess trail needs. However, we must often rely heavily on the assistance of the Harwich Conservation Trust (HCT), the Highway Department and Ameri-Corps (all to whom we are grateful) for equipment and manpower to clear trees (especially after Irene), remove large amounts of illegal dumping, repair kiosks and mow fields and trails. Oversight of our activities is required by the Conservation Commission; therefore all minutes, reports, etc. are sent to that Commission as well as to the Town Conservation Agent and the Town Manager.

2. Vandalism: The Harwich Police Department held an open meeting in the spring to inform ATV users of a new Mass State law regulating ATV use. The meeting did not draw any ATV users. Since our posting of Rules and Regulations at the end of 2010, more frequent surveillance by volunteers and NStar's installation of barriers at major access points, the frequency of ATV rider ship on Town trails seems to have decreased. However, there is still visible trail damage, particularly in the Island Pond trails and at Bell's Neck. Kiosk breakage and sign damage is on-going, but appears to have decreased. Illegal dumping of brush and building materials continues, especially along Bell's Neck Road. The smelliest dumping activity of the year occurred at D. Isabel Smith Monomoy parking lot where a truckload of sea scallop shells was dumped over the fence and down the hillside. Several of our members cleaned the mess up by hand.

3. Sand Pond Trail Area – Bell's Neck Road North: We continue to pursue approval for a small parking lot on the north side of Great Western Road to provide access to the lovely loop trail overlooking the Herring River west of Sand Pond. The project was delayed to await the outcome of the Town Land Management Plan which was itself delayed. In the fall, an outside consulting group was assigned the task of preparing the plan. To date, we know that the consulting group has reviewed the parking lot plan. In the mean time, Eagle Scout Jon Winslow has completed his project for the area. He met with us several times and has done the following: trail clearing, repairing two existing overlook benches, building and installing two picnic tables on sites

approved by the Town Conservation Agent, and building one kiosk (presently in storage at the highway department) for the proposed parking area. This Committee and the Town wish to express their gratitude to Jon, his father and fellow scouts for their contribution to the Town.

4. Hall Property purchase: In August we held a task force meeting to discuss the possibility of sponsoring the purchase of 4.1 acres of waterfront property on the west side of West Reservoir south of the bike trail. Such an attempt has been in the works for years. We decided that it was time to try again. On August 9 we sent a purpose statement to the Board of Selectmen stating our position and outlining the many reasons for purchase of the property, among them the completion of a loop trail around the Reservoir and the preservation of open space surrounding the Reservoir. With the assistance of the Real Estate and Open Space Committee, an Article for purchase of the property has been placed on the May 2012 Town meeting Warrant.

5. Bell's Neck Bridge Project: We met on site on several occasions and with various consultants to explore the possibility of a pre-cut foot bridge over a cranberry bog water intake near the fish ladder on the southwest corner of West Reservoir. The purpose of the bridge is to create a scenic approach to the west side trails leading north to the bike trail should the purchase of the Hall property be realized. Needless to say, there are several hurdles to overcome. Among them are conservation considerations, funding, and handicap accessibility, to mention a few. A land management grant application was submitted to the County in October and was approved and accepted by the Board of Selectmen. However, it was necessary to withdraw and reapply next October because the June 2012 deadline for using the grant money could not be met. A second grant request was submitted to the State Department of Conservation and Recreation in October. We will learn the fate of this application in June 2012.. The project has morphed into a possible ADA approved approach boardwalk to bridge, the actual bridge, and an observation platform overlooking the Reservoir.

6. Depot Street Parking Lot: Our hopes to improve this lot adjacent to the bike trail have met with lack of action from the state. Tom Stello, a member of the Planning Board, volunteered his time to complete a site plan required by the State. Meanwhile, the area continues to be plagued by large puddles, dumping, poor vision to exit the lot, and, in general, not an attractive entrance to Harwich along the well-used Cape Cod Rail/Trail. We persist because this lot will get a lot more use when the loop trail around the Bell's Neck West Reservoir becomes a reality.

7. Trail Blazes: We have tried numerous solutions which are inexpensive and vandal-proof. The most recent attempt is to secure small red triangles with

black arrows at a height visible to hikers but out of arm's reach of those with destructive agendas. A try-out has been placed on the main Island Pond loop—a location where we have repeatedly had to replace directional signs. If we find that these work well, we will continue to mark existing main trails in early 2012 so that they are in place for the busy season.

8. Texeira Picnic Area: With the assistance of CPC funds, we purchased a picnic table for Texeira. In July it was installed near the circle at the end of the gravel road. We are waiting for a brown road sign with picnic table symbol to place on Queen Anne Road.

9. Town Planning Projects: During the course of the year we were asked to review and contribute input to the Comprehensive Town Plan as well as the Conservation Commission land management plan. We will continue to study the Harwich Center to Harwich Port multi-use connection and offer suggestions. Let the record show that this Committee favors a Forest Street route.

10. Trail Guides: The Trail Committee has cooperated with the Harwich Conservation Trust in the publication of two Editions of the very popular Town-Wide Trail Guide. The 2nd Edition is now depleted. Consequently, the guide boxes located at the kiosks remained empty during the long and beautiful fall hiking season. A temporary fix is in the works.

Trail Committee

Pauline Ashton

Chet Berg

Matt Cushing (*Vice Chair*)

John Folla

Gerie Schumann (*Clerk*)

Bruce Nightingale

Ron Saulnier

Dick Thomas (*Chair*)

Report of the **Utility & Energy Conservation Commission**

This has been an active year for the U&EC Commission in the Town of Harwich. For most of the year, the commission had full complement of five members, although Bruce Gibson resigned in late November and the commission is currently working to gain a new member

Most of the activity for 2011 related to working with the Cape & Vineyard Electric Coop (CVEC) to gain approval of a very large solar farm. This installation will be one the largest on Cape and provide significant long term, annual revenue to the town, as well as supplying all the municipal energy requirements each year.

The project will cover almost all of the capped landfill with solar panels. About 15 acres will be covered by 15,000 solar panels, generating over 4million KWH each year. The project has been contracted to American Capital Energy (ACE), a large, experienced solar company who will construct, operate and maintain the solar farm for 20 years, selling energy to the Town at a fixed cost of 6.9 cents/KWH. Along with the "net metering" credits generated, the savings to the town start at approximately \$350,000 each year. No investment is required by the town to gain this result.

Currently, the project is in the permitting stage, having recently received a positive vote from the Planning Board. Permits from the Department of Environmental Protection have been filed and are expected to be received in the first quarter of 2012. NStar interconnection has been filed for and it is not expected that any roadblocks will occur in this process. Construction is scheduled to start in the second quarter of 2012, with the project going on line before the end of 2012.

One other recent activity which the commission is very concerned about is the planning and design of the proposed new Monomoy High School which will be constructed at the site of the current Harwich High School. It is imperative that all energy conservation measures, procedures and materials be included at the time of initial design. Very important energy savings as well as reduced costs for taxpayers in both towns are available. The Commission has offered Ms. V Bell to act as a sounding board, design consultant and resource for the school building committee.

We continue to be concerned with streetlights, with need to develop a means of getting maintenance completed in a quicker time frame than is now happening. U&EC suggests to all residents that they “gain ownership “ of the streetlight nearest their home to be able report any problems before they have to wait for the maintenance company to find them several months later.

CVEC is also working on a second phase of Solar installations on Cape and several Town locations are being evaluated as this is being prepared.

Barry R Worth, *Chairman*
Valerie Bell
Larry Cole
Bill Doherty

Report of the **Water Department**

From the Harwich Board of Water Commissioners and the Superintendent, we respectfully submit our Annual Report to the Honorable Board of Selectmen and to the citizens of the Town of Harwich for the year ending 2011.

BRUCE CAHOON WATER TREATMENT FACILITY

Under the Supervision of the Board of Water Commissioners and Superintendent, the Harwich Water Department constructed a 6.5 MGD Greensand and Manganese removal plant. Public sealed bids were opened in March of 2010; the low bid was then awarded to Weston & Sampson Inc. for \$3.25 million dollars. This plant will be used to remove approximately 80% of the iron and manganese which occurs naturally in the type of soil formation on Cape Cod. These types of plants can be found in all of our surrounding Towns. Harwich has now joined the surrounding Towns in treating for iron and manganese. For the last 10 years the Harwich Water Department was able to blend water with little to no iron and manganese with the water that had higher levels of iron and manganese which kept iron and manganese to a minimal level. However, with the demand growing during our summer months, we were unable to continue the blending process.

There was an open public ceremony which took place on November 16, 2011 at the new Bruce Cahoon Treatment Facility where Bruce Cahoon's family was in attendance. The Bruce Cahoon Treatment Facility came on line November 20, 2011.

ROUTE 39 WATER STORAGE TANK

The Route 39 water storage tank underwent extensive structural repairs this year. The last time this tank was painted was 14 years ago. The Route 39 tank is a spider leg tank design. The Harwich Water Department has two of these tanks; Route 39 and Lothrop Avenue. The Route 39 tank had severe metal loss around the area where the bowl and legs come together, around the catwalk as well as the sway bars on the tank. Another costly item was that the tank had to be completely shrouded because of lead paint issues and air quality.

The project engineers on this project were Haley & Ward Inc. out of Waltham MA. Inspection services were conducted by Merithew Inc. out of Raynham Center, MA. Structural repairs and painting were done by Amstar of Western New York, Buffalo, NY.

This project went out to bid according to Chapter 30 Laws. Publicly sealed bids were then opened on February 2010. The award went to the low bidder, Amstar of Western New York at a price of \$2,050,000. The final cost of this project was \$2,050,000. It was completed within the allotted time schedule and within budget.

The Town presently maintains three water storage tanks that have capacities ranging from 1 million gallons to 1.5 million gallons. We plan to make the same type of repairs to the tank located on Lothrop Avenue in FY14.

The Harwich Water Department is almost a year in to Verizon Wireless and T-Mobile cell tower leases for Pleasant Lake Avenue and Route 39 water tanks. This new revenue source will help to offset the very expensive cost of water tank rehabilitation, maintenance and painting. We plan to seek bids for the Lothrop Avenue tank.

REORGANIZATION

The Harwich Board of Water Commissioners is seeking Town approval to restructure the current Water Department to a new Water and Sewer District. The Commissioners feel that under this type of Utility structure the Board can expand to a well-rounded Board seeking individuals that have served on previous Boards or Committees with water and wastewater experience. The Town Administrator feels that the Water Department should be expanded to a Water and Sewer Department under the leadership of a DPW Director. The present Highway Director has no water or wastewater experience. Water and Sewer Departments are very technical departments which need to be directed by someone experienced in water and wastewater.

To go forward with a DPW structure would mean several large rate increases over several years to pay for salaries for the DPW Director, the Town Engineer and the new Building Maintenance Administrator. Several other layers of management will also be needed to complete a DPW organization.

The Water Commissioners feel that the rate payer and the tax payer will see a large increase in taxes and rates over the next several years under a DPW organization. Therefore, the Commissioners feel that a Water & Sewer District would benefit the rate payer and the tax payer financially.

WATER DEPARTMENT AND TOWN DEPARTMENT COORDINATION

The Water Department continues to work with other Town Departments. Our Water Tracker mapping web-based application is used by the Planning and Fire Departments. Behind the scenes we fund the ArcGIS license for the town as the parcel layers are shared. Our Voice Broadcast system has also been a useful tool not only for our internal department use but for Town-wide

use. We have administered broadcast message for the Town and Emergency Management Department. Also, several of our field staff and trucks are used for snow plowing in coordination with the Highway Department. We look forward to continued cooperation with town departments.

WATER MAIN IMPROVEMENTS

Now that much needed capital projects were completed in 2011, the Water Department plans to continue our water main upgrade and replacement program by replacing or relining the older water mains in our system. As part of this effort, we will continue to closely coordinate our water main replacement program with the Highway Department by scheduling our construction activities to occur during the same time as street resurfacing by the Highway Department. This coordinated approach to our construction activities therefore results in a large savings to our rate payers.

HYDRANTS AND VALVES

Every hydrant in Harwich was inspected and exercised in 2011. The remaining fire flow tests were also completed in 2011. The Department replaced, installed or repaired seventy-one (71) hydrants. We have identified all hydrants that are in need of replacement. Hydrant re-graveling of 45 hydrants in the business district was completed in early 2011.

The Water Department also has an ongoing program for maintaining our valves throughout the system and we continue to add valves into our infrastructure. This allows us to isolate smaller areas of Town during water emergencies and to provide even more discrete controls on our flushing program.

WATER SERVICE INSTALLATION

Several years ago, the Water Department became the sole installer of new and renewal water services. This transition was successful and our staff has done a great job. In 2011 we installed 16 new water services and renewed 42, which were not on the service tight protection plan.

WATER METER UPGRADE PROGRAM

Water Meter upgrades continue on schedule. Meters age 30 years and older are part of our ongoing meter replacement program. In 2011, 419 meters were replaced and 30 new meters were installed for new water services

RADIO READ INSTALLATION PROGRAM

We continue to install radio reads throughout our customer base. In 2011 we installed 1,544 radio reads for a total of 6,226 now installed, which is 63% of our customers. We will continue to work diligently on this program and anticipate achieving 100% radio read in 2012. Radio read devices complement the meter and encode, receive, and transmit the data by radio signal. This technology will greatly reduce the number of technicians needed for

meter reading and allow us to dedicate more staff to routine maintenance of the distribution system, service installations and seasonal services.

VOICE BROADCAST SYSTEM

The Voice Broadcast system has become a useful tool in communicating not only water emergencies to our residential and commercial customers but also town-wide emergencies to all residents. Be sure to enroll so you receive these messages. You can enroll on our website or feel free to contact our office at 508-432-0304 to sign up and/or update your phone number if it has changed.

SERVICE TIGHT PLAN

Did you know that as a homeowner you are responsible for the water service line that runs from the street to your home? In many cases those lines have been in place since your home was originally built. Many homeowners assume the lines are the water department's responsibility or any problems on the lines are covered under their homeowners' insurance policies. Unfortunately, these are false assumptions. Replacing a water service can cost \$2,000 or more.

Why not protect yourself and sign up for our *Service Tight Protection Plan* today! For as little as \$68 per year we can protect participants from costly repair or replacement costs in the event of a water service break at your property. You can learn more about this plan and enroll by visiting our website and/or feel free to contact our office and we'll mail you a brochure.

ONLINE BILL PRESENTMENT AND PAYMENT

The Harwich Water Department provides our customers a convenient way to view, print and pay your water bill online. We're sure you will find it more convenient and better for the environment. You will find this quick link on our website at www.harwichwater.com.

WWW.HARWICHWATER.COM AND WWW.HARWICHGIS.COM

If you haven't visited our Department website, we would like to invite you to do so. Our Department is technically driven. We will continue to enhance our services in this fashion. All of our Department forms and reports are available as well as up-to-date meeting minutes of the Board of Water Commissioners. In addition there are many informational facts and how-to instructions that you may find very helpful. At harwichgis.com we have a variety of maps. You may find our water system map and many of the Harwich maps; zoning, town owned property, flood area, conservation and recreation as well as road and street maps. Be sure to visit our electronic business front on the Web.

POTENTIAL TO PAY MORE FOR LESS AND WATER USER SURVEY

The Department of Environmental Protection (DEP) is contemplating mandating water use restrictions to 65 gallons per day per capita which may restrict outside watering to 2 days per week from May-September each year regardless of pond levels or rainfall. DEP is using a UMASS Dartmouth study that only reached 9% of the water users as their basis. There is no scientific data justifying the implementation of this program which is what prompted our survey. If water use decreases, water rates will have to increase to meet fixed costs, therefore, a customer will pay more for less.

Surveys were mailed to all 9,800 of our water customers. We are happy to report that we have received approximately 4,000 surveys. You can find the survey results within our Department News on our website.

CONSERVATION PROGRAMS

The Harwich Water Department is always looking at methods of how we can conserve water. We ask that you work with us to help conserve water. Even though there is an abundant water supply on Cape Cod, we should still conserve as much water as possible.

Awareness of how much water you use is the first step in conservation. The average person uses fifty (50) gallons of water per day on the following activities:

- Toilet = 19 gallons per day
- Bathing & Hygiene = 15 gallons per day
- Laundry = 8 gallons per day
- Kitchen = 7 gallons per day
- Housekeeping = 1 gallon per day
- Irrigation/Lawn Watering = 70 gallons per day

Total Winter Use = 50 Gallons

Total Summer Use = 120 Gallons

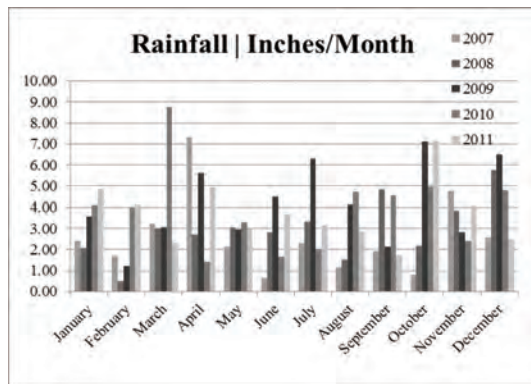
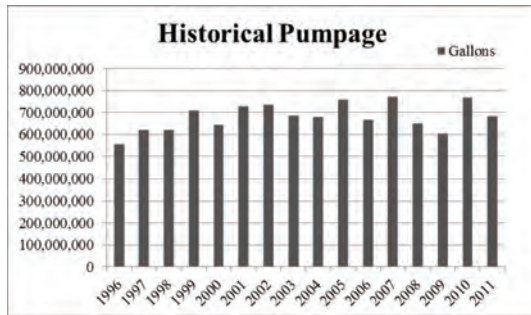
Because of the seasonal influx during the summer months, the Town of Harwich averages approximately 65 to 70 gallons per day per capita.

Metered Water Calculation

To review your metered water bill, divide your water usage by the number of days in the billing period (approximately 180 days) and also by the number of residents of your household to determine your average.

PUMPAGE AND RAINFALL STATISTICS

Water Department Comparative Table



Year	Rainfall in Inches	Gallons Pumped	Maximum Daily
1996	63.33	555,982,400	4,344,600
1997	48.46	620,145,100	5,627,100
1998	49.93	619,321,800	4,740,800
1999	44.48	710,729,600	5,681,400
2000	48.11	644,636,400	5,065,400
2001	36.76	730,249,000	5,879,600
2002	50.44	735,869,800	5,666,970
2003	53.75	687,473,053	5,701,605
2004	37.88	680,194,630	5,568,509
2005	61.42	759,802,792	5,728,926
2006	42.03	666,986,217	5,052,381
2007	30.89	772,525,325	5,659,678
2008	35.60	649,958,341	5,401,605
2009	49.89	605,297,549	4,386,341
2010	46.76	769,662,599	7,062,033
2011	44.28	683,643,620	5,237,726

2011 WATER MAIN INSTALLATIONS

<u>Street</u>	<u>Type</u>	<u>Size</u>	<u>Footage</u>	<u>Hydrants</u>
289 Queen Anne Road	Ductile Iron	8"	212'	1
85 Depot Road (T2 Treatment Plant)	Ductile Iron	16"	812'	0

2011 ANNUAL STATISTICS OF SERVICES PERFORMED

Curb Stop Repair/Renewals	25	
Frozen Water Meters	15	
Meter Reading Troubleshoot	376	
Hydrant Repairs	20	
Hydrant Replacement	50	
Hydrants Installed	1	
Installation of Yard Hydrants for Water Samples	0	
Mark Outs/Emergency Mark Outs	398	
New Water Service Installations	16	
Property Transfers Requests	258	
Radio Reads Installed/Replaced	1,544	
Renewal of Water Services	42	
Seasonal Turn On/Off	1,427	
Total Hydrants in System	1,349	Hydrants
Total Usage for Hydrant for Construction	9,000	Gallons
Water Main Repairs	2	
Meter Change Outs	144	
Meters Installed	30	
Water Service Repairs	640	
Water Usage for Flushing	4,222,150	Gallons

SUMMARY OF DEPARTMENT CHARGES FOR FY11**Period Ending June 30, 2011****COMMITMENTS:**

Water Rates	3,325,801	
Commercial Fire Sprinkler	19,470	
Commercial Fire Sprinkler Inspection	0	
Residential Fire Sprinkler	<u>3,120</u>	
TOTAL WATER RATES		\$3,348,391
Service Repair Charges	<u>45,634</u>	
TOTAL SERVICE REPAIR CHARGES		\$45,634
Seasonal Services	<u>68,805</u>	
TOTAL SEASONAL CHARGES		\$68,805

Transfer Fee Charges	<u>14,743</u>	
TOTAL TRANSFER CHARGES		\$14,743
Backflow Inspections	<u>13,030</u>	
TOTAL BACKFLOW INSPECTION CHARGES		\$13,030
New Services	20,150	
Renewal Services	4,760	
New Meter Charges	38,716	
Service Installation Supply Charges	<u>63,616</u>	
TOTAL NEW/RENEWAL SERVICES		\$127,242
Late Fees	28,332	
Other Miscellaneous Fees	<u>2,652</u>	
TOTAL FEES		\$30,984
TOTAL COMMITMENTS		\$3,668,548
TOTAL ABATEMENTS/ADJUSTMENTS		\$135,125
TOTAL RECEIPTS		\$3,533,423

ANTICIPATED ACTIVITIES DURING 2012

- Planning for Lothrop Avenue tank rehab in FY14
- Begin pump station maintenance and rehabilitation
- Green sand treatment plant for station 10
- Water main replacement and upgrades

CONCLUSION

As Department Superintendent, I would like to thank the Water Department employees for their teamwork and dedication and the Board of Water Commissioners for their continued support and service to the community and myself throughout the year.

Craig Wiegand, *Water Superintendent*
Board of Water Commissioners

Donald Bates, *Chairman*
Allin Thompson, *Vice Chairman*
Danette Gonsalves, *Clerk*

Report of the **Zoning Board of Appeals**

Regular Members

Geoff Wiegman- Chair
Gary Carreiro – Clerk
Dr. Murray Johnson
David Ryer
Dean Hederstedt

Associate Members

Joseph Campbell
John Burke

Zoning Board of Appeals

The purpose of the Board is to hear and decide applications or petitions for Special Permits or Variances as empowered under the Massachusetts General Laws, Chapters 40A and 40B, and the Harwich Zoning Bylaws and to hear and decide appeals from decisions of the Zoning Administrator. It continues to be the goal of the ZBA to enforce the Town's Zoning Bylaws with respect, compassion and professionalism.

There were 10 regular open meetings in 2011. A total of 41 applications were received. Of the 28 Special Permits applications heard, 26 were granted and 2 were withdrawn. A total of 15 Variance applications were heard. Of those, 7 were granted, 1 was denied and 7 were withdrawn. The Board considered no new requests for Comprehensive Permits.

During 2011, Messrs. Hederstedt and Ryer were appointed Regular Members and Mr. Burke was appointed as an Associate Member. The Board is currently short two Associate Members.

Respectfully submitted,

Geoffrey A Wiegman, *Chair*

SCHOOLS

Report of the **School Committee and Superintendent of Schools**

ORGANIZATION FOR THE YEAR 2011

SCHOOL COMMITTEE

Mr. Thomas Blute, Chair	Term Expires 2012
Ms. Sue Daggett, Vice Chair	Term Expires 2012
Mr. John O'Brien, Secretary	Term Expires 2012
Ms. Polly Hemstock	Term Expires 2012
Ms. Sharon Stout	Term Expires 2012

SUPERINTENDENT OF SCHOOLS

Carolyn M. Cragin, Ed. D.

ADMINISTRATORS

Clara Blanchard, Director of Curriculum, Instruction and Assessment
Joan Goggin, Director of Pupil Personnel/Special Education
Christine D. Suckow, Business Manager

PRINCIPALS

Kevin Turner, Harwich High School
Leonard Phelan, Harwich Middle School
Samuel Hein, Harwich Elementary School

SCHOOL NURSES

Jeanne Keefe, R.N.
Kathy Riley, R.N.
Cheryl Dufault, R.N.

SCHOOL PHYSICIAN

Sharon Daley, M.D.

2011-2012 SCHOOL COUNCIL MEMBERS

High School

Parents

Jackie DeGroff
Cathy Malone
Pat Blanchard
Diane Birch
Moira McDermott

Students

Alison Donovan

Staff

Kevin Turner
John Anderson
Liane Biron
Andrea Shedlock

Community Representative

Jennifer Legge
Mary Clarke
Pete Piekarski

Middle School

Parents

Pam Boyle
Nikki Fallon
Brenda Norcott
Mary Pandiscio
Erin Welchman

Staff

Len Phelan
Nancy Gifford
Ginny McGeoch

Elementary School

Parents

Kolleen Kipperman
Jodi Blute
Phil Inman

Staff

Samuel Hein
Erin Cronen
Myra Belliveau
Marc Smith
Marcy Dugas
Jan Smithers

SCHOOL CALENDAR 2011-2012

School Opened Wednesday, September 7, 2011

Year Planned: 180 Days

SCHOOL IS NOT IN SESSION

In-Service	Friday, October 7, 2011
Columbus Day	Monday, October 10, 2011
Veterans' Day	Friday, November 11, 2011
Thanksgiving Recess	Thursday & Friday, November 24 & 25, 2011
Holiday Recess	Monday, December 26, 2011-Monday, January 2, 2012
In-Service	Friday, January 13, 2012
Martin Luther King Day	Monday, January 16, 2012
Winter Recess	Monday, February 20-Friday, February 24, 2012
In-Service	$\frac{1}{2}$ day Friday, March 9, 2012
Good Friday	Friday, April 6, 2012
Spring Recess	Monday, April 16-Friday, April 20, 2012
Memorial Day	Monday, May 28, 2012

HARWICH PUBLIC SCHOOLS
ENROLLMENT BY GRADE AND BY GENDER
October 1, 2011

GRADE	MALES	FEMALES	TOTAL
Pre K	24	22	46
Kindergarten	62	56	118
Grade 1	56	58	114
Grade 2	52	48	100
Grade 3	47	58	105
Grade 4	63	43	106
Total	304	285	589
Grade 5	56	51	107
Grade 6	59	54	113
Grade 7	44	39	83
Grade 8	57	52	109
Total	216	196	412
Grade 9	40	33	73
Grade 10	33	34	67
Grade 11	41	55	96
Grade 12	41	36	77
Total	155	158	313
SP	1	1	2
Out of District	7	3	10
District Total	683	643	1326

Annual Report of the Harwich School Committee

This, like most others, has been an extraordinary year for the Harwich Public Schools. We began 2011 with great excitement and anticipation coming off the December regionalization vote with the Chatham School District. With the vote intact and a transitional school committee appointed, the role of the Harwich School Committee would face many changes. The budget process for FY12 was fairly smooth and being the final budget for the Harwich School District, we were able to make necessary improvements to the curriculum and to the elementary school. We experienced our first year as a district that provided foreign language kindergarten through twelfth grade, a longstanding wish for our committee. We began our laptop computer initiative for incoming freshmen and sophomores. We outfitted our entire elementary school with Eno boards and continue providing professional development for faculty to ensure optimal use of our technology. We also were able to make repairs to the heating/cooling system in the elementary building to improve energy efficiency. The new Harwich Observatory was dedicated and people began viewing the night sky. We have received many generous donations and now boast about having the most powerful scopes through the region. We are excited about the many options the children will experience with our observatory.

We were please to have retained Dr. Carolyn Cragin as superintendent of Harwich Public Schools for our final year. Dr. Cragin has served as the transitional superintendent for our new Monomoy Regional School District and continues to lead Harwich's schools forward, all the while accepting new duties and responsibilities to improve the education of our students. It is important to recognize Dr. Cragin's leadership during these days of transition. Her decisions have all been based on the needs of our children and we thank her for all of her efforts. In addition, our administrators and staff need to be acknowledged for their efforts and enthusiasm towards regionalization. They have acted with a level of professionalism that truly seeks the best educational opportunities for all students.

We concluded the calendar year with another monumental vote concerning the construction phase of regionalization. The Harwich and Chatham districts voted in favor of the first phase of construction planning with a final vote in the spring of 2012. This vote allowed for a building committee to form and begin the design and construction process of the new Monomoy Regional High School.

It is with great optimism that we look to the future of education here in Harwich. Since its inception in 1881, Harwich schools have produced thousands of graduates who have the teachers and townspeople to thank for

their early educations. It has been the mission of our schools to prepare the whole child for all of life's obstacles and opportunities all the while supporting strong morals and values to help form good citizens.

We have prided ourselves as a village that places major emphasis on education and have supported recommended improvements without fail. Once again the votes have looked toward the future and the best opportunities for our students and have moved towards regionalization with Chatham to form the new Monomoy Regional School District.

The decision to share our strengths and improve our educational offerings with the support of our votes will ensure our students are receiving a 21st century education. We would like to thank all those who have served on the Harwich School Committee over the years for their service and to the people who have supported our schools and remind us that "We are Harwich."

Thomas Blute
Chairman
Harwich School Committee

REPORT OF THE SUPERINTENDENT OF SCHOOLS

Harwich Public Schools Mission Statement

The mission of the Harwich Public Schools, in partnership with the community, is to foster an education environment where students come first. We will instill in all students the lifelong desire to achieve to their fullest personal potential while gaining the literacy and computational skills required to function as contributing citizens in the 21st century.

To accomplish this, the Harwich Public Schools will create a caring and supportive environment that nurtures the development of character, enthusiasm for learning and an appreciation for life.

Small community...big opportunities

In a small and caring community, the Harwich Public Schools strive to foster achievement for all students and to challenge students to explore opportunities that will expand their horizons and enrich their life experiences. Next year the Harwich schools will be part of a regional school district that aspires to the same goals. Following the historic December 6, 2010 Special Town Meeting vote approving regionalization with the Chatham Public Schools, the year 2011 has been one of tradition and transition for the Harwich Public Schools. We have celebrated the achievements of our school

community and expanded opportunities for Harwich students, and we have begun the work of establishing the new Monomoy Regional School District.

The goal of maintaining and improving opportunities and support for the children of Harwich continued as the central focus of the Harwich Public Schools in 2011. The Harwich School Community has worked together to improve student opportunities and achievement, manage available resources effectively and efficiently, and plan for the future to ensure continued growth and success. We have enhanced academic programs and expanded integration of instructional technology. Impressive achievements by students in classrooms, on playing fields and stages, and in community service once again promoted Harwich traditions of excellence and made us all proud. Despite a difficult economic environment, with the support of the community and the cooperation and commitment of the staff, we have maintained programs and opportunities for students.

The first steps in building the new regional school district involved many members of the staff and community during 2011. From naming the district and selecting a mascot to analyzing curriculum and building a regional budget, transitional projects prepared the regional structure to begin operation on July 1, 2012. Working with the Massachusetts School Building Authority to prepare for construction of the new Monomoy Regional High School has been a regional priority this year. The building will be located on the site of Harwich High School and will fulfill the 2009 recommendation of the Harwich High School Building Needs Committee to replace the current facility in order to provide Harwich students with appropriate resources for a 21st Century education. In November both Harwich and Chatham Special Town Meetings overwhelmingly supported the Monomoy Regional School Committee's decision to incur \$2m debt to fund the feasibility study phase of the Monomoy Regional High School building project. The anticipated September 2014 opening of the new high school will complete the regionalization process and realize the regionalization promise of expanded opportunities for students, sustainability, and savings.

Teaching and Learning

The standards established in the Massachusetts Curriculum Frameworks and assessed by MCAS serve as learning targets for the Commonwealth's schools and constitute the foundation for curriculum and instruction. By examining student achievement data, educators adjust instructional strategies to increase students' attainment of proficiency in the standards.

To improve literacy instruction throughout the district, a K-12 writing committee focused on both developing and applying writing skills and a grant-funded literacy team began development of a formal literacy plan. As part of a comprehensive writing program, the *Empowering Writers* program was

implemented for use in K-8 classrooms. To encourage student writing the elementary school held its first annual essay contest.

The new Harwich Observatory officially opened in November 2011. Through the efforts of Harwich Elementary School technology teacher Larry Brookhart and the extraordinary generosity of a growing list of donors, the Harwich Observatory was established on the HES campus. This exceptional facility offers curricular and co-curricular opportunities and provides both our students and the community an unparalleled view of the sky through the most powerful telescope on Cape Cod.

Each year an exceptional senior is selected for the Superintendent's Scholar Award. The criteria for selection include outstanding academic achievement, participation in extracurricular activities, and service. Accomplishments in academics, athletics and performing arts earned Colin Hamilton the 2011 Superintendent's Scholar Award. Currently ranked first in his class and the winner of a John and Abigail Adams Scholarship, Colin has demonstrated commitment and excellence as a student and athlete.

Finance

The economic climate challenged us to maintain the levels of educational opportunities the community values for its children. In a difficult economy, the collaborative effort between schools and town is essential, and the Harwich community's consistent support for the schools is appreciated. Although our progress in expanding programs has been delayed, we have maintained a strong level of services for students and have avoided the institution of fees for services. FY 2012 budget decisions were guided by school committee priorities. Reductions identified by the administrative team were strategic decisions intended to preserve programs and avoid staff layoffs.

School Choice

Since FY 05 the number of students from other communities who choose to attend the Harwich Public Schools through the School Choice program has more than doubled, from 62 to 152 students per year. The efforts of administrators and staff to communicate the strengths of the district and to improve our schools have resulted in significant gains in School Choice participation and \$847,880 in tuition income to the district in FY 12. These funds support a variety of instructional, remediation, and enrichment programs for our students.

Instructional Technology – High School Laptops and Elementary Eno Boards

Fall 2011 saw the achievement of two major instructional technology goals for the Harwich Schools: one-to-one laptops at Harwich High School and state-of-the-art internet access for classrooms at Harwich Elementary School.

Freshmen and sophomores at Harwich High School received netbook laptops for use in their daily educational experience through high school. The implementation of this program represents a dramatic step forward for student access to technology at Harwich High School, with Chatham High School one of only two Cape Cod high schools with one-to-one laptop programs. Next year the program will expand to all high school grades.

Every classroom at Harwich Elementary School is now equipped with an Eno Board, an interactive projection tool that provides access to websites, videos, and other computer presentations to enhance teaching and learning. The Eno Boards engage children in learning in new ways that connect them with the world and challenge them with 21st Century learning experiences.

Regionalization

A transition period of 18 months from the December 2010 regionalization approval date – during which the region is a “non-operating” school district – provided planning time for the new region to be ready to begin operating on July 1, 2012. Until then the current school departments will continue as the “operating” districts, and the schools will continue with the current administrative and school structures in both towns. Once the region is fully operational and a new regional high school is constructed, the structure of the new region will include preK-4 elementary schools in both towns, a 5-7 regional middle school in the current Chatham Middle High School, and a new 8-12 regional high school to be built on the site of the current Harwich High School. The chart below outlines the three stages that will establish the new region: Transition, Implementation/Building, and Full Regionalization.

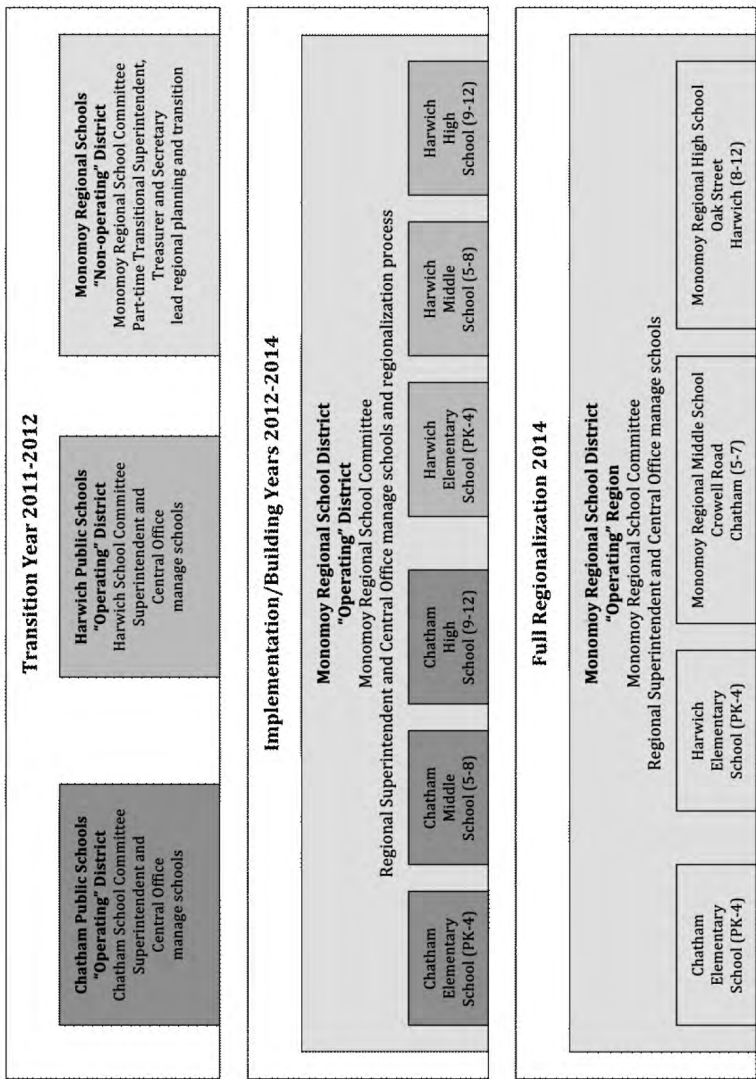
Students from Harwich and Chatham will come together for the first time as a region with the opening of the new regional high school. In anticipation of the creation of a new region, the Massachusetts School Building Authority voted on November 17, 2010, to approve a 700-student high school in their Model School Program for a Chatham Harwich district. On November 7, 2011, a Harwich Special Town Meeting followed Chatham in overwhelmingly supporting the Monomoy Regional School Committee’s decision to incur \$2million in debt to fund a feasibility study and design costs for the new Monomoy Regional High School. The study will begin in January 2012.

In accordance with the regional agreement, at the annual election in May 2011, Harwich members of the Monomoy Regional School Committee were elected to staggered terms based on percentage of the total vote.

Sharon Stout	Term expires 2014
Brian Widegren, Vice Chairperson	Term expires 2014
Ed Jaworski	Term expires 2013
Terry Russell	Term expires 2012

Although the 2011-2012 school year will be the last to be led by the Harwich School Committee, a Harwich Central Office and a Harwich Superintendent, until 2014 Harwich students will continue to attend the schools they do today, and the graduating classes of 2012 and 2013 will graduate from Harwich High School, one of two high schools in the Monomoy Region.

Monomoy Regional School District Implementation Stages 2011-2014



Staff

The end of the 2010-2011 school year concluded rewarding careers for five members of the Harwich school family who retired after a combined total of 85 years in the district. We offer our gratitude for their service to Harwich children and our best wishes for the future to:

William Altieri – Middle School Teacher
Deborah Barker – Middle School Cafeteria Worker
Jeanne Barker – Elementary School Teacher
Helen Hark – Middle School Cafeteria Worker
Anthony Teso – Director of Pupil Personnel Services

An impressive group of promising and committed teachers joined the faculty of the Harwich Public Schools in September 2011. To facilitate the transition to the region, four central office positions were shared by the Chatham Public Schools and the Harwich Public Schools during the 2011-2012 year:

Carla Blanchard – Director of Curriculum, Instruction and Assessment
Joan Goggin – Director of Student Services
Debora Morgan – Director of Technology
Christine Suckow – Business Manager

2011: An Ending and a Beginning

As we plan for the transfer to the Monomoy Regional School District on June 30, 2012, we honor the tradition and commitment that have enriched the Harwich Public Schools. Community support, staff dedication, parent connections and student success all contribute to Harwich Pride. The future successes of the new region will reflect the history of the Harwich Public Schools and the investment in education that characterizes the decisions of this small and caring community committed to big opportunities for its children.

Respectfully submitted,

Carolyn M. Cragin, Ed.D.

*Harwich Public Schools Superintendent
Monomoy Regional School District Transitional Superintendent*

Report of the Business Manager

I am pleased to present to the townspeople of Harwich the Annual Report of Operations of the School Business Office. The following is a summary of the pertinent events that occurred during the 2011 calendar year:

During this past year, the School Business Office, in conjunction with the Superintendent of Schools, continued to provide the School Committee and the building administrators a detailed monthly financial status of the school department budget. This information was provided at School Committee meetings and culminated with a year-end summary presented at the July School Committee meeting. At the close of the 2011 fiscal year, the school department ended the year with a budget surplus that was returned to the Town's general fund.

The Food Services staff under the direction of Nancy DeSiata made significant improvements in the preparation of healthy and distinctive meals. Our dedicated school cafeteria workers serve a variety of breakfast and lunch menu options. The students continue to actively participate in the meal selection. Nancy DeSiata and her staff have made an outstanding effort to ensure quality and satisfaction.

Technology improvements continue to be an important function of the school business office. A significant amount of computer hardware and software technology has been purchased and introduced into the classrooms. Laptops were distributed in September 2011 to all incoming freshman and sophomores. Wireless connectivity improvements have continued to extend internet access throughout the district. The technicians under the direction of Deb Morgan, The Director of Technology, have made outstanding efforts and they all should be recognized.

The maintenance and custodial staff were able to accomplish many necessary repairs. These repairs include: replacing lighting and ceiling tiles, painting and other general repairs and improvements. General repairs were also made at the NEED Collaborative. The efforts of maintenance and custodial staff are to be commended.

The business office staff continues to assist the superintendent in the financial oversight of the Harwich Community Learning Center (HCLC) program. This program provides much needed extended school day, enrichment services, and adult education options to the parents and students of Harwich. The Harwich Public Schools continues to file for Medicaid reimbursements for services delivered to our schools' Medicaid eligible population.

Thank you to the fine, hard working, and professional staff of the business office who perform essential functions on a daily basis. Their energy and dedication deserve recognition.

Respectfully Submitted

Christine Suckow
Business Manager

Harwich Elementary School

2011 was introduced with a renewed sense of purpose as the creation of our new Monomoy Regional School District formally began. By joining forces with our colleagues and neighbors in Chatham, we look forward to the extended educational and co-curricular opportunities our students will be offered. We recognized the importance of celebrating our personal identity as Harwich Elementary School, while embracing the challenge of preparing our students to become independent learners and collective members of a newly expanded school community. Our mission states “in partnership with the community” and in preparation for citizenship in a global society, an array of educational and technological opportunities were once again offered throughout 2011 to the children of Harwich. We are committed to building upon the educational foundations and progress of years past and continue to be driven by the vision of becoming “one of the most highly respected school districts in the state of Massachusetts”.

By the beginning of September 2011, our remaining classrooms were outfitted with environmentally certified interactive white boards or “Eno” boards. These whiteboards combine a traditional dry-erase and magnetic ceramic steel surface with interactive and wireless performance for teaching and learning. This investment in our infrastructure will allow teachers to readily share interactive lessons, units and internet resources developed with colleagues, students and parents alike. Students and teachers also now have daily access to this technology, which extends learning opportunities in every content area throughout the building. Ongoing professional development opportunities for staff, along with the goal of creating ‘mini’ computer labs for students in each classroom, will continue to enrich student learning and reinforce the skills learned. \$18,000 in grants allowed robotics hardware to be purchased in support of our STEM (science technology engineering and math) initiative. Utilizing the tools of 21st century teaching and learning is essential to providing our students with the skills for success in global education. We are very grateful for the continued community support in building the infrastructure and internal capacity needed to meet these goals.

The Harwich Observatory was officially opened this past fall. This has already provided many opportunities for students, parents, faculty and the community at large to learn and explore the universe. A special note of recognition and gratitude is in order for the efforts of Mr. Brookhart, technology specialist at the elementary school, who has coordinated the evolution of this resource. The donations of personal telescopes from Dr. Baker, Mr. Napierkowski and Mr. Teso initiated the momentum for continued support from our numerous donors to make the observatory a reality.

Keeping the No Child Left Behind (NCLB) mandate in mind, we celebrated the results in student achievement reflected in our 2011Spring MCAS (Massachusetts Comprehensive Assessment System) scores. Both in English language arts and mathematics, our students exceeded Adequate Yearly Progress (AYP) targeted gains. While celebrating these results, we remain committed to maintaining our efforts and achieving academic excellence in all content areas. Grade level expectations in ELA and Math were developed, the Empowering Writers program was implemented in all grades and our master schedule was adjusted to provide time for systemic and targeted interventions or enrichment opportunities for identified students. These changes will continue to support improving student achievement and, with ongoing data analysis, inform our instructional strategies.

Curriculum development in Harwich continued to evolve while collaboration with our counterparts in Chatham became interwoven into a regional district's professional development plan. One example of such collaboration was an expanded partnership with the Audubon Society to provide classroom and field experiences to all students Pre-K through fourth grade. These lessons will not only enrich student learning but will ensure that elementary students in both Harwich and Chatham receive equivalent educational opportunities in preparation for their shared fifth grade experience. The Massachusetts Curriculum Frameworks along with the Common Core continues to guide the alignment of our regional district's scope and sequence in all content areas. This eventually will evolve into uniform and clear expectations with measurable goals that inform instructional practices for all our students.

The 2010-2011 academic year closed with students' artistic talents on display at our annual Spring Arts Festival. As a culmination of numerous transitional opportunities with the middle school, our exiting fourth grade students successfully participated in Step-Up Day. A final assembly for our fourth grade students with their parents/guardians offered us the opportunity to reflect on all the students' achievements and recognize their individual and collective efforts. On the last day of school, and with the help of our departing fourth grade student leaders, all students in grades kindergarten through third were given an opportunity to meet their next year's teachers and classmates. This annual event provides an opportunity to begin making those important connections for the upcoming year.

The Brooks Medal is a tradition in Harwich which was established in 1887 in the will of the late Henry C. Brooks. The award is presented to "the pupil in each school who is most proficient in composition and letter-writing and most excellent of behavior." The 2010 Brooks Medal was awarded to fourth grader, Cecelia Kane.

Upon her retirement, we extended our deepest gratitude to Jeanne Barker, for her many years of service and dedication to the children and Harwich community. Though her years of service can never be replaced, the strong foundation already laid has allowed us the opportunity to continue to grow with new staff. We wished continued success to 2nd grade teacher, Jennifer Dowson and technology specialist, Terry Van Essendelft. Their resignation provided our school community the opportunity to welcome Noelle Kern and Dan Keefe in assuming their respective roles.

We are thankful for the ongoing support of our PTA Presidents, Meaghan Smith and Alissa Dunford, for their tireless efforts to improve the educational experience for our students. We welcome the support of Tracey Gibson as treasurer and Joy Jordan as secretary. The ongoing support of our PTA throughout the year is a vital component of our educational program. Their annual funding of field trips, the Coastal Explorer and school cultural/inspirational programs continue to enrich our student's educational experience.

In recognizing that the Harwich Elementary School building will not be physically affected by regionalization, the summer provided an opportunity to invest and upgrade building systems. The exterior doors of the gym lobby and playground entrances were modified with magnetic swipe readers to expand our building access/security systems. The heating and ventilation units were repaired, replaced or modified to effectively communicate and operate efficiently with the upgraded TRANE operating software system. Coupled with the installation of solar panels, we have already begun to realize savings from these improvements and anticipate greater returns over the years to come. The maintenance and custodial staff should once again be praised for their hard work and dedication in preparing our building for the beginning of a new school year.

The level of faculty participation in professional development opportunities over the summer was at an all-time high. Faculty engaged in graduate work, curriculum development, integrating technology into classrooms and weeklong trainings that focused on improving reading and mathematics instruction through research based practices.

The summer closed with incoming fourth grade student leaders providing tours for new students and their families during our New Student Orientation day. New kindergarteners and parents were invited to our annual meet and greet 'play date' at our playground before their school year started in September. This proved once again, to offer an opportunity for classmates and parents to make new connections before the school year began.

In September 2010 we started our school year with 618 students, Pre-K through fourth grade. This reflects an increase of 16 students and includes 68 School Choice students at Harwich Elementary.

We are grateful to School Council outgoing parent representative, Nikki Fallon and Angie Doel for their dedication and service towards improving the educational experience of our students over the past few years. We welcome new parent representative, Jodi Blute, and thank long standing teacher representative, Myra Belliveau, for her continued tenure as teacher representative.

Student art work was once again was featured at the Cape Cod Museum of Art in December. This exhibit displayed K-12 students' art work from all Cape & Island school districts. Under the guidance of music teacher, Tim Ressler, our third grader performed a Winter Concert for family and friends, while the third and fourth grade select chorus visited neighboring retirement/assisted living communities delivering good cheer and holiday wishes by singing to its residents. Annually, our students choose agencies to support such as the Harwich Food Pantry and St. Jude's Children's Hospital. Donations collected by students and the school community benefited a number of these charitable organizations and continue to demonstrate the caring nature of our school community. Once again, through the generosity of faculty and staff, our Angels and Elves were able to make the holidays a little brighter for many children by providing food baskets or gift cards to families experiencing difficult times and toys or clothing to their children.

Lastly, we closed this calendar year with students submitting their essays for our second annual HES essay contest. This year's theme "What Makes a Hero?" was kicked-off by the inspirational artist Rob Surette and his "Amazing Hero Art" program which was sponsored by our PTA and the Lois Eaton Fund. The success from our first schoolwide essay contest last spring generated increased attention in student writing while providing us an opportunity to measure growth in student writing. We will continue to share the students' writing for all to enjoy and appreciate.

I submit this annual report with thanks to the entire community, faculty, administrative team and most importantly, the students. Your hard work and support throughout the 2011 year will continue to move us forward as we strive to become the best school system in the Commonwealth.

Sincerely,

Samuel F. Hein

Principal, Harwich Elementary School

Harwich Middle School

The year 2011 at Harwich Middle School has been filled with positive change. Many refinements have been made to ensure that the school is providing its young citizens with relevant and beneficial curricular and co-curricular offerings that contribute to the academic and social fitness of our students. The faculty, staff and administration of Harwich Middle School are wholly committed to their mission of “bridging the years between childhood and adolescence in a safe environment that promotes lifelong learning, academic excellence and a concern, tolerance and respect for all.”

Much action has taken place and continues to occur to ensure that Harwich Middle School provides its students with educational experiences that foster our students’ development of the essential 21st Century skills of critical thinking, problem solving, communication, collaboration, creativity and innovation. To this end Harwich Middle School has instituted exciting new programs and made structural adjustments. The master schedule has shifted to a six day rotation to maximize use of instructional time and to bring the middle school schedule into line with those of our district’s elementary and high schools. The former industrial arts shop has been modernized into a technology and engineering lab to better address the state curriculum frameworks and to more effectively nurture the 21st Century skill set. In an effort to personalize learning and help students take ownership of their education, Harwich Middle School has instituted the FOCUS Program through which students will work with their teachers to create their own academic success plans that address areas in which they need to improve, as well as areas of personal interest.

Significantly we have also instituted a new reading program for students in grades seven and eight as well as the study of world languages at all four of our grade levels. In this implementation year, HMS students are exploring three languages, French, Spanish and Latin. This will lead to students choosing a language for further study for the remainder of their time in middle school, and throughout their high school careers.

One more very exciting development at Harwich Middle School is our newly-implemented schoolwide recycling program. Through this program we will prevent much of the trash we generate from being deposited in landfills or being incinerated while we teach our students about sustainable, green practices and responsible stewardship of the environment. In addition to cutting the cost of our trash hauling, we have reduced the amount of trash going to the landfill by 40% and have set the goal of reducing our trash output by 60% through this initiative.

The middle school also welcomed some new faculty members this year. We have added seventh grade Geography teacher Mr. Brian Monroe, Spanish teacher Miss Jennifer Walter, as well as Mrs. Catherine Kane fifth grade teacher, Mrs. Leslie Chizek speech pathologist, Mr. Michael Newby Technology and Engineering teacher and teacher assistant Miss Jackie DeCharles to provide pertinent and fulfilling educational experiences for all of our middle school students.

The faculty and staff at Harwich Middle School work hard each and every day to ensure that the students of Harwich receive a modern, high-quality educational experience that serves them well in the present and will continue to reap dividends for them for the rest of their lives.

Respectfully Submitted,

Leonard H. Phelan, *HMS Principal*

Harwich High School

It has been another successful year at Harwich High School. As individuals, our students excelled in the classroom, on the playing field, and in the theater. Our students earned distinction in two statewide engineering competitions: rocket trajectory and underwater robotics; honored thirteen students as Boston Gold Scholastic Art award recipients, and sent athletic teams to the MIAA Tournament in every sports season. These are just a few of the exceptional accomplishments of Harwich High School students during 2011. 2011 also brought technology directly to the hand of all sophomores and freshman, as all members of each class received lap tops to enhance their learning and overall educational experience. Our Community Service Learning requirement extends student learning outside the walls of Harwich High School and back into the community. These opportunities not only enrich the educational experience for all students but exposes community members to creative and inquisitive minds of our students. While we eagerly await the new and exciting opportunities that Monomoy will bring, students at Harwich High School still remain among the best in the state in all areas.

The Harwich High School Council has set forth an extensive School Improvement Plan for the 2011-2012 school year including such goals as; increasing rigor in all classes through formative assessment, offering PSAT during the school day to all junior and sophomore students, implementing a creative 8-12 guidance program working with students and parents on college and work readiness.

January, 2011

The 7th Annual Alumni Concert kicked off 2011 as 37 former Harwich High School students returned to play alongside our current students the second Friday in January.

February, 2011

Congratulations to the Girls Basketball team for qualifying for post-season play and for the following South Shore League All Stars; Liz Thompson and Jen Gonsalves (Girls Basketball), Dan Donovan (Boys Basketball), Amy Hemeon (Winter Cheerleading) and Max Lucarelli (Ice Hockey).

March, 2011

The HHS Government classes continued their tradition of political activism by hosting another Civil Liberties Panel on March 10 featuring Superior Court Judge Robert Rufo, Assistant District Attorney Matthew Kelley (HHS '98), Attorney Robert Hofmann, and police officer Jeffrey Davis. This fall we conducted our annual Political Attitudes Survey, which the students then used to analyze the influences on people's politics. The results can be found on our website - <http://www.harwich.edu/depts/history/dickson/gov.html>. 2012 figures to be another busy year of exit polling and hosting debates.

April, 2011

The Fine & Performing Arts Department staged the musical Urinetown in the spring of 2011 and the cast got to skype one night at rehearsal with the Nauset graduate who wrote the book. The theater program has created a community service component to the shows and the Harwich Family Pantry has been the beneficiary of a can drive and donations from the show proceeds.

The Class of 2012 held their Junior Prom on April 8, 2011 at the Wequassett Inn in Chatham. There was a traditional Grand March where Principal Kevin Turner introduced each couple as they proceeded down a stairway to the Wequassett beach front preceding a formal dinner.

Seventeen students were inducted into the National Honor Society at a ceremony held on April 1, 2011 in the high school library. The students were: Samuel Anderson, Luz Arregoces, Meaghan Callahan, Kayla Cataloni, Christina Catanzaro, Michael DeMayo, Amanda De Oliveira, Una Doherty, Amber Edwards, Kelsey Goggin, Jennifer Gonsalves, Colin Hamilton, Tyler Kane, Michelle Letendre, John O'Connor, Elizabeth Thompson, and Meghan Van Hoose.

The winners of the Law Day Essay Contest were John O'Connor (First Place) and Emily Brouillette (Second Place) were awarded certificates and cash prizes at Orleans District Court on April 29, 2011. The first place winner read his essay. The winners and their families were invited to attend and to meet Judge Merrick and our State Representatives.

May, 2011

The following students from the junior class won awards at the Harwich High School College and Departmental Junior Book Awards ceremony on Tuesday, May 10, 2011:

Colleges:

Amherst College	Meghan Van Hoose
Brown University	Michael DeMayo
Columbia University	Meagan Callahan
Dartmouth College	Colin Hamilton
Elms College	Emily Barbato
Harvard University	Elizabeth Thompson
College of the Holy Cross	Jennifer Gonsalves
Mount Holyoke College	Amanda De Oliveira
College of Mount Saint Vincent	John O'Connor
Saint Michael's College	Heidi Evans & Gardy (Kevin) Ligonde
University of Notre Dame	Tyler Kane

Smith College
 Wellesley College
 Wheaton College

Shannon Grossman
 Amber Edwards
 Samuel Anderson

Departmental:

Art - Art

Tiffany Harris

English Department

Colin Hamilton

Foreign Language Department – French

Payton Warner

Latin

Colin Hamilton

Spanish

Kayla Cataloni

Industrial Arts Department

Matthew Witzgall

Business/Information Technology - Accounting

Haley LeBlanc

Engineering

Collin Bauer

Industrial Arts

Emmanuel Joseph

Math Department

Colin Hamilton

Mock Trial Team

Meaghan Callahan & Samuel Anderson

Music – Instrumental

Brook Paulsen

Vocal

Collin Bauer

Peer Leadership

Kayla Cataloni

Photography

Abigail Hanus

Science Department

Elizabeth Thompson

Social Studies Department

Elizabeth Thompson

Harwich Civic Assoc. Essay Contest

Christina Catanzaro

Theater/Drama

Luz Arregoces

The Senior Arts Night took place on was held in Harwich Port at the William Lutz Gallery and the Pilgrim Congregational Church. All students who have taken any arts class in their high school are able to participate in this event. Bill Lutz kindly displayed the student work in the gallery for over a week.

Congratulations to both girls softball and boys tennis for qualifying for the MIAA tournament with the softball team making it to the Division 4 quarter-finals. In addition, in track and field, state qualifiers include Jen Gonsalves and Rebecca Segal for the girls and Tyler DeSimone and Nick Sweetser for the boys.

South Shore League All-Stars for the spring season included: Jake Malone (baseball), Shelby Eldredge, Shelby Chipman and Payton Warner (softball), Nick Robbie (boys tennis), Tyler DeSimone (boys track) and Jen Gonsalves, Rebecca Segal and Shannon Grossman (girls track). In addition, the girls track team tied for first in the South Shore League for the Sportsmanship Award.

June, 2011

Harwich High School **STAND** had another successful year in which we raised thousands of dollars for genocide relief efforts in Darfur, South Sudan, and elsewhere. The establishment of an independent South Sudan in July was a significant accomplishment for the cause of human rights and one we had supported. We hosted our annual HHS Talent Show June 1, and on June 14, Kelly Murphy, Amanda De Oliveira, Elizabeth Ray, and Hannah Baker testified at the State House before the Joint Committee on Education in favor of HR 1064 An Act to Require Genocide Education.

The 2011 Senior Awards ceremony took place in the high school gymnasium with a dressy ceremony on Friday, June 9 followed by, the Senior Class Trip on June 10th aboard *The Spirit of Boston* cruise ship for an evening of dining and dancing.

Graduation took place on Sunday, June 12 with guest speaker Daniel McCullough, professor, author, columnist and playwright. Many student scholarships were announced. Senior, Yiorgos Christakis received the Brooks Medal. Staff members: Larry Brookhart from the elementary school, Kelly Ozolins from the middle school and Patricia Rose from the high school were given a Reflection Award plaque.

July, 2011

In July of 2011, fourteen students from Harwich High School earned AP Scholar Awards in recognition of their exceptional achievement on AP exams. The College Board's Advanced Placement Program provides motivated and academically prepared students with the opportunity to take rigorous college-level courses while still in high school. Students qualified for the AP Scholar Award by completing three or more AP Exams with a score of three or higher (scored 1-5). Our 2011 AP Scholars are Yiorogs Christakis, Emily Mitchell, Ciarra Nickerson, and Kirby Smith.

September, 2011

The new school year brought four new staff members to Harwich High School. Ms. Samantha Rafferty (Social Studies teacher) comes to us from Turners Falls High School in the western part of the state. She graduated Cum Laude from the University of Massachusetts at Amherst with a Bachelor of Arts in History and Legal Studies. She received her Masters of Education from UMass Amherst, graduating with a 4.0 GPA. Nancy von der Heyde: Graduated from Arcadia University in Glenside, PA with a BA in French and a minor in English literature. As an undergraduate she earned a Certificat de Littérature at the Université d'Aix-Marseille, Aix-en-Provence, France where she spent her Junior Year Abroad. She holds a MA in French from L'Université Catholique de l'Ouest, Angers, France. Ms.von der Heyde's passions are

French art, cuisine and literature. Mr. Adam Rose (special education teacher assistant) and graduate of Harwich High School in 2002, earned his associates degree in Physical Education at Dean College and his BA in Education at Bridgewater State College. He worked for the Cape Cod Collaborative, Town of Harwich summer program as an autism special assistant, paraprofessional and a basketball coach at Dennis Yarmouth Regional High School.

Ms. Paige Booth (special education teacher assistant) also graduated from Harwich High School in 2005 earned her Bachelor of Science in Sociology with a concentration in special education from Wheelock College in Boston. She worked in the Harwich Schools as a special education teacher over the summer and a long-term substitute teacher at the Harwich Middle School.

October, 2011

In October of 2011, the following seniors received the John and Abigail Adams Scholarship Award for outstanding MCAS scores. The Adams Scholarship offers four years of free tuition to full-time students attending any University of Massachusetts campus, or any participating state or community college. The 18 students who are being awarded the scholarship are Samuel Anderson, Luz Arregoces, Collin Bauer, Meaghan Callahan, Michael DeMayo, Amanda De Oliveira, Robert DiLorenzo, Amber Edwards, Lindsay Fader, William Fleming, Hannah Franz, Jennifer Gonsalves, Shannon Grossman, Tyler Hadfield, Colin Hamilton, Tyler Kane, John O'Connor, Brooke Paulsen, Elizabeth Ray, Elizabeth Thompson, Jackson Van Dyke, Meghan Van Hoose,

Senior Colin Hamilton was named a Commended Student in the 2012 National Merit Scholarship Program.

On October 12th 2011 all juniors and sophomores participated in the PSAT examination. This is the second year that HHS has held the test on campus for our students as part of the HHS School Improvement Plan.

In October, the Class of 2013 raised money for their class by a repeat performance of the well-known Harlem Wizards basketball team.

On October 21st, Peer Leaders and Best Buddies hosted the 4th Annual Harwich High School Special Olympics School Day Games. Over 90 Special Olympics athletes participated from eight districts across the Cape and Islands.

November 2011

Over 130 students and 20 staff member's participated in the 9th Annual Leadership Lock In on Friday November 4, 2011. This year's theme "Be a Superhero" had a focus on Paying it Forward and was organized by the Peer Leadership classes under the direction of Ms. Chilaka.

On November 10, 2011, Jennifer Gonsalves, senior at Harwich High School, signed a National Letter of Intent to play basketball for the River Hawks of the University of Massachusetts at Lowell beginning in the fall of 2012. Jen has scored a total of 1303 points in her career to date and is expected to break the record of 1594 total points for Harwich High School.

The fall drama production of "*A Connecticut Yankee in King Arthur's Court*" was performed on November 17, 18 and 19.

Also on November 18th teachers Adam Rose and Samantha Rafferty accompanied students Bretton Johnson, Thomas Birch, Shelby Eldredge and Allison Smith to the 2011 MIAA Sportsmanship Summit at Gillette Stadium.

Pay It Forward was the theme of an all school assembly presented on the day before Thanksgiving. This is a school wide effort on behalf of each class to raise awareness for those less fortunate in our community. Both the fire chief and school committee chair welcomed students and thanked them for their efforts on behalf of the larger Harwich community.

Congratulations to the girls field hockey and the boys soccer teams for qualifying for the MIAA Tournament with the field hockey team making it to the Division 2 South semi-finals. In addition, John O'Connor qualified for the State Individual Division 3 golf tournament.

South Shore League All-Stars for the fall season included: Shannon Grossman (girls cross country), Jack McMurrer and Ryan Richer (boys cross country), Liz Thompson and Jen Gonsalves (girls soccer), Tyler Meehan and Mike Mahar (boys soccer), Kayla Cataloni (fall cheerleading), Abby Hanus, Payton Warner, Meghan Richer, Courtney Anacleto and Kelley Murphy (field hockey).

The Music Department is proud of the following students for their successful auditions for the All-Cape and Islands Music Festival. They are:

Sopranos - Juliette Locke, Cheyenne Gingras, Anastacia Athas

Altos - Luz Arregoces

Tenors - Seth Andreasson, Cody Fontaine, Scott Benson, Josh Ford,
Dominic Locantore

Basses - Collin Bauer, Tyler Hadfield, Colin Hamilton, Donald Cataloni,
Ethan Thacher, Sam Anderson, Billy Fleming

In the Women's Choir:

Sopranos - Amanda DeOliveira, Hannah Gorman, April Crowley,
Lily McMurrer

Altos - Brooke Paulsen, Marissa Donovan, Jessica Blute

In the Concert Band:

Clarinet - Heather Gallant seated 2nd clarinet 1st chair, Annie Flynn seated 2nd clarinet 4th chair, Morgan Anderson seated 3rd clarinet 4th chair

Alto Saxophone - Samuel Hammond seated 2nd alto saxophone 5th chair

We also had students audition for the highly competitive Southeastern Massachusetts District Music Festival

Tenor-Dominic Locantore, Bass-Collin Bauer

Dominic also auditioned successfully for the American Choral Directors Association Eastern Division Honors Choir and will be singing in the Latino Repertoire Honors Choir in Providence, Rhode Island in mid-February

During the months of November & December, students and staff participated in a **Pay It Forward** program (a human chain letter of kindness and good will). As part of this endeavor, we incorporated a can drive, clothing drive and adopt a needy Christmas child into our "Pay It Forward Event".

December, 2011

Sophomore Kyler Donlan was the first place winner for *Truce of Christmas* in the annual *Cape Cod Chronicle* Christmas Story Contest. Troy Sherman, another tenth-grader, placed third for his story, *Miracle of Christmas*.

In December, Senior Sam Anderson was elected as the Student Government Day representative from Harwich High School. Each April students from all over the Commonwealth will go to the State House to "run" the government for the day. They will occupy the constitutional offices and "pass" bills to address issues facing our state. As runner-up in the school election, senior Luz Arregoces will also attend as an alternate.

On Friday, December 16th, the HHS Gay Straight Alliance, help it's first ever coffee house raising \$200 for homeless teens on Cape Cod.

The annual Renaissance Breakfast honoring students achieving honors and high honors for the 1st marking period of the 2011-2012 school was held on December 23. Parents of students being honored are invited as well as a special recognition from the Harwich Chamber of Commerce Board of Directors. That afternoon, the Winter Pep Rally was held in the high school gymnasium kicking off the holiday recess

**HARWICH HIGH SCHOOL
MISSION STATEMENT**

Harwich High School shares a commitment with the community to create a safe and supportive learning environment where all students may develop to their fullest academic, social and personal potential.

**“Committed to Success”
As Harwich High School students we are:**

Academic

- Active learners
- Effective communicators
- Critical researchers
- Creative thinkers
- Problem solvers
- Skilled collaborators

Social

- Respectful of self and others and responsible for making healthy choices

Civic

- Appreciative of the uniqueness of Cape Cod and contributors to the welfare of the community

HARWICH HIGH SCHOOL

Graduation 2011

Laura Elizabeth Adams** *	James Walter Fogg	Ciarra Louise Nickerson*
Joseph Bryant Adle	Kevin James Gardner	Emily Nichole Oliver
Jason David Allen	Kelsey Marie Goggin*	Tobey Allen Oliver
Garrett Steven Almeida**	Joel Santiago Gomez	Sweetie Panchal
Aimee Lynne Bessette	Mariah Jane Hammond	Michelle Jasmine Parent
Graham Neil Bird	Cassandra Rose Hannon	Leah Ashley Quimby
Tyne Alexandra Booth	Margaret Leigh Harris	Thomas Andrew Rowland
Zachary Tyler Bryda	Aubrey Ella Hart	Donald Vaughn Sanzo
Matthew Steven Charves	Amy Crowell Hemeon*	Georgia Violet Schultz
Jill Margaret Chenevert*	Tyler Matthew Holmes	Rebecca Jennie Anne
Shelby Ellen Chipman	Clifane Joseph	Victoria Elizabeth Sepavich
Yiorgos Perikles Christakis	Mackenzie Leigh Kiefer	Shawn Edward Sessler
Ariel Maria Colby	Brianna Noelle Kluza	Joshua Dean Smith
Kelly Jeanne Cormier*	Daniel James Leahy	Kirby James Smith
Krista Leigh Davis	Michelle Rose Letendre*	Laura Christine Smith
Tyler James DeSimone	Timothy John Mahan	Molly Kathleen Spalt
Camille Valentina Dings**	Michael Gerald Malone	Erin Elizabeth Strong
Daniel Joseph Donovan	Yana Marie McCormack	Sadie-Lynn Tansey*
Joel Lunick Dorce	Jessica Lee McDonough	Molly Moran Janet Taylor
Megan Louise Drew	Brianna Mary McLaughlin	Ryan Patrick Toleno
Jonathon Joseph Dube	Patrick Michael McNeil	Rachel Marie Trieble
Samantha Marie Eastman**	Ashley Elizabeth Mendes	Thomas Ulsch
Jeremiah Crosby Eldredge	Ian Tomas Milligan	Benjamin Michael Vohs
Dylan James England	Emily Jean Mitchell*	Eric Peter Walther
Breanna Nichole Firth	Tyler Joseph Morrison	Brian Andrew Witzgall
Alyssa Rose Flynn	Sabrina Marion Mowatt	Matthew Conrad Witzgall*
	Benjamin Michael Murphy	
	Jillian Rose Newell*	
	Ethan James Nicholson	

*Member of National Honor Society

**Class Officer

Class Motto: "Keep it classy!"

CLASS ADVISORS:

Ms. Joanne Campbell & Ms. Lisa Kiefer

BROOKS MEDAL RECIPIENT 2011

Yiorgos Christakis Grade 12

JOHNSON-ULM MEMORIAL SCHOLARSHIPS GRANTED FOR THE SCHOOL YEAR 2010-2011

(90+ Average over their high school career)

Ciarra Nickerson
Emily Mitchell
Yiorgos Christakis

College of William & Mary
Providence College
Boston University

The James R. McPhee Memorial presented \$15,000 in scholarship funds to the class of 2011.

In total \$97,150 (and one laptop) in scholarship funds were presented to Harwich High School students at graduation in 2011.

HARWICH HIGH SCHOOL

Placement: HARWICH HIGH SCHOOL CLASS OF 2011

Number of Graduates	81
Percent attending College	91%
SAT Scores: Verbal	542
Math	566

2011 MCAS

	Harwich	State
ELA – Advanced & Proficient	95%	84%
Math – Advanced & Proficient	86%	77%
Science – Advanced & Proficient	91%	67%

College Acceptances

Approximately 200 college applications were processed this year resulting in the following attendances for the Class of 2011 which numbered 33 different colleges and universities and 1 US Army.

Anna Maria College (2)	Moravian College (2)
Assumption College (1)	North Carolina State University (1)
Boston University (1)	Providence College (1)
Bridgewater State College (2)	Stonehill College (1)
Catholic University (1)	Suffolk University (1)
Cape Cod Community College (25)	Quinsigamond Community College (1)
Colorado Mountain College (1)	University of Massachusetts Amherst (2)
Curry College (2)	University of Rhode Island (1)
Endicott College (1)	University of Vermont (1)
Fitchburg State (3)	Western State College of Colorado (1)
Framingham State College (5)	Westfield State College (4)
Hobart College (1)	William & Mary (1)
Hofstra University (1)	Worcester State College (1)
MCLA (1)	Yale University
Merrimack College (1)	

Pupil Personnel Services

The Harwich Public Schools provides a wide variety of services to its students. The purpose of doing so is to ensure that the children of our community are allowed to grow and develop in a healthy, safe and caring environment. Guidance and counseling services help students meet challenges every day. Psychological services ensure that student strengths and areas of improvement are identified and addressed. Special Education services help students develop independence and confidence in their ability to learn and succeed. Title I services are targeted to elementary school students experiencing difficulties in literacy and/or numeracy. Health services oversee many proactive and preventive programs that educate all of the members of the Harwich learning community. English language educational services allow our new students arriving from many different cultures and languages to partake fully of the learning environment. Harwich Public Schools is dedicated to providing a safety net for the most precious natural resource in our community, our children.

Guidance Services

The high school guidance staff consists of two guidance counselors. The staff transitions and supports students in the high school. This includes college, vocational, armed services, and personal counseling and support for students and families. The guidance personnel also deal with any crisis that may arise in a student's adjustment to the high school environment.

There is an adjustment counselor on staff at Harwich Middle School providing support to students and families and representing the district in court related activities.

Psychological Services

Each school in the district has one school psychologist working with students and families around adjustment issues. They engage in counseling activities for students and professional development for staff.

Special Education

The federal special education law, Individuals with Disabilities Education Act (IDEA), was re-authorized in 2004. Eligible students with disabilities requiring specialized instruction and/or related services are protected under this law. A Free and Appropriate Public Education (FAPE) in the Least Restrictive Environment (LRE) is the guiding principle of IDEA-2004.

Inclusion

The Harwich School District is dedicated to the proposition that all students can learn and that learning best takes place in company with fellow students. Diversity of learning styles and differing talents and capabilities are celebrated. We continue to create inclusive environments where all students are welcome.

Title I Services

The federal elementary and secondary education act provides for targeted assistance in the areas of reading and mathematics in schools where 25% or more, of the student population is receiving free or reduced lunch assistance. These monies currently fund two teachers and two assistants at the elementary school.

Special Education Academic Services

In the spirit of FAPE and LRE, it is presumed that all efforts to support a struggling student in a general educational program will be exhausted prior to providing specialized academic services through an Individualized Educational Program (IEP). The District Curriculum Accommodation Plan (DCAP) and Teacher Assistance Teams should be utilized prior to an IDEA-2004 referral. Specialized academic supportive services range from inclusion, support for IEP goals within a general educational setting to small group specialized instruction for specific areas of student need delineated in the IEP.

Vocational Community Program

The Vocational Community Program, a Harwich High School program, supports the needs of students with intellectual impairments. Students receive academic and prevocational support specific to their needs.

Developmental Growth Program

The DGP supports and assists students in our elementary school who have multiple disabilities. This small but intense program assists students in their move towards independence and self actualization. Students are in a supportive and highly structured environment where basal academic and social/emotional skills are taught. The ultimate aim is to have students move towards more inclusionary settings.

Speech and Language Services

The Harwich Public Schools have two speech and language therapists serving the elementary school and a .8 speech and language therapist providing service to the middle and high schools. Eligible students with language delays, learning problems, hearing impairments; voice or fluency deficits, and/or severe articulation problems who are unable to access the curriculum due to their disability are provided with speech language services.

Occupational Therapy

Occupational therapy services, which enable eligible students to access the curriculum, are contracted through the Cape Cod Collaborative. Services consist of teaching functional arm/hand skills, sensory processing skills, sensory integration, self-care abilities, organizational / sequence training and compensatory skills.

Physical Therapy

Physical therapy is provided to eligible students whose physical ability to access the curriculum is significantly hindered by gross motor developmental delays, orthopedic and/or neurological pathologies. Services are designed to assist in developing the student's capacity for all education-related activities. Physical therapy services are contracted through the Cape Cod Collaborative.

Integrated Pre-School Services

The Harwich Elementary School Integrated Preschool Program addresses the special needs of eligible 3 and 4-year old children along with typical peers. All students are integrated into the preschool program through a lottery system. The preschool teachers work closely with families and community early childhood programs.

Special Education Parent Advisory Council

The SPED PAC meets five times during the school year and is led by parents of students with disabilities. All members of the community are invited to attend. The purpose of the SPED PAC is to advise the district about special education policy and procedures and to educate members and guests around current special education issues.

Health Services

Each school is served by a nurse. A health aide assists across the schools. Health service responsibilities include: administering first aid; dispensing of medication; monitoring students with chronic conditions; screening for vision, hearing and postural deficits; registration-medical records; fluoride treatments, assisting the school physicians; health education; counseling; and serving as team members for special education evaluations.

English Language Learners

English Language Learner (ELL) programs support students as they acquire English language skills. Eligible students receive services that are provided by a full time teacher. English Language Immersion is the primary program offered to ELL students. Harwich is a low incidence ELL district.

Respectfully submitted,

Joan Goggin, C.A.G.S.

Pupil Personnel Services/Special Education Director

Curriculum, Instruction and Assessment

The 2010-2011 school year in the Harwich Public Schools focused on 21st century teaching and learning to prepare our students for college and career. The 21st century skills of communication, collaboration, creativity and critical thinking are embedded in our curricula and instructional practices. In addition, we continue to strengthen student literacy and numeracy by infusing writing and mathematical conceptual thinking across disciplines.

Curriculum and Instruction

The foundation of our efforts to focus on 21st Century skills begins with aligning our curriculum to the new Massachusetts Curriculum Frameworks for English Language Arts and mathematics that incorporate the new Common Core Standards. Teachers in the elementary school, under the direction of the supervisor of elementary curriculum and instruction, have aligned the K-4 curriculum to the new Common Core Standards in English Language Arts and mathematics. Our staff in the middle and high schools will complete the process of alignment by the conclusion of the 2011-2012 school year. These new standards link key literacy benchmarks in the areas of history/social studies, science, and technical subjects that support student learning and build skills for college and career readiness.

In addition to aligning our curriculum to the new standards, the frameworks for 21st century skills include increasing teaching and learning opportunities in the areas of information, media, and technology skills, life and career skills, and global studies. The Harwich Public Schools has made a commitment to expand our curriculum and instruction to address these demands.

This year we were able to complete our K-12 foreign language learning by offering French, Latin, and Spanish to students in grades 5-7. All students in the Harwich Public Schools have the opportunity to study a foreign language and to explore world cultures at every grade level. In addition, we continue to expand our course offerings in the areas of science, technology, and engineering by offering an applied technology course to all of our middle school students, astronomy units for use in our new observatory, and studies in marine science. And we have introduced a career-development curriculum in the eighth grade that assists students in planning their course of study through high school and beyond.

Our goals for 21st century teaching and learning are supported through continuous professional development. One of the most significant additions to our instructional practice is manifested in the one-to-one laptop initiative. This fall, all freshmen and sophomores were issued laptops. To ensure that these tools are being used effectively, teachers of freshmen and sophomores are engaged in on-going professional development in instructional technology training.

Professional development opportunities to support the instruction of literacy include summer institutes on writing and mathematics and training in a multisensory approach to teaching reading and spelling. In the area of science and engineering, our staff participated in the Gateway Institute offered through the Boston Museum of Science. This professional development offers a complete collection of instructional materials in technology and engineering, access to new curriculum materials, and participation in a statewide community of educators working together to support technological literacy for all students.

Assessment

Student performance on the Massachusetts Comprehensive Assessment System (MCAS) is one tool we use to inform classroom instruction. The district uses these data along with local data to determine individual student needs. This year, the MCAS results for grades 3 and 4 showed significant gains in closing the performance gap between certain student subgroups. In addition, the percentage of students scoring in the proficient or advanced category increased from last year in both English Language Arts and mathematics in grades 3 and 4. Student performance on the MCAS English Language Arts test showed an increase in proficient or advanced categories in grades 5 and 8 as well.

Mathematics scores on the MCAS in grades 5 through 8 indicate that the district needs to improve the curriculum and instructional practices in the middle school. We have responded to this identified need through program review and by restructuring the school day to allow for additional time for intervention and academic support.

The MCAS scores at the high school continue to rank in the top tier of schools on the Cape. This year, 96% of students in grade 10 scored in the proficient or advanced category for English Language Arts. 86% of students scored in the proficient or advanced category in mathematics and 88% scored in the category of proficient or advanced in biology. The latter scores were ranked third highest among high schools on Cape Cod and demonstrate Harwich Public School's commitment to excellence in the sciences, an area considered to be vital in preparing our students to be successful in the 21st century.

Respectfully submitted,

Carla Blanchard

Harwich Community Learning Center Programs

The Harwich Community Learning Center Programs (HCLCP) are in their 22nd year of serving the Harwich community. The program began in the fall of 1989, as an afterschool program for kindergarten to sixth grade. Over the past 22 years, the HCLCP has expanded its services to serve the students in the Harwich Public Schools through the seventh grade. In the fall of 1999, the program began serving the adult population of the town of Harwich and surrounding communities with adult education courses. The HCLCP receives no monies from the Town of Harwich or from the Harwich Public Schools. We do receive in-kind services such as space and utilities from the schools.

I. Schools of the 21st Century

Led by Dr. Edward Ziegler, founder of Head Start, this initiative recognizes schools that have taken a leadership role in providing programs and services to children and families from birth to 12 years of age. In 1998, Harwich was recognized as a demonstration site for the “Yale Bush School of the 21st Century Program.” The HCLCP, Community Partnerships for Early Childhood, and the Harwich Public Schools continue to be recognized as a demonstration site by the Yale Bush School. The reason for this honor is the comprehensive services that these programs offer the community.

II. Mission

The Harwich Community Learning Center Programs are for youngsters in kindergarten through the seventh grade. The program strives to promote social, emotional and academic support skills as well as self-esteem building activities. The staff endeavors to establish an environment where children can explore their interests and discover new ones in a cooperative, non-violent atmosphere.

III. Programs offered by the Harwich Community

Learning Center Programs:

A. The Elementary School Age Program includes Before School, After School, and Vacation programming for kindergarten through seventh grade. The program focuses on educating the whole student in a relaxed and fun setting. Projects concentrate on math, science, language arts, physical education and homework assistance. Approximately 150 students participated in the extended day programming offered at the elementary School during the fall 2010 through the spring of 2011.

B. Enrichment Courses for the 2010-2011 school-year were offered in the elementary school. These courses offer an opportunity for students to concentrate on one particular activity for one hour or more after school. A minimal fee is charged for these courses and scholarships are available for those students who are interested but for whom the cost may be

prohibitive. A sample of the courses offered in the elementary school are Junior Scientists, Cooking, Guitar, Chess, Boot Camp, Gym Games, Art, and Jump roping. Three hundred seventy-four students participated in the Enrichment program. Many of the instructors for the enrichment programs are community members and school staff.

C. Summer: During the Summer of 2011, HCLCP offered three programs: Kindergarten and First Grade, Second and Third Grade; and Fourth, Fifth, Sixth, Seventh Grade. Each program offered developmentally appropriate activities, including field trips and group projects. Approximately one hundred twenty students attended the summer program.

D. Adult Education Courses are offered during the fall, winter and spring. Courses range from our exercise courses to literacy courses. Two hundred forty-six adults attended the adult education courses. The success of this program is due to the enthusiasm of our community of instructors.

On behalf of the children and families of Harwich, the HCLCP would like to acknowledge the following organizations for their support in the extended day programming during the school year as well as the summer programs: the staff of the HCLCP, the parents, the school administration, the school staff, Harwich Police Association, and Harwich Evening Women's Club. We look forward to continuing to meet the diverse needs of our community in the upcoming year.

Respectfully submitted,

Ann B. Emerson
Director

Harwich Early Childhood Programs and Services

In the year 2011 the Harwich Early Childhood Council continued to strengthen working collaborations within the school and business community to support early childhood programs in Harwich. Although state funds from the Department of Early Education and Care remained at a reduced level our council, together with school and community partners, continued its mission to work toward the following goals:

Goal #1 – To make high quality child-care and preschool affordable and accessible to all Harwich families

- The Coordinator continued to refer families to child-care and preschool programs that met needs of the family and their children.
- Although state funds to assist families with the cost of preschool and child-care were not available, the Friends of Harwich Early Childhood continued to meet the needs of as many families as possible through grants, business and community donations raised throughout the year. Fifteen families were assisted with child-care and preschool costs during challenging financial times.
- “Make Way for Kids,” a preschool program within the Harwich Elementary School provided direct service to 25 children. The preschool program, accredited through the National Association for the Education of Young Children, targets children and families “at-risk,” including those at or below the state median income level, teen parents, grandparents as parents, homelessness, English as a second language and special need (either of the child, sibling or parent). The program is partially funded by Harwich Public Schools and continues to benefit from funds raised by a dedicated parent group. The program also offers an eight-week summer program that enables working families to continue working with their children at an enriching early childhood program, exploring their natural surroundings and community playgrounds and cultural programs.

Goal #2 – To strengthen families and to provide a healthy start for children in early childhood settings.

- Participatory early literacy program were presented for families and their children with a story-teller and puppet shows.
- The Harwich School and Family Resource Center continued to provide resources for early childhood teachers. Among our resources are curriculum and literacy kits linked to early learning curriculum areas of math, science, language, health and the arts.

- The Family Resource Center continued to be a “hub” for comprehensive services for families with young children. Hundreds of children and families received nutritional consultation and vouchers for food through the services of the Women with Infants and Children Program (WIC) as well as through services of a family advocate and monthly food distribution through the Lower Cape Outreach Council. This year we collaborated with the Cape Cod Regional Technical High School Community Service Learning Program to expand and improve our Family Resource Center to include a pantry built by the students. They also helped to initiate a community drive for donations of infant/toddler clothing, toys and diapers.

Goal #3 – To provide education and support to parents, early childhood professionals, grandparents and guardians of young children

- We offered parent/providers workshops that included behavior management. Some of the workshop topics presented were: Effective Discipline, Encouraging Positive Behavior, and How to Help Children to Develop Positive Self-Esteem
- We developed a lending library of books and DVD's offering a series “Raising Healthy Families” that touches on important child/family issues.
- A generous grant from the Cape Cod Savings Bank Charitable Foundation has funded an early childhood family/preschool partnership, “Make Way for Healthy Kids.” Every month healthy nutrition tips and easy mini-meal suggestions have been circulated among “Make Way for Kids” families as well as to all other local preschool programs. The grant funds \$100/month for food within the Make Way for Kids program in order to help provide children with healthy mini-meals and snacks. A winter workshop, “Holiday Nutrition for Kids,” was offered to families and early childhood providers offering nutritional information and suggestions for hands-on nutrition mini-meal preparation.
- Trainings offered by Good Hope Adoption Agency, Cape Cod Children's Place and the Child-Care Network were also made available through our continued collaboration with these local early childhood organizations.

The Harwich Early Childhood Council continued to provide programs, activities and events in the Harwich Community in order to more fully benefit Harwich families with young children in 2011. Following are some of the community events, celebrations as well as fund-raising events sponsored by

the Harwich Early Childhood council as well as the Friends of the Harwich Early Childhood Advisory council in 2011:

- A generous grant from the Harwich Cultural Council providing funds to bring Otha Day, a renowned drummer/educator to present participatory Drum Circles for Harwich preschool and kindergarten classes as well as a community Drum Circle during our annual Winter Carnival. Many students from the Harwich Middle School HUGS and Harwich High School students in the SPIRIT programs worked hard to make the event a family friendly success.
- An Italian Supper and Family Dance Event at the Harwich Community Center, a Family Night during the PTA Book Fair, a Holiday Bake Sale at the Albro House, a Closest to the Pin Golf fundraiser at Cranberry Valley Golf Course and Ice Cream Social at the elementary school also were held to help provide needed child-care support to families.
- Holiday donations made by the Harwich Women's Club, Evening Division and the Harwich Town Employees Association helped families in need of support during the holiday season.
- Facilitated New Mom and Baby Groups as well as a Dad's Support Group were offered weekly at the Harwich Community Center. These groups are supported by funds from the state department of Early Education and Care administered by the Cape Cod Children's Place.
- Our Celebration of Young Children in Harwich event was held in June at Brooks Park. The local Head-Start program as well as local preschools, including those in the Harwich Elementary School and families within the community gathered for a sign-a-long, games and refreshments. The Harwich Fire Department volunteered to guide children on a tour of their trucks.

The programs and services of this program continue to be recognized by the Yale/Bush Center as a demonstration site of the Schools of the 21st Century.

Respectfully submitted,

Francie Joseph, *Coordinator*

Elementary School Grades PK-4
263 South St. Harwich, MA 02645
(508) 430-7216 Fax: 430-7232

Administrators

S. Hein, Principal
M. Dugas,
Asst. Principal
M. Smith, Supervisor
of Elementary
Curriculum &
Instruction

Admin. Assistants

C Hoffman,
Admin. Asst.
B. Robinson,
Admin. Asst.
C. Leahy, Admin. Asst.
C. Karras,
PPS/TeamChair/Title
Admin. Asst.

Kindergarten

M. Brady
A. D'Urso
D. King
J. McGuigan
R. Tobojka
S. Valentine

Grade 1

M. Belliveau
L. Boule
K. Cloney
A. Hirschberger -
STEM Dept. Chair
A. Silk
P. Smith

Grade 2

A. Chute
M. Fisler
K. Gvazdauskas
N. Kern

M. Lampert
L. Simmons

Grade 3

D. Chase
J. Krystofolski
P. Malinowski
L. Morris
K. Piknick -
ELA Dept. Chair

Grade 4

L. Branchut
M. Crowley
K. Keith
L. McManamin
J. Smithers

U/A Specialists

M. Albertine -
Librarian/Media
S. Idman - Library IA
L. Brookhart -
Technology
R. Hansen - Art
C. Hughes-Prince -
Foreign Language
T. Ressler - Music
D. Smith - Phys. Ed.

Health Office

K. Riley, R.N.
L. Driscoll,
Health Assist.
G. Kluza,
Health Assist.

Psychologist

N. Barnett

ELL/ESL

N. Capen - ELL/ESL
L. Stroker - IA

Special Education

Kelma Dever,
Team Chair
J. McIlvin,
Pre-K Integrated
E. Cronen,
Pre-K Integrated
C. Grady, K
K. Booth, Gr. 1
E. Senior, Gr. 2
F. Jorgensen, Gr. 3
M. A. Bragdon, Gr.4
J. Vient, DGP
D. Rose,
Autism Specialist
J. Dillon - SLP
L. Weatherup - SLP
S. Domenick, OT

**Make Way For Kids
Preschool**

F. Joseph, Director
M. Levy
D. Dery - IA
J. Underwood - IA

Academic Support

M. Shaffer

Title I

G. Grenier -
Math Teacher
V. Hudson -
ELA Teacher
K. Brownell - IA
D. Zabielski - IA

**Instructional
Assistants**

Special Education

D. Daly
A. Dunford
L. Goggin
C. Gushee
E. Johnson
S. Langway
D. Leger
S. Morris
J. Oliver
P. Robbins
K. Vagenas
B. Webb
C. West

A. Wilson
M. Woods

**Kindergarten
Assistants**

J. Blute
D. Greig
C. Malone
M. Sisson
S. Speakman
T. Tansey

Cafeteria Monitors

L. Ellis
F. Salzillo

Cafeteria

N. DeSiata, Director
S. Hogg
J. Leger –Cook Leader
R. Locke
J. Windle

Custodians

J. Willcox, Lead
Custodian
M. Starkweather
T. Pedersen
K. Birtwell
R. Sirois, Maintenance

Middle School Grades 5-8
204 Sisson Rd. Harwich, MA 02645
(508) 430-7212 FAX: 430-7230

Administrators

L. Phelan, Principal
S. Fleming,
Asst. Principal

Admin. Assistants

R. Simmons,
Prin.'s Admin. Asst.
W. Fisette,
Admin. Asst.

Grade 5

J. Babb
C. Donovan
T. Hanna
C. Kane
S. Rutledge

Grade 6

J. Bicknell
M. Falcone
N. Malcolm
K. Mendoza
K. Savage

Grade 7

B. Monroe
(Social Studies)
G. Petrasko (ELA)
N. Gifford (Science)
L. Cutter (Math)

Grade 8

A. Matheson
(Social Studies)
M. Forist (Science)
D. Creedon (Math)
A. Fabia (English)

Foreign Language

G. Smith-Fay
J. Walter

Art

B. Waystack

Gr. 7 & 8 Reading

P. Reuss

Computers

E. Griffith

Guidance

D. Darson, School
Adj. Counselor

Health/Nutrition

B. Haas

Industrial Arts

Michael Newby

**Int/Extramural
Coordinator**

S. Fleming

**Librarian/Media
Spec.**

S. Merrill

Music

G. Napier – Inst. Music
D. Toscano -
Music/Chorus

Nursing

J. Keefe, R.N.

Speech

L. Chizek

Phys. Ed.

K. Serafini

Psychologist

S. Wilson

Special Education

C. Coppola
L. Magelaner
H. Reis
N. Tobin
N. Capen - ELL

**Wilson Reading
Specialists**

V. McGeoch

**Instructional
Assistants**

S. Davol
J. DeCharles
S. Gingras
L. Griffiths
J. Kelly
E. Krach
C. Williams

Cafeteria

N. Landers
K. Hall
L. Maker
B. Miles

Custodians

C. Johnson, Lead
G. Garbitt
R. Garofalo,
Maintenance

High School Grades 9-12
75 Oak St. Harwich, MA 02645
(508) 430-7207 FAX: 430-7223

Administrators

K. Turner, Principal
J. Girolamo,
Asst. Principal

Admin. Assistants

J. Campbell,
Prin.'s Admin. Asst.
N. Fallon, Asst. Prin.'s
Admin. Asst.
P. Rose, Admin. Asst.

**Alternative
Education**

G. Sowpel
P. Moynagh

Art

L. Schneider-Biron
D. Donovan (Theater)

Athletic Director

P. Demanche

Business/IT/IA

L. Kiefer
D. Dorgan
D. Breski
A. Catanzaro

Foreign Languages

N. Von Der Heyde
R. Smeltzer
E. Hoff
E. Simmons

Guidance

J. Bennett
M. Callagy
H. Thyng,
Admin. Assist.

Health

A. Chilaka

Language Arts

K. Kelly
A. Leete
A. Shedlock
L. LeVangie
E. Hofmann

Librarian/Media Spec.

D. Whittemore

Math

E. Harrington

M. Hemeon

D. Sessler

T. Beer

J. McGrory

Music

R. Richard Music/Band

Nursing

K. Bairstow,

Nurse Leader

C. Dufault, Nurse

L. Driscoll, Asst.

Phys. Ed.

P. Demanche

S. Yarnall

Psychologist

R. Titus

Science

J. Eastman

B. Dietz

R. Byrnes

B. Schiller

Social Studies

J. Anderson

K. Bates

J. Dickson

R. Houston

S. Rafferty

Special Education

V. Côté

J. Heggi

D. Turco

J. Weekes, T.A.

C. Wolcott, T.A.

Vocational/Life Skills

A. Dooley-Trabucco

N. Capen - ELL

L. Chizek, Speech

E. Barbato, T.A.

P. Booth, T.A.

D. Burke, T.A.

T. Reinwald, T.A.

A. Rose, T.A.

H. Summers, T.A.

Cafeteria

T. Grooms

B. Lucas

D. Sherry

Custodian

R. Donovan

K. Oakley

C. Potter, Lead

A. Valle

D. Demers,

Maintenance

R. Garofalo,

Maintenance

HARWICH PUBLIC SCHOOLS STAFFING
Central Office
81 Oak St.
Harwich, MA 02645
508-430-7200 FAX: 508-430-7205

Superintendent's Office

Carolyn Cragin, Superintendent
Barbara Susko, Administrative Assistant

Business Office

Christine Suckow, Business Manager
Susan Held, Bookkeeper
Nancy Curry, Secretary (Personnel/Payroll)
Mary Bantick, Medicaid Clerk

Director of Curriculum, Instruction and Assessment

Carla Blanchard 508-430-7200

Pupil Personnel Services

Joan Goggin, Director
Toni London, Administrative Assistant

PPS Staff—Sp. Ed. Teachers and Assistants, Title 1 Teacher Assistants, Speech Therapists, Guidance and Psychologists – are listed at their “home schools”

Buildings & Grounds

Dave Demers, Maintenance - HHS
Bob Garofalo, Maintenance – HMS
Rick Sirois, Maintenance - HES

Attendance Supervisor

T. Gagnon (Harwich Police Dept.) **430-7541**

Technology

Deb Morgan, Director of Technology
Jim Birchfield, Instructional Tech Specialist
Dan Keefe, Lead Computer Technician
Martha Rosen, Computer Technician

Channel 18 – Television

Jill Mason - **430-7569**

Early Childhood Programs - 430-1692

Francie Joseph, Community Coordinator for Young Children in Harwich

Extended Day Programs & Adult Education (Elementary School)

Ann Emerson, Director **430-2355**

Carol Serafino, Secretary

Food Service (all schools)

Nancy DeSiata, Director

430-7216

School Physician

Sharon Daly, M.D.

ELEMENTARY SCHOOL

Name	Position	Education	Service to Harwich	Total Experience
Mary Ann Albertine	Librarian K-5	B. A. Worcester State College M.S. Simmons College M.Ed. Worcester State College	25	34
Lindsey Asad-Bandut	Gr. 4	B. S. Salve Regina University M. A. American International College	4	8
Nanci Barnett	School Psychologist	B. A. Southern CT State Univ. M. A. Central Conn. State University	15	31
Myra Belliveau	Gr. 2	B. S. Fitchburg State College M. S. Wheelock College	24	24
Kenneth Birtwell	Custodian	B. A. Curry College	9	11
Jodie Blute	Kindergarten Asst.	B. A. Salve Regina University	11	11
Karen Booth	Sp. Ed.	B. A. Bridgewater State College M. B. A. Univ. of Massachusetts M. Ed. Bridgewater State College	12	13
Leslie Boule	Gr. 2	B. S. Boston University M. Ed. Bridgewater State	24	25
Melissa Brady	Kindergarten	B. S. Elmira College M. A. Bridgewater State	26	26
MaryAnne Bragdon	Sp. Ed. E.S.	B. S. Fitchburg State College M. Ed. Fitchburg State College	16	23
Larry Brookhart	Technology Teacher	B. A. William Paterson College M. Ed. Bridgewater State College	15	17
Katherine Brownell	Title I	B.S. Worcester State College	11	17
Nancy Capen	ELL	B. A. Gordon College M. A. Salem State CAGS Salem State	1	9
Donna Chase	Grade 3	A. A. Green Mountain College B. S. Keene State College M. Ed. Framingham State College	3	25
Andrea Chute	Gr. 2	B. S. University of Connecticut M. A. University of Connecticut	1	3
Kathleen Cloney	Gr. 1	B. A. Boston College M. A. Cambridge College	12	16
Erin Cronen	Pre-school	B. A. Stonehill College	4	8
Mary Crowley	Gr. 4	B. A. University of Lowell M. Ed Bridgewater State College	7	9
Denise Daly	Sp. Ed. T.A.		4	4
Nancy DeSiata	Food Service Director		3	42

ELEMENTARY SCHOOL

Name		Position	Education	Service to Harwich	Total Experience
Kelma	Dever	Special Ed Team Leader	B. S. Westfield State College M. Ed. Fitchburg State College CAGS Bridgewater State College		24
Joan	Dillon	Speech Therapist	B. S. Northeastern Univ. M. S. Northeastern Univ. M. Ed. Bridgewater State College	13	21
Lee	Driscoll	Health Asst.	C. N. A. Cape Cod Community College	9	15
Beth	Dudis-Lucas	Cafeteria		13	13
Marcy	Dugas	Assistant Principal	B. A. Curry College M. Ed. Wheelock College CAGS Salem State College	2	21
Alissa	Dunford	Sp. Ed. T. A.	A. A. Cape Cod Community College	1	23
Anne	D'Urso	Kindergarten	B. S. Bridgewater State College M. A. Cambridge College	16	31
Ann	Emerson	Before/After School Program Coordinator	B. A. Stonehill College M. Ed. Bridgewater State College	14	21
Michelle	Fisler	Gr. 2	B. A. Univ. of Massachusetts M. Ed. Wheelock College M. .A. Bridgewater State	8	8
Lisa	Goggin	Sp.Ed. T. A.	B. S. Southeastern MA Univ. A. S. Bay Path Junior College	5	5
Cheryl	Grady	Special Ed E.S.	B. A. Connecticut College M. Ed. Bridgewater State College	13	30
Debra	Greig	Kindergarten Asst.	B. A. LaSalle University	11	32
Gina	Grenier	Math Teacher	B. A. University of North Carolina M. Ed. Lesley University	4	10
Cynthia	Gushee	Sp. Ed. T.A.	B. S. Univ. of Maine M. S. Wheelock College	13	30
Kristin	Gvazdauskas	Gr. 3	B. S. Lesley University M. A. Simmons college	4	6
Richard	Hansen	Art K-4	B. A. Manhattan College M. Ed. Worcester State College	27	32
Samuel	Hein	Principal	B. S. Springfield College M. Ed. Bridgewater State College	5	28
Amy	Hirschberger	Gr. 1	B. S. University of Connecticut	19	23

ELEMENTARY SCHOOL

Name		Position	Education	Service to Harwich	Total Experience
Cheryl	Hoffman	Principal's Secretary		5	21
Suzanne	Hogg	Cafeteria		16	17
Virginia	Hudson	Title I Eng/ Lang. Arts	B. S. Boston State College	8	9
Christine	Hughes-Prince	Foreign Language	B. S. Boston College M. A. Walden University	4	9
Sarah	Idman	I. A. Library	B. A. Bucknell University M. S. University of Michigan	1	5
Elise	Johnson	T.A.		6	8
Francesca	Jorgensen	Sp.Ed. Teacher	B. F. A. Univ of Massachusetts M. Ed. Cambridge College	10	17
Francie	Joseph	Comm.Coord. Ages 3-5	B. A. Goddard College M. A. Lesley University	22	35
Catherine	Karras	CPC/PPS Asst. Sec.		14	21
Katie	Keith	Gr. 4	B. A. Lesley College M. S. American International College	7	9
Noelle	Kern	Gr. 2	B. A. Univ. Rhode Island		
Dawn	King	Kindergarten	B. S. Bridgewater State College	17	24
Gina	Kluza	.4 Health Assistant		2	2
Jennifer	Krystofolski	Gr. 3	B. A. Purdue University M. Ed. Bridgewater State College	8	13
Susan	Langway	Sp. Ed. T.A.		7	7
Cynthia	Leahy	Secretary	B. S. Westfield State College	13	30
Donna	Leger	Sp.Ed. T.A.		23	32
Jackie	Leger	Cafeteria		10	10
Mary	Levy	Make Way For Kids	B. A. Elms College	11	22
Robin	Locke	Cafeteria		1	
Patricia	Malinowski	Gr. 3	B. S. Ithaca College M. Ed. Bridgewater State College	21	27
Catherine	Malone	Kdg. Assistant		11	11

ELEMENTARY SCHOOL

Name		Position	Education	Service to Harwich	Total Experience
Johanna	McGuigan	Kindergarten	B. S. Fitchburg State College M. B. A. Northeastern University M. Ed. Bridgewater State College	8	15
Jennifer	McIvin	Pre-K	B. A. College of Wooster M. Ed. Fitchburg State College	3	19
Lisa	McManamin	Gr. 4	B.S. Westfield State College M. Ed. Lesley College	5	21
Meghan	Melton-Lampert	Gr. 1	B. S. Bridgewater State M. A. American International College	4	4
Laura	Morris	Gr. 3	B. S. Springfield College M. Ed. Bridgewater State College	10	10
Sandra	Morris	Sped. T.A.		5	7
Jennifer	Oliver	Sp.Ed. T.A.	A. S. Cape Cod Community College B. A. Ashford University	9	16
Timothy	Pedersen	Custodian		15	15
Kimberlee	Piknick	Gr. 3	B. S. Bridgewater State College M. Ed.. Bridgewater State College	10	10
Timothy	Ressler	Music Teacher	B. M. Berklee College of Music	5	5
Kathryn	Riley	Nurse	B. S. N. Pennsylvania State University	11	32
Patricia	Robbins	Sp. Ed. T. A.	B. S. Bridgewater State College	7	9
Betsy	Robinson	Secretary	Katherine Gibbs	13	19
Dyanna	Rose	Autism Specialist	B. A. University of New Hampshire M. A. Fitchburg State	1	15
Erin	Senior	Sp. Ed. E.S.	B. A. Fitchburg State College	16	16
Carol	Serafino	Extended Day Bookkeeper	A. A. Springfield Tech. Community College	9	43
Margaret	Shaffer	Academic Support Teacher	B. A. William Paterson State Univ. M. S. Wheelock College	2	9
Ann	Silk	Gr. 1	B. S. Lesley College	25	29
Leslie	Simmons	Gr. 2	B. A. Allegheny College M. S. Wheelock College	21	25
Richard	Sirois	Custodian/Maintenance		5	5
MacKenzie	Sisson	Kdg. T.A.	B. A. Elon University M. Ed. Lesley University	5	5

ELEMENTARY SCHOOL

Name		Position	Education	Service to Harwich	Total Experience
Donna	Smith	Phys. Ed. K-4	B. S. Univ. of Massachusetts	15	21
Marc	Smith	Supervisor of Curriculum & Instruction	B.A. Stonehill College M. Ed. Univ. Massachusetts CAGS Bridgewater State College	2	12
Patricia	Smith	Gr. 1	B. S. Framingham State College M. Ed. Bridgewater State College	11	11
Janet	Smithers	Gr. 4	B. A. Mt. St. Mary College M. Ed. Boston State College	23	31
Stefanie	Speakman	Kdg. T.A.		3	18
Michael	Starkweather	Custodian		11	11
Lisa	Stroker	T. A.		13	15
Tammy	Tansey	Kdg. Asst.		9	26
Rebecca	Tobojka	Kindergarten	B. S. Cortland State	18	25
Kathleen	Vagenas	.4 Kdg. T. A.	A. S. Cape Cod Community College	5	5
Sandra	Valentine	Kindergarten	A. S. Norwalk Community College B. S. Univ. of Bridgeport	28	36
Jamie	Vient	Dev. Growth	B. S. Salem State College M. Ed. Bridgewater State College	4	15
Laura	Weatherup	Speech/Language Pathologist	B. S. Westfield State M. S. Boston University	2	19
Barbara	Webb	P-K Sp.Ed. T.A.	B. A. Keene State College	8	31
Cheryl	West	Sp. Ed. T.A.	B. S. Cortland University	18	20
James	Willcox	Lead Custodian	A. A. C. C. Community College	14	16
Alana	Wilson	T. A. Autism	B. A. Wager College M. A. Wagner College	1	3
Christine	Wilson	Cafeteria		7	7
Jeannine	Windle	P.T. Cafeteria		2	2
Maryanne	Woods	Sp.Ed T.A.	B. A. Our Lady of Elms College M.A.T. Our Lady of Elms College	6	28
Deborah	Zabielski	Title I	B.S. Plymouth State University	12	12

MIDDLE SCHOOL

Name		Position	Education	Service to Harwich	Total Experience
Jane	Babb	Gr. 5	B. A. Roanoke College M.Ed. Cambridge College	11	14
Jaclyn	Bicknell	Gr. 6	B. A. Keene State College	1	1
Leslie	Chizek	Speech	B. A. Univ. of Florida M.A. Univ. of Miami	10	32
Caren	Coppola	Sp. Ed.	B. A. North Adams State College M. Ed. Bridgewater State College	12	23
Denise	Creedon	Gr. 8 Math	B. S. Lesley College M. A. Boston College	19	21
Lauren	Cutter	Gr. 7 Math	B. S. North Adams State	17	25
Deborah	Darson	Adj. Counselor	A. A. University of New England B. S. Univ. of Northern Colorado M. S.W. University of Michigan	20	31
Sally	Davol	Sp. Ed. T.A.	B. A. Syracuse University	8	13
Jacqueline	DeCharles	Sp. Ed. T.A.	B.A. Franklin Pierce College M. Ed. Univ. Phoenix	7	7
Susan	Domenick	Occupational Therapy	B. A. Quinnipiac University		28
Christine	Donovan-Piekarski	Gr. 6	B. A. Stonehill College	8	11
Alice	Fabia	Gr. 7 English	B. S. S.U.N.Y. at Plattsburgh M. Ed. Cambridge University	25	28
Mary	Falcone	Gr. 6	B. A. St. Joseph College	18	33
Wendy	Fisette	Admin. Assistant	B. A. Wheaton College	2	23
Sean	Fleming	Assistant Principal	B. S. Springfield College M. A. Endicott College	10	11
Melinda	Forist	Gr. 7 Science	B. S. Grand Valley State College M. Ed Northern Illinois University M. Ed. Lesley College	17	27
Gary	Garbitt	Custodian		2	9
Nancy	Gifford	Gr. 7	B. S. Univ. Massachusetts M. S. Wheelock College	3	18
Shannah	Gingras	Sp. Ed. T.A.	B. A. Southern NH University M. A. Rivier	1	1

MIDDLE SCHOOL

Name		Position	Education	Service to Harwich	Total Experience
Elaine	Griffith	Computer Teacher	B. A. Boston College M. Ed. Lesley University	2	10
Lauren	Griffiths	Sp.Ed. T.A.	B. S. Rivier College	8	13
Bonnalyn	Haas	Health & Nutrition/PE	B. S. Univ. of Massachusetts M. Ed. Univ. of Lowell	18	37
Kristi	Hall	Cafeteria		9	10
Tracey	Hanna	Gr. 5	B. A. Hartwick College	6	11
Christopher	Johnson	Custodian		5	5
Catherine	Kane	Gr. 5	B. A. Univ. Massachusetts M. Ed. Lesley University		4
Jeanne	Keefe	Nurse M.S.	B. S. Northeastern University B. S. University of Massachusetts	15	31
Jodi	Kelly	Sp. Ed. T.A.	B. A. Ashford University	5	5
Elliott	Krach	Student Support	B. A. Keene State College	1	1
Nancy	Landers	Cafeteria		11	11
Donna	Leger	Sp. Ed. T. A.		24	32
Lisa	Magelaner	Sp. Ed. M.S.	B. A. University of Connecticut	18	21
Lesley	Maker	Cafeteria (PT)		13	13
Nancy	Malcolm	Gr. 6	B. S. Boston University	25	29
Andrew	Matheson	Gr. 8 Social Studies	B. S. Salem State College M. S. Ed. University New England	12	14
Virginia	McGeoch	Reading Teacher	B. S. Ed. Wheelock College M. S. Ed. Wheelock College	20	29
Kathleen	Mendoza	Gr. 6	B. S. Ed. Univ. of Massachusetts M. Ed. Lesley University	11	37
Sylvia	Merrill	Librarian	A. A. Cape Cod Community College B. A. Southeastern Mass. Univ. M. Ed. Bridgewater State College	5	17
Beverly	Miles	Cafeteria			1
Michael	Newby	STEM	B. F. A. Mass College of Art M. F. A. Mass. College of Art		28

MIDDLE SCHOOL

Name		Position	Education	Service to Harwich	Total Experience
Gordon	Napierkowski	Instrumental Music	B. M. Ed. University of Lowell M. M. P. Univ. of Massachusetts	8	19
Georgia	Petrasko	Gr. 7 Reading	M. A. T. Bridgewater State	3	22
Len	Phelan	Principal	B. A. Univ. of Massachusetts M. A. Providence College M. Ed. Salem State College	1	16
Heather	Reis	Sp. Ed.	B. A. Connecticut College M. Ed. Bridgewater State College	4	13
Pamela	Reuss	Gr. 8	B. A. L. S. Lesley College M. Ed. Cambridge College M. Ed. Bridgewater State College	11	26
Sally	Rutledge	Gr. 6	B. A. St. Michaels College M. Ed. Lesley College	14	16
Karen	Savage	Gr. 6 Science	B. S. Skidmore College M. Ed. Northeastern University	21	30
Kathleen	Serafini	Phys. Ed. M.S.	B. A. Bridgewater State College M. Ed. Fitchburg State College	7	10
Roberta	Simmons	Secretary	B. S. University of Massachusetts	10	13
Georgia	Smith-Fay	Gr. 8 Foreign Lang.	B. A. Colorado State University M. A. Univ. of Massachusetts	1	8
Nena	Tobin	Sp. Ed.	B. A. Providence College M. A. Cambridge College	4	10
Diana	Toscano-Gross	General Music/Choral	B. M. Simpson College M. M. Manhattan School of Music CAGS, Salem State	7	32
Jennifer	Walter	Foreign Language	B. A. Wheaton College M. S. Simmons		3
Bernadette	Waystack	Art M.S.	B. F. A. Univ. of Massachusetts	16	22
Courtney	Williams	Sp. Ed. Assistant		1	4
Christine	Wilson	Cafeteria		8	8
Steven	Wilson	School Psychologist	B. A. Amherst College M. A. Alfred University	37	38

HIGH SCHOOL

Name		Position	Education	Service to Harwich	Total Experience
John	Anderson	Social Studies	B. A. Univ. of Massachusetts M. Ed. American Intercontinental Univ.	9	11
Karen	Bairstow	.6 Nurse Leader	B. A. University of Connecticut A. D. N. C. C. Community College M. S. N. Simmons College J. D. Mass. School of Law	9	23
Elisabeth	Barbato	Sp. Ed. T.A.	B. A. Lynchburg College M. S. Univ. of North Carolina	2	2
Kevin	Bates	Social Studies	B. A. Bates College M. Ed. Boston College	10	17
Ted	Beer	Math	B. S. Ball State University M. Ed. Framingham State College	11	15
Jonathan	Bennett	Guidance Counselor	B. A. Univ. of Massachusetts M. S. Cal. State - Long Beach Univ.	8	14
James	Birchfield	Instructional Tech. Specialist	B. A. New York University M. A. Western Governor's Univ.	9	14
Paige	Booth	Sp. Ed. T.A.	B. S. Wheelock College		1
David	Breski	Tech/Web/Eng.	B. S. Siena College M. S. College of St. Rose	3	5
David	Burke	Sp. Ed. T.A.	B. S. Univ. of Massachusetts	10	32
Robert	Byrnes	.4 Science	B. S. Suffolk University M. S. Univ. of New Hampshire	6	39
Margaret	Callagy	Guidance Counselor	B. A. Fairfield University M. Ed. Fairfield University	11	20
Joanne	Campbell	Principal's Secretary	B. F. A. Ramapo State College	10	29
Anthony	Catanzaro	Industrial Arts	B. S. Fitchburg State	24	34
Angelina	Chilaka	Health	B. S. Northeastern Univ. M. A. Columbia University	24	33
Valerie	Cote	Sp. Ed.	B. S. Springfield College M. Ed. Fitchburg State College	7	23
Paul	Demanche	Athletic Director/PE	B. A. Univ. Connecticut M. A. Univ. of New England	1	29

HIGH SCHOOL

Name		Position	Education	Service to Harwich	Total Experience
David	Demers	Maintenance		18	45
John	Dickson	Social Studies	A. B. Harvard University M. Ed. Lesley University	14	16
Beth	Dietz	Chemistry	B. S. Wellesley M. A. Northeastern	1	13
Deborah	Donovan	Art	B. F. A. Southeastern Mass. Univ. M. A.E. Boston University	20	20
Robert	Donovan	Custodian		23	30
Ann	Dooley-Trabucco	Voc/Life Skills	B. S. E. Westfield State College	12	37
Diane	Dorgan	Information Technology	B. S. Salem State College M. Ed. Fitchburg State College	27	29
Beth	Dudis-Lucas	Cafeteria		13	12
Cheryl	Dufault	Nurse	B. S., Nursing Worcester State B. S., Psychology Worcester State	1	16
Jill	Eastman	Earth Science Teacher	B. A. Westfield State M. Ed. Cambridge College	11	20
Nicola	Fallon	Asst. Prin.'s Secretary	A. A. Small Business Westchester Community A. A. Computer Info Westchester Community	5	7
Robert	Garofalo	Maintenance/Custodian		8	44
Janie	Girolamo	Assistant Principal	B. S. Hofstra University M. S. Michigan State University	11	28
Theresa	Grooms	Cafeteria		1	35
Eileen	Harrington	Math	B. A. Westfield State College M. A. T. Bridgewater State College	3	9
Joseph	Heggi	Sp. Ed. Teacher	B. S. Univ. of Missouri M. A. Webster University	10	34
Mary	Hemeon	Mathematics	B. A. Keuka College	27	27
Elizabeth	Hoff	Spanish	B. S. University of Missouri M. A. Univ. of Massachusetts	4	4
Erin	Hofmann	English	B. A. Nova Southeastern Univ. M. Ed. Fitchburg State College	12	12

HIGH SCHOOL

Name		Position	Education	Service to Harwich	Total Experience
Richard	Houston	Social Studies	B. A. College of the Holy Cross M. A. T. Boston College	17	33
Darlene	Jackson	Cafeteria			1
Karen	Kelly	English	B. A. Univ. of Massachusetts M. A. Bridgewater State College	25	25
Lisa	Kiefer	Business/ Technology	B. S. Trinity College	4	25
Nancy	Landers	Cafeteria		10	11
Anne	Leete	English	B. A. Emmanuel College	14	17
Jackie	Leger	Cafeteria P/T		9	9
Lynne	LeVangie	English	B. A. Mount Holyoke College	10	17
Janis	McGrory	Math	B. A. Mass. College of Liberal Arts M. Ed. Cambridge College	3	8
Peter	Moynagh	Alt. Ed. T.A.	B. S. Bentley College	12	13
Kevin	Oakley	Custodian		15	35
Charles	Potter	Custodian		8	22
Samantha	Rafferty	Social Studies	B. A. Univ. Massachusetts M. Ed. Univ. Massachusetts		0
Theresa	Reinwald	Sp. Ed. T.A.	B. S. Salve Regina University	10	19
Rosemarie	Richard	Choral Music/ Band	B. M. Moravian College M. S. Central Conn. State Univ	10	19
Margaret	Richardson	Cafeteria			35
Adam	Rose	Sp. Ed. T.A.			
Patricia	Rose	Secretary		7	31
Bethany	Schiller	Biology	B. A. Cornell University M. A. Cornell University	1	1
Liane	Schneider-Biron	Art	B. S. Westfield State College B. F. A. Univ. of Massachusetts	12	31
Denise	Sessler	Math	B. S. E. E. Clarkson University M. B. A. Western New England M. Ed. Walden University	11	11

HIGH SCHOOL

Name		Position	Education	Service to Harwich	Total Experience
Andrea	Shedlock	English	B. A. Stonehill College	2	2
Dolores	Sherry	Cafeteria		2	12
Elizabeth	Simmons	Spanish/French	B. A. Hartwick College M.A. S.U.N.Y. Albany	23	25
Robert	Smeltzer	Foreign Language	B. A. Univ. of California M. Ed. Univ. of Massachusetts M. A. Millersville University	11	21
George	Sowpel	Alternative Ed.	B. A. Univ. of Rochester	12	14
Herbert	Summers	Sp. Ed. T.A.	B. S. Bridgewater State College	9	22
Holly	Thyng	Admin. Assistant		2	12
Robin	Titus	School Psych.	B. A. Univ. of Connecticut M. A. St. Lawrence University	22	34
Diane	Turco	Sp. Ed. M.S.	B. S. Bridgewater State College M. Ed. Northeastern University	15	34
Kevin	Turner	Principal	B. A. Univ. of Massachusetts M. A. T. Bridgewater State College C.A.G.S. Bridgewater State College	7	20
Thomas	Underwood	Computer Tech.		2	14
Arthur	Valle	Custodian		7	21
Nancy	Von der Heyde	French	B. A. Arcadia University M. A. Univ. of Northern Iowa		37
Joanne	Weekes	Sp. Ed. T.A.		11	37
Deidre	Whittemore	Media Specialist	B. A. Regis College M. Ed. Bridgewater State College	9	18
Candace	Wolcott	T.A.	B. A. N. Y. I. T.	6	6
Stacy	Yarnall	Physical Education	B. S. Catawba College	5	7

FINANCE

Report of the **Board of Assessors**

The Board of Assessors continues to discharge our primary legal responsibility in assuring a fair assessment of all property in the Town of Harwich in a professional and timely manner so that tax revenues may be generated in a timely manner. This is the 10th consecutive year tax bills were sent out on time.

The quarterly tax billing system has now been utilized for three years. The change of billing cycle, or any change in valuation, does not have any affect on the total taxes any resident pays, that is the sole result of market fluctuations and Town Meeting action. The Board of Assessors recommended to the Board of Selectmen that Real Property be taxed at a single tax rate which was set at \$8.12 per \$1,000 valuation in FY 2012. Last year the tax rate was \$7.70.

New tax bills are issued every three months. Taxpayers can access or pay Real Estate and Personal Property tax bills online any time a bill is due and payable to the Town (www.harwich-ma.gov). Property record cards, abatement and exemption forms are also available online, as well at Town Hall.

The challenging real estate market continues to impact the value of the Town. Approximately 2,000 property inspections are completed yearly to verify appropriate assessment data. The 2012 assessed values are product of sales that occurred in 2010, and are a benchmark as of January 1st each year.

The Board oversees and approves numerous programs which are available for our Seniors, Veterans, spouses of Veterans, Sight impaired citizens and those who may need assistance in meeting their taxes. The Town has many programs available though exemptions and deferrals which are available to meet the needs of our community. In addition, we provide the criteria for assessing property in Harwich, the abatement process and timetables to file. Forms for these programs are now available online.

We are grateful to the staff of the Assessing Department, under the very able leadership of David Scannell for their continued excellent service.

Respectfully submitted,

Richard J. Waystack, *Chairman*

Robert S. Neese

Bruce W. Nightingale

FISCAL YEAR 2012

The taxable value of all real and personal property assessed:	\$	4,598,355,200.00
Total amount to be raised:	\$	59,092,289.55
Total estimated receipts and revenue:	\$	21,753,645.33
Net amount to be raised by taxation of real and personal property:	\$	37,338,644.22
Tax rate for each \$1000 value assessed:	\$	8.12
Total number of tax bills:		15,739

MOTOR VEHICLE EXCISE ISSUED IN FISCAL YEAR 2011

17283	-Bills were issued with a valuation of:	\$	75,193,700.00
	-Amount of tax:	\$	1,616,687.14
916	-Abatements were issued in the amount of:	\$	72,533.80

BOAT EXCISE ISSUED IN FISCAL YEAR 2011

1,119	-Bills were issued with a valuation of:	\$	5,250,600.00
	-Amount of tax:	\$	52,214.66
110	-Abatements were issued in the amount of:	\$	5,963.81

**Commonwealth of Massachusetts Department of Revenue
NOTICE TO ASSESSORS OF ESTIMATED RECEIPTS
General Laws, Chapter 58, Section 25A**

HARWICH

A. EDUCATION:

Distributions and Reimbursements:

1. Chapter 70	1,735,977
2. School Transportation <i>Chs. 71, 71A, 71B and 74</i>	
3. Charter Tuition Reimbursements <i>Ch. 71, s. 89</i>	133,658
4. Smart Growth School Reimbursements <i>Ch. 40S</i>	

Offset Items – Reserve for Direct Expenditure:

5. School Lunch <i>1970, Ch. 871</i>	6,981
6. School Choice Receiving Tuition <i>Ch. 76, s. 12B, 1993, Ch. 71</i>	857,229

Sub-Total, All Education Items	2,733,845
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B. GENERAL GOVERNMENT:

Distributions and Reimbursements:

1. Unrestricted General Government Aid	337,990
2. Local Share of Racing Taxes <i>1981, Ch. 558</i>	
3. Regional Public Libraries <i>Ch. 78, s. 19C</i>	
4. Police Career Incentive <i>Ch. 41, s. 108L</i>	
5. Urban Renewal Projects <i>Ch. 121, ss. 53-57</i>	
6. Veterans' Benefits <i>Ch. 115, s. 6</i>	5,288
7. Exemptions: Vets, Blind, Surviving Spouses & Elderly <i>Ch. 58, s. 8A; Ch. 59 s. 5</i>	120,353
8. State Owned Land <i>Ch. 58, ss. 13-17</i>	78,611

Offset Item - Reserve for Direct Expenditure:

9. Public Libraries <i>Ch. 78, s. 19A</i>	12,478
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Sub-Total, All General Government	554,720
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C. TOTAL ESTIMATED RECEIPTS, FISCAL 2012	3,288,565
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Commonwealth of Massachusetts Department of Revenue
NOTICE TO ASSESSORS OF ESTIMATED CHARGES
General Laws, Chapter 59, Section 21

HARWICH

A. County Assessments:

1. County Tax: <i>Ch. 35, ss. 30, 31</i>	362,359
2. Suffolk County Retirement <i>Ch. 61, Acts of 2009, s. 10</i>	0
Sub-Total, County Assessments	362,359

B. STATE ASSESSMENTS AND CHARGES:

1. Retired Employees Health Insurance <i>Ch. 32A, s. 10B</i>	
2. Retired Teachers Health Insurance <i>Ch. 32A, s. 12</i>	
3. Mosquito Control Projects <i>Ch. 252, s. 5A</i>	107,758
4. Air Pollution Districts <i>Ch. 111, ss. 142B, 142C</i>	7,036
5. Metropolitan Area Planning Council <i>Ch. 40B, ss. 26, 29</i>	
6. Old Colony Planning Council <i>1967, Ch. 332</i>	
7. RMV Non-Renewal Surcharge <i>Ch. 90; Ch. 60A</i>	13,680
Sub-Total, State Assessments	128,474

C. TRANSPORTATION AUTHORITIES:

1. MBTA <i>Ch. 161A, ss. 8-9; 1974, Ch. 825, ss. 6-7</i>	
2. Boston Metro. Transit District <i>1929, Ch. 383; 1954, Ch. 535</i>	
3. Regional Transit <i>Ch. 161B, ss. 9, 10, 23; 1973, Ch. 1141</i>	88,630
Sub-Total, Transportation Assessments	88,630

D. ANNUAL CHARGES AGAINST RECEIPTS:

1. Special Education <i>Ch. 71B, ss. 10, 12</i>	197
2. STRAP Repayments <i>1983, Ch. 637, s. 32</i>	
Sub-Total, Annual Charges Against Receipts	197

E. TUITION ASSESSMENTS:

1. School Choice Sending Tuition	
<i>Ch. 76, s. 12B, 1993, Ch. 71</i>	1,213,672
2. Charter School Sending Tuition	<i>Ch. 71, s. 89</i>
	536,530
3. Essex County Technical Institute Sending Tuition	<i>1998, Ch. 300, s. 21</i>
Sub-Total, Tuition Assessments	1,750,202

F. TOTAL ESTIMATED CHARGES, FISCAL 2012 2,329,862

For additional information about how the estimates were determined and what may cause them to change in the future, please click on the following link: [Local Aid Estimate Program Summary](#).

Released July 11, 2011

Report of the **Capital Outlay Committee**

The role of the Capital Outlay Committee is to assist the Town Administrator in the effort to develop an annual seven-year capital plan. This plan includes all expenditures of \$100,000 or more, excluding acquisition of land for conservation, open space or watershed protection.

The Committee meets monthly, all meetings are open to the public with due notice and the minutes are regularly filed with the Town Clerk. In addition, regular participants include the Town Administrator, the Town Finance Director and a liaison from the Board of Selectmen.

Membership of the Committee consists of seven members. Two are appointed by the Board of Selectmen, two by the Town Administrator, one by the Planning and two by the Finance Committee with three-year overlapping terms. All members are actively involved in discussing and addressing the financial issues impacting the Town of Harwich. Committee membership and participation remains strong and stable.

By charter, the Town Administrator presents the "Seven-Year Capital Outlay Plan" to the Board of Selectmen and the Finance Committee each December, followed by an advertised public hearing, all subject to ultimate Town Meeting action.

This year continues with the trend of economic turmoil which threatens the financial stability of the nation, state and our town; clearly evidenced by continued and significant decreases of state aid and local receipts. The Committee must be realistic in its efforts to assess and evaluate all proposed expenditures. Specifically only those capital projects that are critical, time sensitive and benefit the town can be supported during these financially trying times.

The following are vital public service expenditures addressed by the Committee:

- (1) Positive vote and support for the newly formed Monomoy Regional School District.
- (2) Planning, permitting and construction of a waste water management project. Currently, the entire scope and timing are under development. The cost, while being evaluated, is unknown but is expected to be significant.
- (3) Continued funding of harbor dredging and infrastructure. Costs being evaluated are substantial and continual expenditures are required.

- (4) Supported to change town charter which would simplify annual reporting of the Seven-Year Capital Outlay Plan. Financial changes and requirements of future expenditures need a better degree of understanding by residents of Harwich.

Financing of these major projects will be through debt exclusions, however, the individual's tax will be impacted. The Committee continues to review, evaluate and monitor financial impacts which necessitate cost containment throughout the Town.

Our continued thanks to James Merriam, Town Administrator; David Ryan, Town Finance Director; and Linda Cebula, Selectman-Liaison, whose support and efforts are greatly appreciated.

Respectfully submitted,

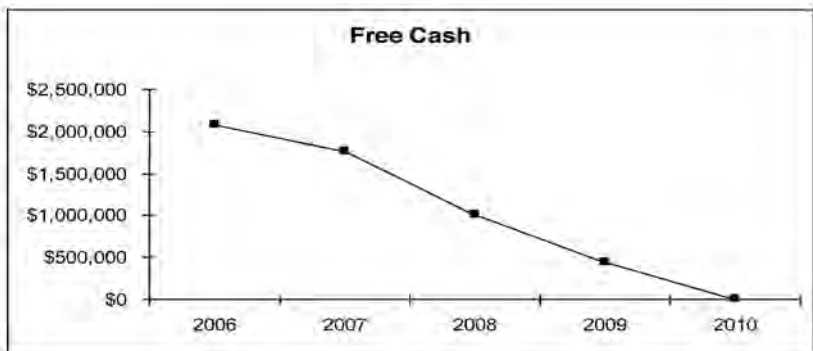
Arthur Watson, *Chairman*
Christopher Harlow, *Vice Chairman*
Robert George
Richard Larios
Joseph McParland
Bruce Nightingale
Peter Wall
Linda Cebula, *Selectman-Liaison*

Report of the Finance Committee

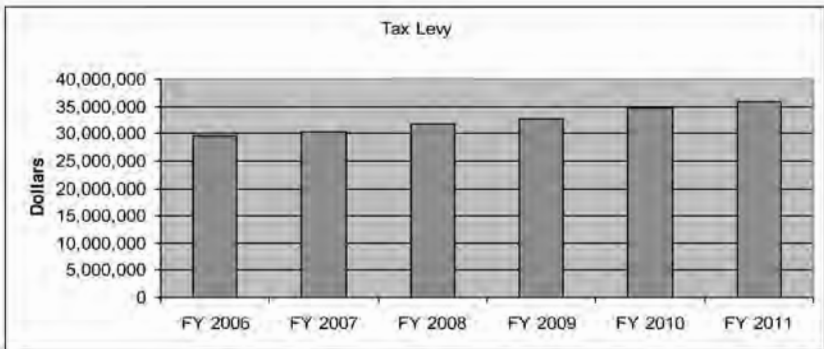
The Finance Committee provides an independent review of financial and other matters which affect the Town of Harwich, and approves reserve fund transfer requests. It further votes to recommend articles as presented in both regular and special town meetings. The committee conducts regular meetings during the course of the year, and all are open to the public; the committee encourages public participation in the business of the town.

During FY2011, the Finance Committee met only in open public sessions, approximately 25 times, including departmental budget reviews, review of town meeting articles, as well as attending various Board of Selectmen meetings and town department/committee/board/commission meetings.

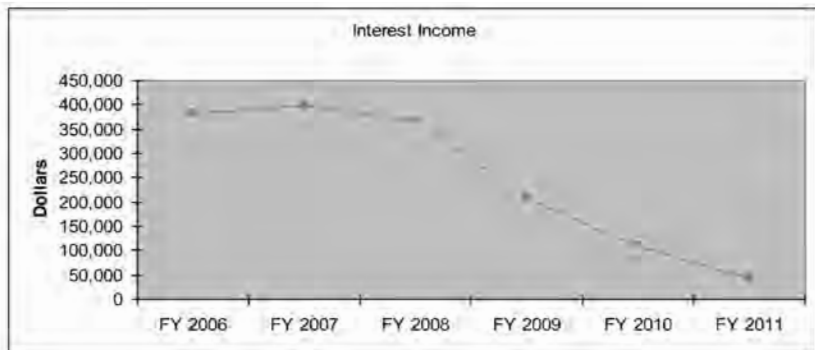
The wide spread economic decline and further reductions in local aid from the Commonwealth coupled with increases in expenditures for current levels of services are creating stress on the ability of the town to fund its expenditures while staying within the guidelines of Prop 2 ½. The tighter the available funding, the less money becomes available for funding of articles, the "Free Cash" element of town meeting. Free cash (unappropriated funding) was certified for the past several fiscal years as follows: 2006: \$2.080 million; 2007: \$1.766 million; 2008: \$1.008 million; 2009: \$442,448; and 2010: \$1,535. Free cash for FY11 has not yet been certified. No one expects the level of free cash to reverse this downward trend, and, consequently, there will continue to be less and less funding available for articles.



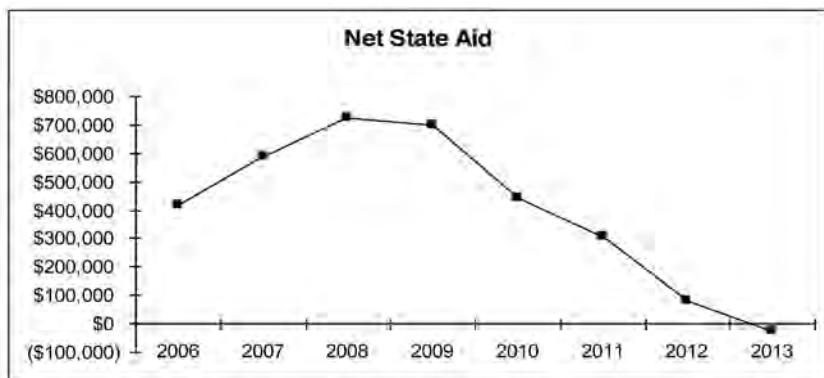
Meanwhile, the tax levy continues to grow at the highest rate allowed by Proposition 2 ½.



And interest income has dwindled from \$380,510 in FY2006 to less than \$43,000 in FY2011.



There is little expectation that state aid will increase for the next fiscal year; the expectation is additional reductions. Over the past several fiscal years, net state aid has been declining, and recently dramatically so: 2006: \$415,618; 2007: \$587,785; 2008: \$724,426; 2009: \$699,470; 2010: \$444,856; 2011: \$305,626; 2012: \$82,015; (est.) 2013: (\$25,566). Please note the town estimates that it will owe the state in FY2013.



The most recent Five Year Plan indicates that these stresses on the town finances will not ease. Challenging times will likely persist for some years to come. We will probably need to consider regionalization of certain operations, outsourcing, reduced services, increased taxes, shared services with other communities, and improving operational efficiencies.

Our Town Department Heads will be called upon to do more with less and the Finance Committee anticipates that they will come through. Our residents may, as a last resort, be called upon to accept reduced services if they wish to avoid overrides. We all need to be supportive of our town finance team and the Board of Selectmen as they seek to balance needs with available funding.

Special thanks to James Merriam (Town Administrator), David Ryan (Director of Finance), Town Department Heads and other Town committees for providing our committee with their insight and timely and substantive information. The positive relationship between the Board of Selectmen and the Finance Committee has truly made financial management a team effort.

Respectfully Submitted,

Harwich Finance Committee

Albert C. "Skip" Patterson, *Chair*

Richard Larios, *Vice Chair*

Dana DeCosta

Noreen Donahue

Pam Groswald

Jon Idman

William Greenwood

Arthur F. "Pete" Watson Jr.

Laurie Gillespie-Lee, *Recording Secretary*

With thanks to Peter Hughes, Brian Widegren, and Tammy Taylor, Recording Secretary, for their dedicated service on this committee.

Report of the **Finance Director/Town Accountant**

To the Honorable Board of Selectmen and Citizens of the Town of Harwich

In accordance with section 61 of chapter 41 of the General Laws of the Commonwealth, I present the following financial statements for the fiscal year ended June 30, 2011:

Schedule

- **Balance Sheet (All Government Funds)**
- **General Fund Revenues**
- **Total Revenues, Expenditures & Fund Balances,
Special Revenues, Capital, Enterprise & Trust Funds**
- **Appropriations and Expenditures; Budget and Articles
(General Fund)**
- **General Long Term Obligations**
- **Fixed Assets**

I would like to extend my thanks to the Board of Selectmen, Town Administrator, Deputy Assessor, Treasurer/Collector and Information System Director for their combined efforts and support in accomplishing the goals set for Fiscal Year 2011. In addition I thank the Finance Committee, Capital Outlay Committee, The Water Commissioners and Superintendent for their continue support.

I would especially like to thank my assistants Diane Silva and Wendy Tulloch for their hard work and support throughout the year. If there is additional information you need, please feel free to call me at Town Hall.

Very truly yours,

David L. Ryan
Finance Director/Town Accountant
Town of Harwich

TOWN OF HARWICH, MASSACHUSETTS
COMBINED BALANCE SHEET- ALL FUNDS AND ACCOUNT GROUPS
JUNE 30, 2011

	GOVERNMENTAL FUND TYPES					FIDUCIARY FUND TYPES	ACCOUNT GROUPS		ACCOUNT GROUPS		COMBINED TOTALS (MEMORANDUM) ONLY
	GENERAL FUND	SPECIAL REVENUE	CAPITAL PROJECT	ENTERPRISE FUND	GENERAL OBLIGATIONS GROUP		GENERAL CAPITAL ASSETS NET OF ACCU. DEPRECIATION				
ASSETS											
CASH AND SHORT-TERM INVESTMENTS	\$ 7,897,075	\$ 4,432,298	\$ 839,130	\$ 1,618,794	\$ 2,459,784		-	-	-	17,247,081	
RECEIVABLES:											
REAL ESTATE & PERSONAL PROPERTY	528,145	46,801	-	-	-		-	-	-	574,946	
REAL ESTATE TAX LIENS/DEFERRED	1,929,671	-	-	-	-		-	-	-	1,929,671	
MOTOR VEHICLE AND BOAT EXCISE	148,407	-	-	-	-		-	-	-	148,407	
INTERGOVERNMENTAL	-	-	-	-	-		-	-	-	-	
SEPTIC/ BETTERMENTS LOANS RECEIVABLE	-	172,067	-	-	-		-	-	-	172,067	
OTHER(Ambulance, Disposal,Misc.& Etc.)	1,242,936	426,302	-	119,227	26,986		-	-	-	1,815,452	
CAPITAL ASSETS, NET OF DEPRECIATION											
INVENTORY	-	-	-	-	-		-	-	94,967,742	94,967,742	
	-	163,542	-	-	-		-	-	-	163,542	
INVESTMENTS	-	-	-	-	290,351		-	-	-	290,351	
MSBA	4,586,115	-	-	-	-		-	-	-	4,586,115	
CHAPTER 90	1,705,023	-	-	-	-		-	-	-	1,705,023	
DUE FROM OTHER FUNDS	-	-	-	-	-		-	-	-	-	
TAX FORECLOSURES	224,899	-	-	-	-		-	-	-	224,899	
LANDFILL/ COMP & AUTH. UNISSUED	-	-	-	-	-		-	-	-	1,705,640	
AMOUNT TO BE PROVIDED FOR RETIREMENT OF LONG TERM DEBT	-	-	-	-	-		-	-	-	-	
	-	-	-	-	-		-	-	39,777,990	39,777,990	
TOTAL ASSETS											
	\$ 18,262,271	5,241,011	839,130	1,738,021	2,777,121		41,483,630	94,967,742	\$ 166,308,927		

1/18/2012

1/18/2012

TOWN OF HARWICH, MASSACHUSETTS
COMBINED BALANCE SHEET - ALL FUNDS AND ACCOUNT GROUPS
JUNE 30, 2011

GOVERNMENTAL FUND TYPES									
	GENERAL FUND	SPECIAL REVENUE	CAPITAL PROJECT	ENTERPRISE FUND	FIDUCIARY FUND TYPES	ACCOUNT GROUPS	ACCOUNT		COMBINED TOTALS (MEMORANDUM) ONLY
						GENERAL LONG-TERM OBLIGATIONS GROUP	GENERAL CAPITAL ASSETS NET OF ACCU. DEPRECIATION		
LIABILITIES & FUND EQUITY									
LIABILITIES:									
	\$	8,835	-	-	-	-	-	-	8,835
ACCOUNTS PAYABLE									
WARRANTS PAYABLE	2,263,719	-	-	-	-	-	-	-	2,263,719
RESERVE FOR ABATEMENTS	699,572	-	-	-	-	-	-	-	699,572
TAILINGS	71,539	-	-	-	-	-	-	-	71,539
GUARANTEE DEPOSITS	20,118	-	-	-	-	-	-	-	20,118
OTHER LIAB.(PR. WH,)	397,000	-	-	1,875	9,538	-	-	-	408,414
DEFERRED REVENUE	9,163,956	645,171	-	119,227	26,986	-	-	-	9,955,340
SEPTIC LOANS	-	-	-	-	-	-	-	-	-
DUE TO OTHER FUNDS	-	-	-	-	-	-	-	-	-
LANDFILL COMP & AUTH. UNISSUED	-	-	-	-	-	1,705,640	-	-	1,705,640
DEPOSITS	903	-	-	-	-	-	-	-	903
BONDS AND NOTES PAYABLE	-	-	1,500,000	-	-	39,777,990	-	-	41,277,990
TOTAL LIABILITIES	12,625,641	645,171	1,500,000	121,102	36,525	41,483,630	-	-	56,412,070
FUND EQUITY (DEFICIT):									
ENCUMBRANCES	2,579,592	61,573	-	244,753	-	-	-	-	2,885,918
INVESTED IN CAPITAL ASSETS NET	-	-	-	-	-	-	-	94,967,742	94,967,742
RESERVED FOR EXPENDITURES	1,450,184	-	-	-	-	-	-	1,450,184	1,450,184
RESERVED SCHOOL PURCHASE ORDERS	697,706	-	-	-	-	-	-	-	697,706
OVERLAY SURPLUS	-	-	-	-	-	-	-	-	-
RESERVED -(SNOW & ICE REMOVAL)	-	-	-	-	-	-	-	-	-
RESERVED FOR COURT JUDGEMENT	-	-	-	-	-	-	-	-	-
RESERVED FOR CPC OPEN SPACE	-	242,235	-	-	-	-	-	-	242,235
RESERVED FOR CPC HISTORIC	-	92,226	-	-	-	-	-	-	92,226
RESERVED FOR CPC COMMUNITY HOUSING	-	259,616	-	-	-	-	-	-	259,616
RESERVED FOR INVENTORY	-	163,542	-	-	-	-	-	-	163,542
RESERVED FOR INVESTMENTS	-	-	-	-	290,351	-	-	-	290,351
UNRESERVED FUND BALANCE	909,147	3,776,648	(660,870)	1,372,165	2,450,246	-	-	-	7,847,336
TOTAL FUND BALANCES	5,636,630	4,595,840	(660,870)	1,616,918	2,740,596	-	-	94,967,742	108,896,856
TOTAL LIABILITIES AND FUND EQUITY	\$ 18,262,271	5,241,011	839,130	1,738,021	2,777,121	41,483,630	-	94,967,742	\$ 165,308,927
1/18/2012									

1/16/2012

Town of Harwich
General Fund Revenues
FY 2011

<u>FY 2011</u>				%
<u>01 GENERAL FUND</u>	<u>BUDGET</u>	<u>ACTUAL</u>	<u>Variance</u>	
100004 GENERAL				
497000 INTERFUND TRANSFER IN	2,172,930.48	2,172,930.48		0.00%
432029 PRIOR YEAR RECOVERY	-	1,808.92		
458901 MEDICAID	100,000.00	121,066.26		17.40%
481005 CC REG TECH FEE (RESOURCE OFF)	21,013.00	20,000.00		-5.07%
484010 WORKERS COMP RECOVERY	-	11,481.65		
484199 JURY/MILITARY DUTY	-	50.00		0.00%
	121,013.00	144,465.74		16.23%
011224 SELECTMEN - REV				
432003 PHOTOCOPIES	15.00	-		
436005 FRANCHISE FEES	464.00	-		
436008 OLD REC BLDG/JR THEATRE LEASE	-	266.04		100.00%
436009 FISH SHANTY LEASES	-	5.00		100.00%
441000 LIQUOR LICENSES	63,152.00	67,878.00		6.96%
442001 HOTEL, MOTEL, INN	900.00	1,000.00		10.00%
442003 CABLE	4,128.00	4,160.64		0.78%
442004 JUNK COLLECTOR/RUBBISH HAULER	490.00	420.00		-16.67%
442005 USED CAR DEALER	1,100.00	2,500.00		56.00%
442006 AMUSEMENT DEVICE LICENSE	700.00	1,100.00		36.36%
442008 TAXI/LIMO LICENSE	145.00	-		
442009 ENTERTAINMENT LICENSE	3,055.00	2,585.00		-18.18%
442010 MOTION PICTURE LICENSE	900.00	900.00		0.00%
442012 COMMON VICTUALLER LICENSE	2,400.00	2,150.00		-11.63%
442013 OTHER FOOD SERVICE LICENSE	23,946.00	15,187.00		-57.67%
445001 SHELLFISH PERMITS	60.00	-		
445005 MISC LICENSES/PERMITS	40.00	(3,940.00)		101.02%
483001 DEEDS TAX	-	6,120.00		100.00%
484099 MISCELLANEOUS REVENUE	155.00	-		0.00%
	101,650.00	100,331.68		-1.31%
011414 ASSESSORS - REV				
432003 PHOTOCOPIES	2,380.00	1,403.40		-69.59%
432045 ABUTTERS FEES	8,134.00	7,308.00		-11.30%
461100 CH SHT LOSS TAX ST OWNED LAND	75,896.00	75,896.00		0.00%
461400 ABATE VETS/BLIND/SURV SPOUSE	133,914.00	171,927.00		22.11%
461600 CH SHT ELDERLY ABATEMENTS	-	41,214.00		100.00%
462100 CH SHT SCHOOL AID CHAPTER 70	1,726,707.00	1,726,707.00		0.00%
463000 CH SHT SCHOOL CONSTRUCTION	993,195.00	993,195.00		0.00%
463600 CH SHT ADDITIONAL STATE AID	-	91,084.00		100.00%
467100 CH SHT LOTTERY, BEANO, CHARITY	364,333.00	273,249.00		-33.33%
467300 CHARTER SCHOOL REIMBURSEMENT	40,143.00	49,384.00		18.71%
469901 HOTEL TAX	412,090.00	446,821.47		7.77%
469906 MEALS TAX	250,000.00	220,685.42		-13.28%
	4,006,792.00	4,098,874.29		2.25%
011454 TREASURER - REV				
432003 PHOTOCOPIES	35.00	-		
432007 BOUNCED CHECK FEE	2,500.00	1,233.19		-102.73%
480999 MISCELLANEOUS UNIDENTIFIED	728.00	-		
482001 INVESTMENT REVENUE	150,000.00	42,878.30		-249.83%
482011 INTEREST SEPTIC LOANS	-	534.73		100.00%
484099 MISCELLANEOUS REVENUE	-	41.48		100.00%
	153,263.00	44,687.70		-242.96%
011464 COLLECTOR - REV				
411007 PERSONAL PROPERTY TAX FY07	-	71.03		100.00%

Town of Harwich
General Fund Revenues
FY 2011

FY 2011			%
01 GENERAL FUND	BUDGET	ACTUAL	Variance
411009 PERS PROPERTY FY 09	-	1,386.16	100.00%
411010 PERSONAL PROPERTY TAX FY10	-	3,693.65	100.00%
411011 PERSONAL PROPERTY TAX FY 2011	494,010.00	478,888.46	-3.16%
411012 PERSONAL PROPERTY TAX FY 2012	-	1,092.77	100.00%
411999 PERSONAL PROP BLANKET ABATES	-	358.47	100.00%
412010 REAL ESTATE TAX FY 10	-	293,432.52	100.00%
412011 REAL ESTATE TAX FY 2011	35,325,077.00	34,430,934.29	-2.60%
412012 REAL ESTATE TAX FY 2012	-	90,333.94	100.00%
414200 TAX TITLES REDEEMED	12,300.00	284,081.86	95.67%
414400 DEFERRED TAXES REDEEMED	-	71,262.07	100.00%
414704 SEPTIC BETTERMENT TAX	-	11,641.93	100.00%
415005 MOTOR VEHICLE TAX REV 2005	-	1,176.57	100.00%
415006 MOTOR VEHICLE EXCISE TAX 2006	-	975.10	100.00%
415007 MOTOR VEHICLE TAX FY 07	-	1,375.95	100.00%
415008 MOTOR VEHICLE TAX FY08	-	2,168.12	100.00%
415009 MOTOR VEHICLE FY 09	-	10,192.92	100.00%
415010 MOTOR VEHICLE EXCISE TAX FY10	-	211,749.24	100.00%
415011 MOTOR VEHICLE EXC TX FY 2011	1,591,763.00	1,319,965.16	-20.59%
415999 MOTOR VEHICLE BLANKET ABATES	-	1,435.40	100.00%
416107 BOAT EX TAX FY 07	-	12.50	100.00%
416108 BOAT EXCISE FY 08	-	5.75	100.00%
416109 FY 09 BOAT	-	142.99	100.00%
416110 BOAT EXCISE TAX FY2010	-	679.83	100.00%
416111 BOAT EXCISE TAX FY 2011	25,500.00	23,318.11	-9.36%
417001 PEN & INT REAL ESTATE TAXES	100,297.00	86,394.04	-16.09%
417002 PEN & INT PERS PROP TAXES	3,697.00	16,000.13	76.89%
417003 PEN & INT MV EXCISE TAXES	77,276.00	91,106.11	15.18%
417004 PEN & INT BOAT EXCISE TAXES	2,123.00	4,197.37	49.42%
417005 PEN & INT TAX TITLE	40,871.00	95,652.69	57.27%
417006 PEN & INT DEFERRED TAXES	5,561.00	28,766.63	80.67%
417010 PEN & INT SEPTIC BETTERMENT	-	78.06	100.00%
417013 INTEREST CPC	3,150.00	1,931.10	-63.12%
418001 IN LIEU OF TAXES LOCAL	48,329.00	52,430.46	7.82%
432001 COLLECTORS FEES & CHARGES	450.00	621.00	27.54%
432003 PHOTOCOPIES	99.00	19.48	-408.21%
432008 MARKING FEES	13,658.00	14,340.00	4.76%
432009 MUNICIPAL LIEN CERTIFICATES	30,245.00	23,225.00	-30.23%
484001 R E TAX HOLDING ACCT	-	110.57	100.00%
484099 MISCELLANEOUS REVENUE	-	414.92	100.00%
	37,774,406.00	37,639,443.25	-0.36%
011614 TOWN CLERK - REV			
432003 PHOTOCOPIES	529.00	527.50	-0.28%
432011 DOG LICENSES	11,000.00	12,970.00	15.19%
432012 FISH/GAME FEES	300.00	74.65	-301.88%
432039 UTILITY POLES	40.00	40.00	0.00%
442017 BIRTH, MARRIAGE, DEATH CERT	16,595.00	18,660.00	11.07%
442018 BUSINESS CERTIFICATE	3,770.00	4,210.00	10.45%
445002 RAFFLE PERMIT	120.00	80.00	-50.00%
445007 GASOLINE STORAGE	325.00	450.00	27.78%
445015 BURIAL PERMITS	1,290.00	1,400.00	7.86%
477000 NON CRIMINAL FINES FIRE	125.00	-	
477001 NON CRIMINAL FINES POLICE	100.00	650.00	84.62%
477002 NON CRIMINAL FINES HEALTH	75.00	150.00	50.00%
477006 NON CRIMINAL FINES HARBOR	-	100.00	100.00%
477007 NON CRIMINAL FINES CONSERVATIO	850.00	300.00	-183.33%

Town of Harwich
General Fund Revenues
FY 2011

FY 2011			%
01 GENERAL FUND	BUDGET	ACTUAL	Variance
	35,119.00	39,612.15	11.34%
011714 CONSERVATION - REV			
432038 GARDEN PLOTS	3,220.00	2,850.00	-12.98%
436003 BOG LEASE	8,200.00	4,546.00	-80.38%
437001 HEARINGS	7,975.00	6,325.00	-26.09%
484099 MISCELLANEOUS REVENUE	500.00	5,615.45	91.10%
	19,895.00	19,336.45	-2.89%
011744 TOWN PLANNER - REV			
432003 PHOTOCOPIES	436.00	22.50	-1837.78%
432040 PLANNING LOCAL FILING FEE	5,794.00	10,768.81	46.20%
437001 HEARINGS	9,825.00	14,891.82	34.02%
445005 MISC LICENSES/PERMITS	1,000.00	1,600.00	37.50%
	17,055.00	27,283.13	37.49%
011764 BOARD OF APPEALS - REV			
437001 HEARINGS	7,600.00	12,400.00	38.71%
	7,600.00	12,400.00	38.71%
012104 POLICE - REV			
432015 POLICE ADMINISTRATION FEES	16,342.00	14,942.50	-9.37%
432016 POLICE INSURANCE CO FEES	1,994.00	1,762.75	-13.12%
432017 USE OF CRUISER POLICE	2,570.00	3,120.00	17.63%
432050 POLICE FALSE ALARM FEES	-	1,750.00	100.00%
442008 TAXI/LIMO LICENSE	1,490.00	960.00	-55.21%
445003 GUN PERMITS	4,688.00	4,212.50	-11.29%
468000 REG OF MV FINES	17,346.00	16,622.50	-4.35%
469501 COURT FINES	10,150.00	2,940.00	-245.24%
477004 PARKING VIOLATIONS	5,845.00	6,395.00	8.60%
477005 RESTITUTION	158.00	-	
484099 MISCELLANEOUS REVENUE	-	30.00	100.00%
	60,583.00	52,735.25	-14.88%
012204 FIRE - REV			
432003 PHOTOCOPIES	204.00	171.00	-19.30%
432018 FIRE INSPECTIONS	25,647.00	30,660.00	16.35%
445005 MISC LICENSES/PERMITS	-	2,740.00	100.00%
445006 BURNING PERMITS	-	4,351.00	100.00%
445007 GASOLINE STORAGE	1,850.00	830.00	-122.89%
484099 MISCELLANEOUS REVENUE	2,380.00	3,625.00	34.34%
	30,081.00	42,377.00	29.02%
012314 AMBULANCE - REV			
437000 AMBULANCE FEES	1,050,000.00	1,053,485.70	0.33%
437010 AMBULANCE COLLECTOR	1,336.00	-	
	1,051,336.00	1,053,485.70	0.20%
012414 BUILDING - REV			
432003 PHOTOCOPIES	1,223.00	1,138.25	-7.45%
432019 BUILDING INSPECTION	3,939.00	4,679.00	15.82%
432048 BUILDING APPLICATION FEES	-	16,000.00	100.00%
445005 MISC LICENSES/PERMITS	15,710.00	100.00	-15610.00%
455008 BUILDING PERMITS	130,000.00	157,787.55	17.61%
455009 SIGN PERMITS	2,250.00	3,300.00	31.82%
455010 DEMO PERMITS	1,100.00	950.00	-15.79%
455011 RENTAL DENSITY PERMIT	800.00	1,300.00	38.46%
455012 TRENCH EXCAVATING PERMITS	-	200.00	100.00%
484099 MISCELLANEOUS REVENUE	650.00	100.00	-550.00%
	155,672.00	185,554.80	16.10%

Town of Harwich
General Fund Revenues
FY 2011

FY 2011			%
01 GENERAL FUND	BUDGET	ACTUAL	Variance
012424 GAS INSPECTION - REV			
432020 GAS INSPECTION	20,000.00	24,820.00	19.42%
	20,000.00	24,820.00	19.42%
012434 PLUMBING			
432021 PLUMBING INSPECTION	28,500.00	37,565.00	24.13%
	28,500.00	37,565.00	24.13%
012454 ELECTRICAL REVENUE			
432023 ELECTRICAL INSPECTION	23,750.00	51,842.00	54.19%
	23,750.00	51,842.00	54.19%
014224 MISC PERMITS			
455012 TRENCH EXCAVATING PERMITS	-	2,850.00	100.00%
	-	2,850.00	100.00%
014394 WASTE DISPOSAL REVENUE			
424701 DISPOSAL AREA STICKERS	609,000.00	697,700.00	12.71%
424702 DISPOSAL REGULAR FEES	388,500.00	420,726.30	7.66%
424703 DISPOSAL COMMERCIAL FEES	468,300.00	385,272.85	-21.55%
427010 RECYCLE NEWSPAPER	30,000.00	51,435.89	41.67%
427011 RECYCLE BOTTLES	5,000.00	12,201.20	59.02%
427012 RECYCLE OTHER ITEMS	3,546.00	3,477.80	-1.96%
427013 RECYCLE METAL	65,000.00	96,767.56	32.83%
	1,569,346.00	1,667,581.60	5.89%
014914 CEMETERY ADMINISTRATION REV			
487000 GROUND RADAR SERVICE	-	3,526.84	100.00%
	-	3,526.84	100.00%
015104 BOARD OF HEALTH			
432003 PHOTOCOPIES	1,531.00	1,870.00	18.13%
432025 TEST HOLES	11,400.00	13,900.00	17.99%
432037 FLU CLINIC FEES	1,000.00	725.00	-37.93%
442001 HOTEL, MOTEL, INN	375.00	525.00	28.57%
442002 STABLE	840.00	1,120.00	25.00%
442004 JUNK COLLECTOR/RUBBISH HAULER	500.00	500.00	0.00%
442007 MASSAGE LICENSE	1,100.00	-	
442013 OTHER FOOD SERVICE LICENSE	11,025.00	16,425.00	32.88%
442014 TOBACCO LICENSE	1,100.00	1,100.00	0.00%
442015 FUNERAL DIRECTOR LICENSE	150.00	150.00	0.00%
445005 MISC LICENSES/PERMITS	7,825.00	7,225.00	-8.30%
445010 SEPTAGE CARRIER	3,530.00	3,850.00	8.31%
445011 SEWERAGE PERMITS	26,144.00	24,905.00	-4.97%
445012 WELL PERMITS	1,650.00	1,000.00	-65.00%
445027 SWIMMING POOL	2,100.00	3,200.00	34.38%
445029 HEALTH INSPECTION FEES	18,900.00	24,900.00	24.10%
484099 MISCELLANEOUS REVENUE	4,250.00	5,863.35	27.52%
	93,420.00	107,258.35	12.90%
015394 CHANNEL 18 TELEVISION STATION			
432041 VIDEO TAPE COPIES	50.00	129.00	61.24%
	50.00	129.00	61.24%
015404 COMMUNITY CENTER REVENUE			
432003 PHOTOCOPIES	-	20.00	100.00%
432044 PROGRAM FEES	1,665.00	1,873.00	11.11%
432049 PASSPORT FEES	2,500.00	4,505.00	44.51%
436004 BUILDING USE	9,110.00	15,955.00	42.90%
484098 COM CENTER WEIGHT ROOM USE	35,000.00	34,366.00	-1.84%
	48,275.00	56,719.00	14.89%

Town of Harwich
General Fund Revenues
FY 2011

<u>FY 2011</u>			
<u>01 GENERAL FUND</u>	<u>BUDGET</u>	<u>ACTUAL</u>	<u>% Variance</u>
<u>015414 COUNCIL ON AGING REVENUE</u>			
432044 PROGRAM FEES	<u>8,280.00</u>	<u>8,295.00</u>	0.18%
447003 LIBRARY FINES	12,000.00	8,750.46	-37.14%
484099 MISCELLANEOUS REVENUE	<u>-</u>	<u>815.84</u>	100.00%
	<u>12,000.00</u>	<u>9,566.30</u>	-25.44%
<u>016304 RECREATION & YOUTH REVENUE</u>			
432030 SUMMER PROGRAM FEES	16,098.00	14,615.00	-10.15%
432044 PROGRAM FEES	2,275.00	3,175.00	28.35%
436004 BUILDING USE	-	265.00	100.00%
445013 BEACH STICKERS	199,555.00	241,673.00	17.43%
	<u>30,000.00</u>	<u>37,225.00</u>	19.41%
	<u>247,928.00</u>	<u>296,953.00</u>	16.51%
<u>016334 HARBORMASTER REVENUE</u>			
432042 MOORING AGENT FEES	800.00	400.00	-100.00%
436000 WHARFAGE	750,673.00	799,651.23	6.12%
436001 HARBOR FUEL CONCESSION	7,200.00	6,798.03	-5.91%
436002 ALLEN HARBOR PARKING RENTAL	13,689.00	15,092.50	9.30%
445001 SHELLFISH PERMITS	<u>7,000.00</u>	<u>6,758.00</u>	-3.58%
	<u>779,362.00</u>	<u>828,699.76</u>	5.95%
<u>016914 HISTORIC COMM REVENUE</u>			
437001 HEARINGS	<u>-</u>	<u>50.00</u>	100.00%
<u>016954 GOLF OPERATIONS REVENUE</u>			
432032 DRIVING RANGE	60,500.00	51,831.50	-16.72%
432033 PULL CARTS	11,496.00	7,722.36	-48.87%
432034 RESIDENTS FEES	600,937.00	586,680.00	-2.43%
432035 CAR RENTAL	200,000.00	186,179.37	-7.42%
432046 NON-RESIDENT GOLF MEMBERS	110,188.00	88,765.00	-24.13%
432047 GOLF RANGE MEMBERSHIPS	<u>13,275.00</u>	<u>4,480.00</u>	-196.32%
	<u>1,731,396.00</u>	<u>1,625,897.88</u>	-6.49%
GRAND TOTAL	<u>\$ 50,269,702.48</u>	<u>\$ 50,355,271.35</u>	<u>0.17%</u>

Town of Harwich
Combining Balance Sheet
Special Revenues
Year End June 30, 2011

FY 2011
Special Revenues

	1101	1102	1103	1106	1107	1110	1114	1115
	Fed Blk. Grt.	PD Safety	Small Cities	Wychmere	Emergency	COPS School	HDSP Housing	Elder Ser.
	Police	Vests	Grant	Harbor	Animal	Grant	Grant	Grant
Combined								
Total								
Cash	580.62	1,610.00	184.88	4,220.34	242.06	3,521.03	0.11	1,142.82
Receivables:								
Inventory	645,171.16							
	163,541.87							
Total assets	580.62	1,610.00	184.88	4,220.34	242.06	3,521.03	0.11	1,142.82
Warrants payable	-							
Accounts Payable	-							
Res. CPC Open Space	242,235.43							
Res. CPC Historic	92,226.00							
Res. Housing	259,616.00							
Deferred revenue	645,171.16							
Res. for Inventory	163,541.87							
Res. Prior year encum.	61,572.51							
Fund Balance	580.62	1,610.00	184.88	4,220.34	242.06	3,521.03	0.11	1,142.82
Total Liab. & FB	580.62	1,610.00	184.88	4,220.34	242.06	3,521.03	0.11	1,142.82
Revenue	-	-	-	-	-	-	-	-
Expenditures	6,005,133.64	40,348.00						
	3,862,071.82	40,348.00						
Transfers in	-							
Transfers out	100,000.00							
	2,311,930.48							
Net change	(68,868.66)	-	-	-	-	-	-	-
Beg. fund balance	580.62	1,610.00	184.88	4,220.34	242.06	3,521.03	0.11	1,142.82
End. fund balance	580.62	1,610.00	184.88	4,220.34	242.06	3,521.03	0.11	1,142.82

Town of Harwich
Combining Balance Sheet
Special Revenues
Year End June 30, 2011

FY 2011 Special Revenues	1122	1150	1152	1153	1154	1156	1159	1163	1167
	FEMA Fire/EMS	Title I	Chapter 2	PL 94-142	Early Integration	Class Size Red. Grant	Improve Ed Quality	Mental Hlth Support	Title I Carryover
Cash	3,909.27	61,698.10		27,993.66	0.03	0.06	10,323.26	600.00	6,252.20
Receivables:									
Inventory	220,115.00								
Total assets	224,024.27	61,698.10	-	27,993.66	0.03	0.06	10,323.26	600.00	6,252.20
Warrants payable									
Accounts Payable									
Res. CPC Open Space									
Res. CPC Historic									
Res. Housing									
Deferred revenue	220,115.00								
Res. for Inventory		49,305.67					636.25		4,383.10
Res. Prior year encum.		12,392.43			0.03	0.06	9,687.01	600.00	1,869.10
Fund Balance	3,909.27			27,993.66					
Total Liab. & FB	224,024.27	61,698.10	-	27,993.66	0.03	0.06	10,323.26	600.00	6,252.20
Revenue	7,188.00	181,156.00	38,177.00	348,280.00	9,024.00	5,008.26	50,357.00	600.00	16,012.00
Expenditures	3,278.73	129,613.43	38,177.00	338,047.87	13,835.98	5,008.26	68,416.53		14,930.64
Transfers in									
Transfers out									
Net change	3,909.27	51,542.57	-	10,232.13	(4,811.98)	-	(18,059.53)	600.00	1,081.36
Beg. fund balance		10,155.53	-	17,761.53	4,812.01	0.06	28,382.79		5,170.84
End. fund balance	3,909.27	61,698.10	-	27,993.66	0.03	0.06	10,323.26	600.00	6,252.20

Town of Harwich
Combining Balance Sheet
Special Revenues
Year End June 30, 2011

FY 2011 Special Revenues	1169	1174	1176	1177	1178	1179	1180	1181	1182
	DOE Rollover	Federal ARRA	Federal EEO Pre Sch	Coord. Family Grant	ARRA Grant	Prog/Prac Support	Safe & Drug Free School	Regional Planning	ARRA (SFSF) 780FY11
Cash	27,349.00	3,376.04	0.05	296.26	899.00	-	78.00	11.99	-
Receivables: Inventory									
Total assets	27,349.00	3,376.04	0.05	296.26	899.00	-	78.00	11.99	-
Warrants payable									
Accounts Payable									
Res. CPC Open Space									
Res. CPC Historic									
Res. Housing									
Deferred revenue									
Res. for Inventory	-								
Res. Prior year encum.	27,349.00	3,376.04	0.05	296.26	899.00	-	78.00	11.99	-
Fund Balance									
Total Liab. & FB	27,349.00	3,376.04	0.05	296.26	899.00	-	78.00	11.99	-
Revenue	38,191.00	178,654.00	6,961.00	40,194.00	62,406.00	-	1,378.00	25,442.00	9,270.00
Expenditures	33,188.39	175,277.96	6,960.95	40,050.66	69,926.00	497.51	1,300.00	25,430.01	9,270.00
Transfers in									
Transfers out									
Net change	5,002.61	3,376.04	0.05	143.34	(7,520.00)	(497.51)	78.00	11.99	-
Beg. fund balance	22,346.39	-	-	152.92	8,419.00	497.51	-	-	-
End. fund balance	27,349.00	3,376.04	0.05	296.26	899.00	-	78.00	11.99	-

Town of Harwich
Combining Balance Sheet
Special Revenues
Year End June 30, 2011

FY 2011
Special Revenues

	1183	1184	1185	1186	1199	1201	1202	1203	1206
	<u>Race to the TOP</u>	<u>SVC Learning</u>	<u>Old Wharf ARRA</u>	<u>Wychmere ARRA</u>	<u>FEMA Recovery</u>	<u>State Septic Grant</u>	<u>Pump Out Boat</u>	<u>Cove Road Drainage</u>	<u>Coastal Access</u>
Cash	15,862.00	2,500.00	(18,446.43)	(75.00)	51,950.28	71,625.56	37,450.04	10,702.00	53.68
Receivables:						39,071.15			
Inventory									
Total assets	15,862.00	2,500.00	(18,446.43)	(75.00)	51,950.28	110,696.71	37,450.04	10,702.00	53.68
Warrants payable									
Accounts Payable									
Res. CPC Open Space									
Res. CPC Historic									
Res. Housing									
Deferred revenue									
Res. for Inventory									
Res. Prior year encum.									
Fund Balance	15,862.00	2,500.00	(18,446.43)	(75.00)	51,950.28	71,625.56	37,450.04	10,702.00	53.68
Total Liab. & FB	15,862.00	2,500.00	(18,446.43)	(75.00)	51,950.28	110,696.71	37,450.04	10,702.00	53.68
Revenue	15,862.00	2,500.00	-	-	-	-	-	-	-
Expenditures	-	-	18,446.43	75.00	34,421.49	6,679.88	38,181.84	731.80	-
Transfers in	-	-	-	-	-	-	-	-	-
Transfers out	-	-	-	-	14,365.00	-	-	-	-
Net change	15,862.00	2,500.00	(18,446.43)	(75.00)	20,056.49	6,679.88	37,450.04	-	-
Beg. fund balance	-	-	-	-	31,893.79	64,945.68	-	10,702.00	53.68
End. fund balance	15,862.00	2,500.00	(18,446.43)	(75.00)	51,950.28	71,625.56	37,450.04	10,702.00	53.68

Town of Harwich
Combining Balance Sheet
Special Revenues
Year End June 30, 2011

	1207	ECOPS - State Grant	1208 CH 637 Hiway St. Grant	1209 Vet Grave Repair	1210 Elder Affairs St. Grant	1211 Dare State Grant	1213 Fire Safety Grant	1214 Pol Highway Safety	1216 Nat Resources Volunteer	1217 Police Safety Equipment
Cash	1,406.56	36,012.89	400.00	400.00	4,021.22	145.68	63.43	435.68	530.18	3,863.79
Receivables:										
Inventory										
Total assets	1,406.56	36,012.89	400.00	400.00	4,021.22	145.68	63.43	435.68	530.18	3,863.79
Warrants payable										
Accounts Payable										
Res. CPC Open Space										
Res. CPC Historic										
Res. Housing										
Deferred revenue										
Res. for Inventory										
Res. Prior year encum.										
Fund Balance	1,406.56	36,012.89	400.00	400.00	4,021.22	145.68	63.43	435.68	530.18	3,863.79
Total Liab. & FB	1,406.56	36,012.89	400.00	400.00	4,021.22	145.68	63.43	435.68	530.18	3,863.79
Revenue										
Expenditures		30,936.12			29,230.16					
					26,848.78					
Transfers in										
Transfers out										
Net change	-	(30,936.12)	-	-	2,381.38	-	-	-	-	-
Beg. fund balance	1,406.56	66,949.01	400.00	400.00	1,639.84	145.68	63.43	435.68	530.18	3,863.79
End. fund balance	1,406.56	36,012.89	400.00	400.00	4,021.22	145.68	63.43	435.68	530.18	3,863.79

Town of Harwich
Combining Balance Sheet
Special Revenues
Year End June 30, 2011

	1222	1223	1224	1225	1227	1228	1229	1232	1234
	Fire Fighter Training	Fire ECOPS	Fire Equip. Grant	CHPT. 90 Highway Fund	NIMS/Fire	SIDEWALKS	Community Policing	Community Policing	EE/CBG Solar PV Grant
Cash	(2,202.65)	900.00	19.79	-	2,060.80	18,790.94	38.63	533.97	70,000.00
Receivables:									
Inventory									140,000.00
Total assets	(2,202.65)	900.00	19.79	-	2,060.80	18,790.94	38.63	533.97	210,000.00
Warrants payable									
Accounts Payable									
Res. CPC Open Space									
Res. CPC Historic									
Res. Housing									
Deferred revenue									
Res. for Inventory									
Res. Prior year encum.									
Fund Balance	(2,202.65)	900.00	19.79	-	2,060.80	18,790.94	38.63	533.97	70,000.00
Total Liab. & FB	(2,202.65)	900.00	19.79	-	2,060.80	18,790.94	38.63	533.97	210,000.00
Revenue	-	-	-	-	-	-	-	-	-
Expenditures	2,548.82			289,617.98		1,000.00		-	70,000.00
				289,685.75				991.95	
Transfers in									
Transfers out									
Net change	(2,548.82)	-	-	(67.77)	-	1,000.00	-	(991.95)	70,000.00
Beg. fund balance	346.17	900.00	19.79	67.77	2,060.80	17,790.94	38.63	1,525.92	-
End. fund balance	(2,202.65)	900.00	19.79	(0.00)	2,060.80	18,790.94	38.63	533.97	70,000.00

Town of Harwich
Combining Balance Sheet
Special Revenues
Year End June 30, 2011

FY 2011 Special Revenues	1235	1240	1251	1252	1254	1257	1258	1261	1264
	<u>Red River Herring River</u>	<u>Brooks Library State AID</u>	<u>School Choice</u>	<u>Applied Health Grant</u>	<u>Linked Partnership</u>	<u>Community Svc II</u>	<u>Erly. Childhd. Comm Prtnshp</u>	<u>Drug Alliance Grant</u>	<u>Full Day Kindergarten</u>
Cash	421.00	34,261.51	840,773.25	8,627.75	2.30	6.77	-	-	-
Receivables:									
Inventory	-								
Total assets	421.00	34,261.51	840,773.25	8,627.75	2.30	6.77	-	-	-
Warrants payable									
Accounts Payable									
Res. CPC Open Space									
Res. CPC Historic									
Res. Housing									
Deferred revenue									
Res. for Inventory									
Res. Prior year encum.									
Fund Balance	421.00	34,261.51	840,773.25	6,362.93 2,264.82	2.30	6.77	-	-	-
Total Liab. & FB	421.00	34,261.51	840,773.25	8,627.75	2.30	6.77	-	-	-
Revenue	3,000.00	6,283.20	857,229.00	52,480.00	-	-	37,009.00	-	69,600.00
Expenditures	2,579.00	1,570.80	774,064.23	59,666.79	-	-	37,009.00	2,153.00	69,600.00
Transfers in									
Transfers out									
Net change	421.00	4,712.40	83,164.77	(7,186.79)	-	-	-	(2,153.00)	-
Beg. fund balance	-	29,549.11	757,608.48	15,814.54	2.30	6.77	-	2,153.00	-
End. fund balance	421.00	34,261.51	840,773.25	8,627.75	2.30	6.77	-	-	-

Town of Harwich
Combining Balance Sheet
Special Revenues
Year End June 30, 2011

**FY 2011
Special Revenues**

	1269	1272	1280	1284	1285	1286	1291	1295	1299
MS Academ		Circuit	School	JTEC	Water WCG	Grant	Big Yellow	Tn Clk	State
Support		Breaker 50/50	MA Green Sch	Youth Empl.		164	Grant	AID	Grant
Cash	1,622.75	184,564.96	0.06	12,893.00	30,712.54	1,175.00	200.00	-	(1,533.30)
Receivables:									
Inventory		44,380.00		16,520.00	5,287.46				
Total assets	1,622.75	228,944.96	0.06	29,413.00	36,000.00	1,175.00	200.00	-	(1,533.30)
Warrants payable									
Accounts Payable									
Res. CPC Open Space									
Res. CPC Historic									
Res. Housing									
Deferred revenue		44,380.00		16,520.00	5,287.46	-			
Res. for Inventory									
Res. Prior year encum.									
Fund Balance	1,622.75	184,564.96	0.06	12,893.00	30,712.54	1,175.00	200.00	-	(1,533.30)
Total Liab. & FB	1,622.75	228,944.96	0.06	29,413.00	36,000.00	1,175.00	200.00	-	(1,533.30)
Revenue	3,786.00	191,378.00						1,635.00	
Expenditures	3,720.56	15,226.04						7,709.00	12,539.30
Transfers in									
Transfers out									
Net change	65.44	176,151.96	-	-	-	-	-	(6,074.00)	(12,539.30)
Beg. fund balance	1,557.31	8,413.00	0.06	12,893.00	30,712.54	1,175.00	200.00	6,074.00	11,006.00
End. fund balance	1,622.75	184,564.96	0.06	12,893.00	30,712.54	1,175.00	200.00	-	(1,533.30)

Town of Harwich
Combining Balance Sheet
Special Revenues
Year End June 30, 2011

FY 2011
Special Revenues

	1302	1305	1306	1307	1308	1309	1310	1311	1313
	Clam	East Harwich	Friends of	CCCC Science	EDC Needs	Barns Cnty	MTPC	Conservation	Fire EMS
	Nursery	Grant	Pleasant Bay	Grant	Sch. Grt.	Ld Manage	Waste to NRG	Trust Grant	Equip
Cash		7,655.23	2,187.88	11.36	0.02	481.00	1,000.01	250.00	122.70
Receivables:									
Inventory									
Total assets	-	7,655.23	2,187.88	11.36	0.02	481.00	1,000.01	250.00	122.70
Warrants payable									
Accounts Payable									
Res. CPC Open Space									
Res. CPC Historic									
Res. Housing									
Deferred revenue									
Res. for Inventory									
Res. Prior year encum.									
Fund Balance		7,655.23	2,187.88	11.36	0.02	481.00	1,000.01	250.00	122.70
Total Liab. & FB	-	7,655.23	2,187.88	11.36	0.02	481.00	1,000.01	250.00	122.70
Revenue			1,080.00						4,100.00
Expenditures		507.59	3,681.90						4,100.00
Transfers in									
Transfers out									
Net change	-	(507.59)	(2,601.90)	-	-	-	-	-	-
Beg. fund balance	-	8,162.82	4,789.78	11.36	0.02	481.00	1,000.01	250.00	122.70
			0.78						
End. fund balance	-	7,655.23	2,187.88	11.36	0.02	481.00	1,000.01	250.00	122.70

Town of Harwich
Combining Balance Sheet
Special Revenues
Year End June 30, 2011

	1314 CTY <u>TAP</u>	1315 Muddy Creek <u>LD MGT</u>	1316 East Harwich <u>Grant</u>	1317 GRT Sand <u>Water Trea.</u>	1321 New County <u>Grant</u>	1350 Partnership to <u>Reduce Drugs</u>	1353 Chamber <u>of Com</u>	1357 IEEE	1355 School to <u>Careers</u>
Cash		57.63	36,241.00		50,000.00	104.47	1,576.99	1,970.00	4,598.21
Receivables:									
Inventory									
Total assets	-	57.63	36,241.00	-	50,000.00	104.47	1,576.99	1,970.00	4,598.21
Warrants payable									
Accounts Payable									
Res. CPC Open Space									
Res. CPC Historic									
Res. Housing									
Deferred revenue									
Res. for Inventory									
Res. Prior year encum.									
Fund Balance		57.63	36,241.00		50,000.00	104.47	1,576.99	1,970.00	4,598.21
Total Liab. & FB	-	57.63	36,241.00	-	50,000.00	104.47	1,576.99	1,970.00	4,598.21
Revenue		-	-	-	-	-	-	-	-
Expenditures			39,319.00					1,970.00	
Transfers in									
Transfers out									
Net change	-	-	(39,319.00)	-	-	-	-	1,970.00	-
Beg. fund balance		57.63	75,560.00		50,000.00	104.47	1,576.99		4,598.21
End. fund balance	-	57.63	36,241.00	-	50,000.00	104.47	1,576.99	1,970.00	4,598.21

Town of Harwich
Combining Balance Sheet
Special Revenues
Year End June 30, 2011

FY 2011
Special Revenues

	1356	1401	1402	1403	1404	1405	1406	1407	1408
	Tower Found	Shellfish	NanElec	Evergreen	Brooks Lib.	Channel 18	Library/Fire	COA Lunch	COA
	Grant	Lab Gift	Beach Gift	Cemetery Gift	Bldg. Gift	Gift	Gift	Gift	Gift
Cash	2.36	1,850.15	5,000.00	250.00	2,942.23	21.70	40.03	-	19,299.25
Receivables:									
Inventory									
Total assets	2.36	1,850.15	5,000.00	250.00	2,942.23	21.70	40.03	-	19,299.25
Warrants payable									
Accounts Payable									
Res. CPC Open Space									
Res. CPC Historic									
Res. Housing									
Deferred revenue									
Res. for Inventory									
Res. Prior year encum.									
Fund Balance	2.36	1,850.15	5,000.00	250.00	2,942.23	21.70	40.03	-	19,299.25
Total Liab. & FB	2.36	1,850.15	5,000.00	250.00	2,942.23	21.70	40.03	-	19,299.25
Revenue	-	-	-	-	-	-	-	-	-
Expenditures									13,181.90
Transfers in									4,280.38
Transfers out									
Net change	-	-	-	-	-	-	-	-	8,901.52
Beg. fund balance	2.36	1,850.15	5,000.00	250.00	2,942.23	21.70	40.03	-	10,397.73
End. fund balance	2.36	1,850.15	5,000.00	250.00	2,942.23	21.70	40.03	-	19,299.25

Town of Harwich
Combining Balance Sheet
Special Revenues
Year End June 30, 2011

FY 2011
Special Revenues

	1412	1418	1419	1423	1424	1425	1450	1451	1452
	Harwich Ctr. Init. Gift	Youth Couns Gift	Sprint Cell Tower Gift	Epoch Gift Thompson Fid	Empl./ Chase Gift Fund	Long PD Watershed	Summer School Gift	Lion's Quest	CC 5 Gift
Cash	138.83	150.00	4,254.64	100.00	6,180.80	948.05	2,800.00	43.33	1,731.13

Receivables:

Inventory

Total assets

	138.83	150.00	4,254.64	100.00	6,180.80	948.05	2,800.00	43.33	1,731.13
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Warrants payable

Accounts Payable

Res. CPC Open Space

Res. CPC Historic

Res. Housing

Deferred revenue

Res. for Inventory

Res. Prior year encum.

Fund Balance

138.83	150.00	4,254.64	100.00	6,180.80	948.05	2,800.00	43.33	1,731.13
--------	--------	----------	--------	----------	--------	----------	-------	----------

Total Liab. & FB

138.83	150.00	4,254.64	100.00	6,180.80	948.05	2,800.00	43.33	1,731.13
---------------	---------------	-----------------	---------------	-----------------	---------------	-----------------	--------------	-----------------

Revenue

Expenditures

Transfers in

Transfers out

-	-	-	-	-	-	-	-	-
---	---	---	---	---	---	---	---	---

				5,856.00	-	-	-	3,869.00
				655.37				3,122.77

Net change

-	-	-	-	5,200.63	-	-	-	746.23
---	---	---	---	----------	---	---	---	--------

Beg. fund balance

138.83	150.00	4,254.64	100.00	980.17	948.05	2,800.00	43.33	984.90
--------	--------	----------	--------	--------	--------	----------	-------	--------

End. fund balance

138.83	150.00	4,254.64	100.00	6,180.80	948.05	2,800.00	43.33	1,731.13
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Town of Harwich
Combining Balance Sheet
Special Revenues
Year End June 30, 2011

	1501	1502	1505	1506	1507	1508	1509	1510	1511
	<u>Cultural</u>	<u>Mt. Pleasant</u>	<u>Brooks Lib.</u>	<u>Cranberry</u>	<u>Disability</u>	<u>Radar</u>	<u>SEMASS Road</u>	<u>Ambulance</u>	<u>Fire</u>
	<u>Council</u>	<u>Cem. Gift</u>	<u>Gift</u>	<u>Harvest Shuttle</u>	<u>Rights</u>	<u>Gun</u>	<u>Race gift</u>	<u>Fund Gift</u>	<u>Gift</u>
Cash	1,978.44	124.00	11,864.01	1,000.00	40.06		4,629.90	15,889.30	62.65
Receivables:									
Inventory									
Total assets	1,978.44	124.00	11,864.01	1,000.00	40.06	-	4,629.90	15,889.30	62.65
Warrants payable									
Accounts Payable									
Res. CPC Open Space									
Res. CPC Historic									
Res. Housing									
Deferred revenue									
Res. for Inventory									
Res. Prior year encum.									
Fund Balance	1,978.44	124.00	11,864.01	1,000.00	40.06		4,629.90	15,889.30	62.65
Total Liab. & FB	1,978.44	124.00	11,864.01	1,000.00	40.06	-	4,629.90	15,889.30	62.65
Revenue	3,937.52		4,935.57					4,165.00	
Expenditures	2,749.00		1,271.09					10,905.10	3,100.00
Transfers in									
Transfers out									
Net change	1,188.52	-	3,664.48	-	-	-	-	(6,740.10)	(3,100.00)
Beg. fund balance	789.92	124.00	8,199.53	1,000.00	40.06		4,629.90	22,629.40	3,162.65
End. fund balance	1,978.44	124.00	11,864.01	1,000.00	40.06	-	4,629.90	15,889.30	62.65

Town of Harwich
Combining Balance Sheet
Special Revenues
Year End June 30, 2011

	1512	1513	1514	1515	1516	1517	1518	1520	1522
	Town Nurse	Park & Rec	Whitehouse	Harwich	Comm Center	Police Security	Comm Center	Police Coffee	Comm Center
	Gift	Gift	Field Elec	Conser Trust	Gift	Gift	Pool Gift	Maker Gift	Tech Gift
Cash	1,375.36	1,282.24	3,906.09	590.00	16,431.00	77.00	15,737.67	31.64	(465.15)
Receivables:									
Inventory									
Total assets	1,375.36	1,282.24	3,906.09	590.00	16,431.00	77.00	15,737.67	31.64	(465.15)
Warrants payable									
Accounts Payable									
Res. CPC Open Space									
Res. CPC Historic									
Res. Housing									
Deferred revenue									
Res. for Inventory									
Res. Prior year encum.									
Fund Balance	1,375.36	1,282.24	3,906.09	590.00	16,431.00	77.00	15,737.67	31.64	(465.15)
Total Liab. & FB	1,375.36	1,282.24	3,906.09	590.00	16,431.00	77.00	15,737.67	31.64	(465.15)
Revenue	500.00	-	12,891.50	-	9,065.00	-	542.30	-	-
Expenditures	-	-	9,382.74	-	9,405.21	-	-	-	9,975.89
Transfers in									
Transfers out									
Net change	500.00	-	3,508.76	-	(340.21)	-	542.30	-	(9,975.89)
Beg. fund balance	875.36	1,282.24	397.33	590.00	16,771.21	77.00	15,195.37	31.64	9,510.74
End. fund balance	1,375.36	1,282.24	3,906.09	590.00	16,431.00	77.00	15,737.67	31.64	(465.15)

Town of Harwich
Combining Balance Sheet
Special Revenues
Year End June 30, 2011

FY 2011
Special Revenues

	1524 Historic Com Gift	1525 Palmer Gift	1529 Town Band	1527 Agriculture Gift	1530 Wetlands Conser Trust	1532 Friends of Harwich Youth	1540 Recreation Revolving	1542 COA Revolving	1543 GOLF Revolving
Cash	325.00	455.00	700.00	250.00		-	26,742.33	3,251.54	8,370.45
Receivables:									
Inventory									
Total assets	325.00	455.00	700.00	250.00	-	-	26,742.33	3,251.54	163,541.87
Warrants payable									
Accounts Payable									
Res. CPC Open Space									
Res. CPC Historic									
Res. Housing									
Deferred revenue									
Res. for Inventory	-								163,541.87
Res. Prior year encum.									
Fund Balance	325.00	455.00	700.00	250.00		-	26,742.33	3,251.54	8,370.45
Total Liab. & FB	325.00	455.00	700.00	250.00	-	-	26,742.33	3,251.54	171,912.32
Revenue	-	-	-	-	-	-	-	-	-
Expenditures			700.00	250.00	7,750.50	865.00	86,749.40	60,811.25	164,210.74
		-		-	15,905.95		74,852.49	70,260.71	155,955.98
Transfers in									
Transfers out									
Net change	-	-	700.00	250.00	(8,155.45)	(865.00)	11,896.91	(9,449.46)	8,254.76
Beg. fund balance	325.00	455.00		-	8,155.45	865.00	14,845.42	12,701.00	115.69
End. fund balance	325.00	455.00	700.00	250.00	-	-	26,742.33	3,251.54	8,370.45

Town of Harwich
Combining Balance Sheet
Special Revenues
Year End June 30, 2011

FY 2011
Special Revenues

	1550	1551	1552	1553	1554	1555	1556	1557	1558
	School	School	HS	Lost	Adult	Driver's	Summer	HASP	Play
	<u>Spec Ed</u>	<u>Lunch</u>	<u>Athletic</u>	<u>Book</u>	<u>Education</u>	<u>Education</u>	<u>School</u>	<u>Childcare</u>	<u>School</u>
Cash	35,995.52	67,990.87	29,300.99	8,816.56	4,165.50	52.65	212.00	132,673.31	34,880.05
Receivables:									
Inventory									
Total assets	35,995.52	67,990.87	29,300.99	8,816.56	4,165.50	52.65	212.00	132,673.31	34,880.05

Warrants payable
Accounts Payable
Res. CPC Open Space
Res. CPC Historic
Res. Housing
Deferred revenue
Res. for Inventory
Res. Prior year encum.
Fund Balance

	450.00	29.85	-	16.32	-				298.40
	35,545.52	67,961.02	29,300.99	8,800.24	4,165.50	52.65	212.00	132,673.31	34,581.65
Total Liab. & FB	35,995.52	67,990.87	29,300.99	8,816.56	4,165.50	52.65	212.00	132,673.31	34,880.05
Revenue	62,181.58	364,481.47	16,663.24	1,290.00	16,686.00			267,377.11	38,880.29
Expenditures	42,679.89	328,564.64	6,499.34	32.26	16,393.90			288,983.89	32,518.62
Transfers in									
Transfers out									

Net change	19,501.69	35,916.83	10,163.90	1,257.74	292.10	-	-	(21,606.78)	6,361.67
Beg. fund balance	16,493.83	32,074.04	19,137.09	7,558.82	3,873.40	52.65	212.00	154,280.09	28,518.38
End. fund balance	35,995.52	67,990.87	29,300.99	8,816.56	4,165.50	52.65	212.00	132,673.31	34,880.05

Town of Harwich Combining Balance Sheet Special Revenues Year End June 30, 2011									
FY 2011 Special Revenues	1559	1560	1561	1562	1563	1564	1599	1600	1601
	Need Collaborative	Elem School Treasury	Middle School Treasury	High School Treasury	HS Hall of Fame	C3VLE Grant	Sale Of Easement	Workers Comp Recovery	Water Hydrant Damage
Cash	-	816.54	20,610.05	34,663.70	437.28	264.00	1,580.50	519.53	2,309.32
Receivables: Inventory	-	816.54	20,610.05	34,663.70	437.28	264.00	1,580.50	519.53	2,309.32
Total assets	-	816.54	20,610.05	34,663.70	437.28	264.00	1,580.50	519.53	2,309.32
Warrants payable	-	-	-	-	-	-	-	-	-
Accounts Payable	-	-	-	-	-	-	-	-	-
Res. CPC Open Space	-	-	-	-	-	-	-	-	-
Res. CPC Historic	-	-	-	-	-	-	-	-	-
Res. Housing	-	-	-	-	-	-	-	-	-
Deferred revenue	-	-	-	-	-	-	-	-	-
Res. for Inventory	-	816.54	20,610.05	34,663.70	437.28	264.00	1,580.50	519.53	2,309.32
Res. Prior year encum.	-	-	-	-	-	-	-	-	-
Fund Balance	-	816.54	20,610.05	34,663.70	437.28	264.00	1,580.50	519.53	2,309.32
Total Liab. & FB	-	816.54	20,610.05	34,663.70	437.28	264.00	1,580.50	519.53	2,309.32
Revenue	3,180.00	5,138.83	68,067.70	120,328.50	-	12,590.00	-	-	-
Expenditures	6,270.00	4,933.14	61,807.75	121,954.50	-	12,326.00	147.50	-	-
Transfers in	-	-	-	-	-	-	-	-	-
Transfers out	-	-	-	-	-	-	-	-	-
Net change	(3,090.00)	205.69	6,259.95	(1,626.00)	-	264.00	(147.50)	-	-
Beg. fund balance	3,090.00	610.85	14,350.10	36,289.70	437.28	-	1,728.00	519.53	2,309.32
End. fund balance	-	816.54	20,610.05	34,663.70	437.28	264.00	1,580.50	519.53	2,309.32

Town of Harwich
Combining Balance Sheet
Special Revenues
Year End June 30, 2011

	1609	1610	1611	1613	1614	1615	1621	1622	1701
	State Aid to Libraries	County Dog Tax	Cemetery Lot Sales	Library Const.	Media One	Police Ins. Recovery	Waterway Mgt.	Planning CH44/353G	Septic Loan Betterment
Cash	8,397.05	2,144.31	9,948.27	59,101.00	371,215.55	2,439.02	(86,348.08)	-	77,635.79
Receivables: Inventory									69,023.13
Total assets	8,397.05	2,144.31	9,948.27	59,101.00	371,215.55	2,439.02	(86,348.08)	-	146,658.92
Warrants payable									
Accounts Payable									
Res. CPC Open Space									
Res. CPC Historic									
Res. Housing									
Deferred revenue									
Res. for Inventory									
Res. Prior year encum.									
Fund Balance	8,397.05	2,144.31	9,948.27	59,101.00	371,215.55	2,439.02	(86,348.08)	-	77,635.79
Total Liab. & FB	8,397.05	2,144.31	9,948.27	59,101.00	371,215.55	2,439.02	(86,348.08)	-	146,658.92
Revenue	6,560.37		60,818.16		185,144.73	-	122,469.63	1,087.76	-
Expenditures	3,210.89		84,447.69		16,313.14	-	-	2,778.56	-
Transfers in				75,000.00	175,300.00		100,800.00		17,250.00
Transfers out									
Net change	3,349.48	-	(23,629.53)	(75,000.00)	(6,468.41)	-	21,669.63	(1,690.80)	(17,250.00)
Beg. fund balance	5,047.57	2,144.31	33,577.80	134,101.00	377,683.96	2,439.02	(108,017.71)	1,690.80	94,885.79
End. fund balance	8,397.05	2,144.31	9,948.27	59,101.00	371,215.55	2,439.02	(86,348.08)	-	77,635.79

Town of Harwich
Combining Balance Sheet
Special Revenues
Year End June 30, 2011

FY 2011 Special Revenues	1702	1730	1750	8027
	Old Post Road Betterment	Culture Cou. Gift	Aff. Housing Fund	CPC (Land BK)
Cash	26,936.12	7,782.00	275,407.00	1,459,034.86
Receivables: Inventory	63,973.20			46,801.22
Total assets	90,909.32	7,782.00	275,407.00	1,505,836.08
Warrants payable				
Accounts Payable				
Res. CPC Open Space				242,235.43
Res. CPC Historic				92,226.00
Res. Housing				259,616.00
Deferred revenue	63,973.20			46,801.22
Res. for Inventory				-
Res. Prior year encum.				-
Fund Balance	26,936.12	7,782.00	275,407.00	864,957.43
Total Liab. & FB	90,909.32	7,782.00	275,407.00	1,505,836.08
Revenue				
Expenditures	26,936.12	8,178.88	97,001.80	1,364,965.98
		8,437.95	33,815.70	-
Transfers in				100,000.00
Transfers out				1,929,215.48
Net change	26,936.12	(259.07)	63,186.10	(464,249.50)
Beg. fund balance	-	8,041.07	212,220.90	1,923,284.36
End. fund balance	26,936.12	7,782.00	275,407.00	1,459,034.86

Town of Harwich
Combining Balance Sheet
Capital Projects
Year Ending June 30, 2011

FY 2011

Town of Harwich
Capital
Funds # 0400-0460

General

	Combined Total	General 0400	Police Bldg 0420	Allen Harbor 0440	Greensand WTF 460
Cash	839,130.13	1,160,582.34	-	(31,712.81)	(289,739.40)
Receivables:	-	-	-	-	-
	-	-	-	-	-
Total assets	839,130.13	1,160,582.34	-	(31,712.81)	(289,739.40)
Warrants payable	-	-	-	-	-
Other Liabilities	1,500,000.00	-	-	-	1,500,000.00
Deferred revenue	-	-	-	-	-
Fund Balance	(660,869.87)	1,160,582.34	-	(31,712.81)	(1,789,739.40)
Total Liab. & FB	839,130.13	1,160,582.34	-	(31,712.81)	(289,739.40)
Revenue/Bonds	-	-	-	-	-
Expenditures	1,905,364.41	83,181.54	730.66	31,712.81	1,789,739.40
Transfers in	-	500,000.00	-	-	-
Transfers out	-	-	-	-	-
Net change	(1,405,364.41)	416,818.46	(730.66)	(31,712.81)	(1,789,739.40)
Beg. fund balance	744,494.54	743,763.88	730.66	-	-
End. fund balance	(660,869.87)	1,160,582.34	-	(31,712.81)	(1,789,739.40)

12/1/2011

TOWN OF HARWICH, MA
Combining Balance Sheet
Enterprise Fund
Year Ended June 30, 2011

FY 2011	Combined	1320
<u>Enterprise Fund</u>	<u>Total</u>	<u>Water</u>
		<u>Enterprise Fund</u>
Cash	1,618,793.63	1,618,793.63
Receivables:	112,117.64	112,117.64
Water Liens A/R	7,109.47	7,109.47
Total assets	<u>1,738,020.74</u>	<u>1,738,020.74</u>
Other Liabilities sales tax	1,875.31	1,875.31
Deferred revenue	119,227.11	119,227.11
Encumbrances & Contin. Appropriations	244,753.43	244,753.43
Reserved For Expenditures	-	-
<u>Retained Earnings</u>	1,372,164.89	1,372,164.89
Total Liab. & FB	<u>1,738,020.74</u>	<u>1,738,020.74</u>
Revenue	4,391,113.19	4,391,113.19
Expenditures	3,368,606.21	3,368,606.21
Transfers in	-	-
Transfers out	-	-
Net change	<u>1,022,506.98</u>	<u>1,022,506.98</u>
Beg. fund balance	<u>349,657.91</u>	<u>349,657.91</u>
End. fund balance	<u>1,372,164.89</u>	<u>1,372,164.89</u>

TOWN OF HARWICH,
Combining Balance Sheet Trust/Agency Funds
Year Ending June 30, 2011

	FY 2011		Trust & Agency							
	Combined	8002	8003	8004	8005	8006	8007	8008		
	Total	POLICE/FIRE	CALEB CHASE	LET	PLANNING	AFLAC (TEP)	WORKERS COMP.	LET		
Cash	2,459,784.18	12,160.84	4,179.31	7,834.74	5.50	9,446.48	362.89	13,943.18		
Receivables:	26,986.24	-	-	-	-	-	-	-		
Investments	290,350.70	-	290,350.70	-	-	-	-	-		
Deposit/ Other	-	-	-	-	-	-	-	-		
Total assets	2,777,121.12	12,160.84	294,530.01	7,834.74	5.50	9,446.48	362.89	13,943.18		
Warrants payable	-	-	-	-	-	-	-	-		
IBNR Payable	-	-	-	-	-	-	-	-		
Other Liabilities	9,538.45	-	-	-	-	-	-	-		
Deferred revenue	26,986.24	-	-	-	-	-	-	-		
FB Investments	290,350.70	-	290,350.70	-	-	-	-	-		
Fund Balance	2,450,245.73	12,160.84	4,179.31	7,834.74	5.50	9,446.48	362.89	13,943.18		
Total Liab. & FB	2,777,121.12	12,160.84	294,530.01	7,834.74	5.50	9,446.48	362.89	13,943.18		
Revenue	229,973.61	-	6,954.80	8,765.29	-	97,294.94	-	-		
Expenditures	234,743.53	8,011.42	2,632.58	2,457.43	-	80,343.65	-	-		
Transfers in	85,000.00	10,000.00	-	-	-	-	-	-		
Transfers out	23,000.00	-	-	-	-	-	-	-		
IBNR 2008	-	-	-	-	-	-	-	-		
Net change	57,230.08	1,988.58	4,322.22	6,307.86	-	16,951.29	-	-		
Beg. fund balance	2,393,015.65	10,172.26	(142.91)	1,536.88	5.50	(7,504.81)	362.89	13,943.18		
End. fund balance	2,450,245.73	12,160.84	4,179.31	7,834.74	5.50	9,446.48	362.89	13,943.18		
12/1/2011	-	-	-	-	-	-	-	-		

TOWN OF HARWICH,
Combining Balance Sheet Trust/Agency Funds
Year Ending June 30, 2011

FY 2011
Trust & Agency

	8020	8021	8022	8023	8024	8025	8028
	<u>STABILIZATION</u>	<u>CONSERVATION</u>	<u>400TH ANVER.</u>	<u>WHITEHOUSE</u>	<u>BROOKS</u>	<u>CEMETERY</u>	<u>KELLY SCH.</u>
				<u>Field</u>	<u>Library</u>		
Cash	980,855.06	5,611.48	1,567.74	8,842.52	607,750.04	404,054.86	18,682.66
Receivables:							
Investments							
Deposit/ Other							
Total assets							
Warrants payable							
IBNR Payable							
Other Liabilities							
Deferred revenue							
FB Investments							
Fund Balance	980,855.06	5,611.48	1,567.74	8,842.52	607,750.04	404,054.86	18,682.66
Total Liab. & FB	980,855.06	5,611.48	1,567.74	8,842.52	607,750.04	404,054.86	18,682.66
Revenue	7,557.47	15.25	-	-	-	-	-
Expenditures		653.71	-	25.62	54,660.89	54,450.69	-
					18,984.10	112,545.56	
Transfers in	75,000.00						
Transfers out	-					23,000.00	
IBNR 2008							
Net change	82,557.47	(638.46)	-	25.62	35,676.79	(81,094.87)	-
Beg. fund balance	898,297.59	6,249.94	1,567.74	8,816.90	572,073.25	485,149.73	18,682.66
End. fund balance	980,855.06	5,611.48	1,567.74	8,842.52	607,750.04	404,054.86	18,682.66

12/1/2011

TOWN OF HARWICH,
Combining Balance Sheet Trust/Agency Funds
Year Ending June 30, 2011

	FY 2011		Trust & Agency		8050	8051	8052	8053	8901	8902	8903
	GASB 45	OPRB	SCHOOL	GRACE LEVY							
			Trust				Cultural Trust	Charles-Sara	Police PPD	Fire Detail	Hwy Extra Duty
Cash	300,000.00		46,519.35	-	-	-	28,400.00	29.08	(4,315.54)	2,348.64	
Receivables:									25,990.80	995.44	
Investments											
Deposit/ Other											
Total assets	300,000.00		46,519.35	-	-	-	28,400.00	29.08	21,675.26	3,344.08	-
Warrants payable											
IBNR Payable									(4,315.54)	2,348.64	
Other Liabilities									25,990.80	995.44	
Deferred revenue											
FB Investments											
Fund Balance	300,000.00		46,519.35	-	-	-	28,400.00	29.08			
Total Liab. & FB	300,000.00		46,519.35	-	-	-	28,400.00	29.08	21,675.26	3,344.08	-
Revenue			248.66								
Expenditures			3,400.00	5,715.08							
Transfers in											
Transfers out											
IBNR 2008											
Net change	-		(3,151.34)	(5,715.08)							
Beg. fund balance	300,000.00		49,670.69	5,715.08			28,400.00	29.08			
End. fund balance	300,000.00		46,519.35	-			28,400.00	29.08			
12/1/2011	-		-	-			-	-	-	-	-

TOWN OF HARWICH,
Combining Balance Sheet Trust/Agency Funds
Year Ending June 30, 2011

	FY 2011			
	Trust & Agency			
	8904	8905	8906	8907
	<u>Custodian</u>	<u>Com Center</u>	<u>Library</u>	<u>Insurance</u>
Cash	11,067.54	427.61	10.20	-
Receivables:				
Investments				
Deposit/ Other				
Total assets	11,067.54	427.61	10.20	-
Warrants payable				
IBNR Payable				
Other Liabilities				
Deferred revenue	11,067.54	427.61	10.20	-
FB Investments				
Fund Balance				
Total Liab. & FB	11,067.54	427.61	10.20	-
Revenue	-	-	-	-
Expenditures				
Transfers in				
Transfers out				
IBNR 2008				
Net change	-	-	-	-
Beg. fund balance	-	-	-	-
End. fund balance	-	-	-	-
12/1/2011				

Town of Harwich
Appropriations Expenditures
FY 2011

FY 2011					
01 GENERAL FUNDS		BUDGET	YTD EXPENDED	USES	
				%	
01 OTHER FINANCIAL USES	\$	185,000.00	\$	185,000.00	100%
TOWN GOVERNMENT					
011141 MODERATOR S&W		300.00	300.00	100%	
011221 SELECTMEN S&W		7,500.00	7,500.00	100%	
011222 SELECTMEN - EXP		5,900.00	5,898.64	100%	
01122A2 SELECTMEN - WARRANT ARTICLES		537,431.05	53,105.60	10%	
01122A8 SELECTMEN - WARRANT ART.		21,684.90	2,560.00	12%	
01129A2 CPC - WARRANT ARTICLES		1,726,449.91	1,049,482.84	61%	
011311 FINANCE COMMITTEE S&W		2,500.00	2,495.81	100%	
011312 FINANCE COMMITTEE - EXP		420.00	412.22	98%	
011322 Finance Committee Reserve Fund		14,826.10	-	0%	
011351 TOWN ACCOUNTANT - SAL		209,736.48	209,441.22	100%	
011352 TOWN ACCOUNTANT - EXP		1,000.00	997.00	100%	
01135A2 TOWN ACCOUNTANT - WARRANT ARTCL		37,326.18	-	0%	
011362 AUDIT - EXP		36,000.00	36,000.00	100%	
011411 ASSESSORS - S&W		228,769.48	223,518.39	98%	
011412 ASSESSORS - EXP		19,150.00	19,025.00	99%	
01141A2 ASSESSORS - WARRANT ARTICLES		64,906.13	42,100.00	65%	
011442 POSTAGE		46,000.00	43,621.24	95%	
011451 TREASURER - S&W		232,686.72	229,013.55	98%	
011452 TREASURER - EXP		116,388.00	74,458.93	64%	
011482 MEDICARE		323,415.07	323,414.97	100%	
011491 ADMINISTRATION - S&W		311,494.15	308,873.60	99%	
011492 ADMINISTRATION - EXP		102,932.00	72,955.47	71%	
011498 ADMINISTRATION - CAP OUTLAY		5,000.00	1,691.70	34%	
011512 LEGAL SERVICES - EXP		151,959.00	151,959.11	100%	
011522 CLAIMS & SUITS		400.00	-	0%	
011551 INFORMATION TECHNOLOGY		90,375.00	90,374.71	100%	
011552 INFORMATION TECHNOLOGY		91,159.40	87,490.36	96%	
01155A2 INFORMATION TECH ARTICLES		10,884.12	-	0%	
01155N2 INFORMATIONTECH ENCUMBERED EXP		8,875.75	8,875.75	100%	
011561 IT CHANNEL 18 S&W		81,745.57	81,745.57	100%	
011562 IT CHANNEL 18 EXPENSES		45,643.55	28,514.07	62%	
011571 CONSTABLE S & W		375.00	375.00	100%	
011611 TOWN CLERK - S&W		177,389.00	176,303.19	99%	
011612 TOWN CLERK - EXP		32,028.00	30,579.47	95%	
01161A2 TN CLERK WARRANT ARTICLES		4,333.00	4,333.00	100%	
011711 CONSERVATION - S&W		50,795.76	50,795.76	100%	
011712 CONSERVATION - EXP		4,662.72	4,662.72	100%	
011741 TOWN PLANNER - S&W		113,319.00	113,319.00	100%	
011742 TOWN PLANNER - EXP		2,187.00	2,187.00	100%	
011751 PLANNING BOARD - S&W		2,000.00	1,902.62	95%	
011752 PLANNING BOARD - EXP		460.00	193.00	42%	
011761 BOARD OF APPEALS S&W		5,263.61	5,263.61	100%	
011762 BOARD OF APPEALS EXPENSE		360.00	134.43	37%	
011912 PUBLIC BUILDINGS REPAIR - EXP		13,867.70	-	0%	
011922 TOWN/FIN COM REPORTS - EXP		12,825.00	12,699.78	99%	
011942 ADVERTISING		3,500.00	3,500.00	100%	

Town of Harwich
Appropriations Expenditures
FY 2011

FY 2011			
<u>01 GENERAL FUNDS</u>	BUDGET	YTD EXPENDED	% USES
011962 TELEPHONE	48,736.49	37,388.47	77%
01196N2 ENCUMBERED TELEPHONE EXPENSE	3,305.66	-	0%
012101 POLICE - S&W	2,674,408.00	2,642,720.48	99%
012102 POLICE - EXP	270,000.00	269,767.00	100%
012108 POLICE - CAP OUTLAY	88,500.00	88,350.00	100%
01210A2 POLICE - WARRANT ARTICLES	144,363.54	-	0%
01210N2 POLICE ENCUMBERED EXPENSE	148.96	148.96	100%
012201 FIRE - S&W	2,701,618.07	2,701,618.07	100%
012202 FIRE - EXP	186,237.12	180,749.26	97%
01220A2 FIRE - WARRANT ARTICLES	329,670.84	296,140.46	90%
01220N2 FIRE ENCUMBERED EXPENSE	3,484.86	3,484.68	100%
012311 AMBULANCE - S&W	100,000.00	100,000.00	100%
012312 EMS EXPENSE	70,000.02	69,520.28	99%
012351 EMERGENCY TELECOMMUNICATORS	566,025.12	564,695.47	100%
012352 EMERGENCY TELECOMMUNICATORS	105,028.00	100,454.97	96%
012411 BUILDING - S&W	226,659.16	226,659.16	100%
012412 BUILDING - EXP	8,286.54	7,925.60	96%
012911 EMERGENCY MANAGEMENT S&W	5,000.00	4,727.20	95%
012912 EMERGENCY MANAGEMENT	9,365.00	6,332.52	68%
012921 ANIMAL CONTROL	52,174.00	50,085.14	96%
012922 ANIMAL CONTROL	13,602.00	6,919.23	51%
012961 NATURAL RESOURCES S&W	81,274.00	81,274.00	100%
012962 NATURAL RESOURCES	27,650.00	25,011.12	90%
012972 PLEASANT BAY ALLIANCE EXPENSE	16,855.00	16,855.00	100%
0300 TOTAL SHOOLS	15,056,596.00	14,991,665.13	100%
01300A1 SCHOOL - WARRANT ARTICLE S&W	5,974.50	5,974.50	100%
01300A2 SCHOOL - WARRANT ARTICLES	120,321.75	80,494.35	67%
013012 C C REGIONAL TECH HIGH SCHOOL	940,122.00	926,016.00	98%
014111 TOWN ENGINEER	150,000.00	150,000.00	100%
014112 TOWN ENGINEER	4,500.00	3,091.80	69%
014211 HIGHWAY SALARIES & WAGES	1,946,976.59	1,944,467.40	100%
014212 HIGHWAY EXPENSE	1,464,001.86	1,447,926.58	99%
01421A2 HIGHWAY - WARRANT ARTICLES	666,164.61	272,689.32	41%
01421N2 HIGHWAY ENCUMBERED EXPENSE	6,000.00	5,987.62	100%
014231 SNOW/ICE SALARIES & WAGES	65,072.20	65,072.20	100%
014232 SNOW/ICE EQPT HIRE/MATERIALS	138,148.50	138,148.50	100%
014242 STREET LIGHTS	82,400.00	80,520.04	98%
01440A2 WASTE WATER ARTICLES	446,331.30	147,727.04	33%
014911 CEMETERY ADMINISTRATION	42,558.19	42,340.53	99%
014912 CEMETERY ADMINISTRATION	2,830.82	2,830.82	100%
015101 BOARD OF HEALTH	248,514.29	241,162.21	97%
015102 BOARD OF HEALTH EXPENSE	16,319.53	9,877.67	61%
01510A2 BOARD OF HEALTH - WARRANT ARTCL	3,000.00	1,572.55	52%
015401 COMMUNITY CENTER S&W	114,289.32	114,289.32	100%
015402 COMMUNITY CENTER EXPENSE	135,405.00	135,405.00	100%
015408 COMMUNITY CENTER CAPITAL OUTLA	3,145.00	3,145.00	100%
015411 COUNCIL ON AGING S&W	227,153.49	225,268.33	99%
015412 COUNCIL ON AGING EXPENSE	49,309.12	47,060.09	95%
015421 YOUTH COUNSELOR S&W	65,953.03	65,953.10	100%

Town of Harwich
Appropriations Expenditures
FY 2011

FY 2011			
<u>01 GENERAL FUNDS</u>	BUDGET	YTD EXPENDED	% USES
015422 YOUTH COUNSELOR EXPENSE	3,700.00	3,693.22	100%
015432 VETERANS EXPENSE/BENEFITS	46,000.00	45,478.70	99%
015502 DISABILITY RIGHTS EXPENSE	300.00	-	0%
01550A2 HUMAN SERVICES - WARRANT ARTC	13,747.79	-	0%
015602 JIM NOONAN HUMAN SERVICES	76,500.50	76,500.00	100%
01560A2 HUMAN SERVICE - WARRANT ARTICLES	84,000.00	-	0%
016101 LIBRARY SALARIES & WAGES	439,809.00	438,607.90	100%
016102 LIBRARY EXPENSE	239,764.00	233,958.62	98%
01610A2 LIBRARY - WARRANT ARTICLES	19,000.00	19,000.00	100%
016291 RECREATION SEASONAL S&W	162,645.75	162,645.75	100%
016301 RECREATION & YOUTH S&W	167,064.43	167,064.43	100%
016302 RECREATION & YOUTH EXPENSE	49,960.48	49,411.74	99%
01630A2 REC & YOUTH - WARRANT ARTCLS	20,423.04	11,854.20	58%
016331 HARBORMASTER SALARIES & WAGES	188,831.70	185,634.17	98%
016332 HARBORMASTER EXP	87,550.00	87,550.00	100%
016338 HARBORMASTER CAPITAL OUTLAY	2,500.00	1,196.44	48%
01633A2 HARBORMASTER - WARRANT ARTCLS	230,270.13	98,043.26	43%
016702 BROOKS MUSEUM COMMISSION EXP	12,959.84	12,959.84	100%
01670A2 BROOKS MUSEUM - WARRANT ARTICLE	109,725.93	733.27	1%
016911 HISTORICAL COMMISSION S&W	1,500.00	559.27	37%
016912 HISTORICAL COMMISSION EXPENSE	1,000.00	242.48	24%
01691A2 HISTORICAL COMM - WARRANT ART	103,508.05	291.74	0%
016922 CELEBRATIONS	2,900.00	535.68	18%
016951 GOLF S&W	680,240.82	672,092.04	99%
016952 GOLF EXPENSE	577,437.75	577,299.29	100%
016958 GOLF CAPITAL OUTLAY	24,000.00	24,000.00	100%
01697A2 CULTURAL COUNCIL WARRANT ART.	3,700.00	3,607.42	97%
017000 TOTAL DEBT SERVICE	4,735,822.98	4,735,822.98	100%
018212 STATE ASSESSMENTS	1,723,643.00	1,848,267.00	107%
018312 BARNS CTY RETIR & TAX ASSESS	2,385,895.00	2,339,267.36	98%
018352 CAPE COD COMMISSION ASSESSMENTS	180,239.00	180,239.00	100%
019111 SPECIAL RETIREMENT PENS S&W	3,551.39	3,551.34	100%
019132 UNEMPLOYMENT COMPENSATION	75,093.14	75,093.14	100%
01913N2 UNEMPLOYMENT ENCUMBERED	12,859.38	6,177.89	48%
019142 GROUP HEALTH INS	6,006,307.00	5,991,877.13	100%
01914N2 GROUP HEALTH INS ENC	52,076.32	52,076.00	100%
019452 GENERAL INSURANCE	450,838.00	430,369.27	95%
019462 GENERAL INSURANCE DEDUCTIBLES	6,913.00	1,000.00	14%
<u>TOTAL GENERAL FUND</u>	\$ 53,756,984.00	\$ 50,943,286.64	95%

1/21/2012

TOWN OF HARWICH, MASSACHUSETTS FY 2011 GENERAL LONG TERM OBLIGATIONS			
General Long Term Obligations			
Inside Debt Limit:	June 30, 2011	Inside Debt Limit:	June 30, 2011
General	\$ 35,197,990.29	General:	
Outside Debt Limit:		Comm Center Construct/Generator	\$ 1,005,000.00
General (Solid Waste)	725,000.00	Conservation Land	500,000.00
Waste Water Manage	200,000.00	Dunbar Field	25,000.00
Public Service		Elementary School Project	5,865,000.00
Water	3,655,000.00	Golf Projects	2,440,000.00
		Brooks Museum	125,000.00
		Hwy Expt/Projects	200,000.00
		Land Bank	5,885,000.00
		Library Construction	190,000.00
		School Roofs	560,000.00
		Mass Water Abatement Trust	190,990.29
		Police Equipment and Plans	70,000.00
		Roads, Police & Wastewater Plans	600,000.00
		Police Station	7,850,000.00
		Old Post Road Betterment	80,000.00
			-
	\$ 39,777,990.29		25,585,990.29
		Authorized Unissued	8,112,000.00
CHANGES IN DEBT ACCOUNTS			
FISCAL YEAR ENDED JUNE 30, 2010			
General Long Term Obligations			
Balance July 1, 2010	\$ 34,050,003.27	General:	
Less Principal Payments - Total Budgeted Expenditures	3,884,012.98	Waste Water Management	200,000.00
Authorized Unissued	8,112,000.00	Cap Landfill	725,000.00
Plus new issue	1,500,000.00	Public Service Enterprise	3,655,000.00
		Water	
	\$ 39,777,990.29	Bond Anticipation Note	1,500,000.00
		Balance June 30, 2011	\$ 39,777,990.29

TOWN OF HARWICH, MASSACHUSETTS

FY 2011

CAPITAL ASSETS AND ACCUMULATED DEPRECIATION

Revised 11/4/2011	Change in Assets				Change in Accumulated Depreciation			
	Balance 6/30/2010	FY11 Additions	FY11 Disposals	Balance 6/30/2011	FY11 Additions	FY11 Disposals	Balance 6/30/2011	Net Book Value
General Fund								
Summarized by Category:								
1000 Land	20,089,034	1,000,000	-	21,089,034	-	-	-	21,089,034
9000 CIP	650,523	259,215	-	909,738	16,598	-	33,196	876,542
sub-total non depreciable	20,739,557	1,259,215	-	21,998,772	16,598	-	33,196	21,985,676
2000 Bldg & Imp	56,268,364	-	-	56,268,364	24,694,372	1,820,232	26,514,604	28,783,760
1500 Land Imp	3,210,861	-	-	3,210,861	1,031,706	197,565	1,229,271	1,981,590
4000 Other Imp	1,624,763	-	-	1,624,763	1,338,710	25,043	1,363,753	281,010
sub-total other improvements	4,835,624	-	-	4,835,624	2,370,416	222,608	2,593,024	2,242,600
3000 Equip	9,104,704	290,396	-	9,395,100	6,476,888	496,681	6,973,569	2,421,531
5000 Infra	76,744,937	-	-	76,744,937	53,216,856	1,650,065	54,866,921	21,878,016
sub-total depreciable	146,953,629	290,396	-	147,244,025	86,758,532	4,189,586	90,948,118	58,538,507
Total by Category	167,693,186	1,549,611	-	169,242,797	86,775,130	4,206,184	90,981,314	78,261,483
Enterprise Fund								
Summarized by Category:								
1000 Land	1,505,893	-	-	1,505,893	-	-	-	1,505,893
9000 CIP	-	1,854,363	-	1,854,363	-	-	-	1,854,363
sub-total non depreciable	1,505,893	1,854,363	-	3,360,256	-	-	-	3,360,256
2000 Bldg & Imp	139,800	-	-	139,800	91,823	2,594	94,417	46,383
1500 Land Imp	-	-	-	-	-	-	-	-
4000 Other Imp	-	-	-	-	-	-	-	-
sub-total other improvements	-	-	-	-	-	-	-	-
3000 Equip	1,405,427	398,797	-	1,804,224	248,292	107,963	356,255	1,447,969
5000 Infra	34,442,777	-	-	34,442,777	21,849,613	740,513	22,590,126	11,862,651
sub-total depreciable	35,988,004	398,797	-	36,386,801	22,189,728	851,070	23,040,798	13,346,003
Total by Category	\$ 37,493,897	\$ 2,253,160	\$ -	\$ 39,747,057	\$ 22,189,728	\$ 851,070	\$ 23,040,798	\$ 16,706,259
TOTAL TOWN	\$ 205,187,083	\$ 3,802,771	\$ -	\$ 208,989,854	\$ 108,964,858	\$ 5,057,254	\$ 114,022,112	\$ 94,967,742

Report of the **Town Treasurer/Collector**

I would like to express my gratitude to the Board of Selectmen, Town Administrator, the Finance Team and all of our Department Heads and staff for their support and co-operation this year.

I would especially like to thank Ms. Amy Duffy our Assistant Collector/Treasurer for her unfailing dedication and loyalty to our taxpayers and employees during a year of many changes.

Respectfully submitted,

Mary T. McIsaac
Town Treasurer / Collector

REPORT OF TAXES
FISCAL YEAR 2011
JULY 1, 2010-JUNE 30, 2011

Tax Account	Outstanding July 1, 2010	Commitments	Payments	Exemptions Abatements	Refunds	Tax Titles	Deferrals	Adjustments	Outstanding June 30, 2011
2012 Community Preservation Act									
2012 Real Estate			(3,270.35)						(3,270.35)
2012 Personal Property			(90,333.94)						(90,333.94)
			(1,092.77)						(1,092.77)
2011 Community Preservation Act									
2011 Real Estate	(2,125.07)	1,059,958.04	(1,035,511.04)	(7,641.67)	369.47			(205.47)	14,844.26
2011 Road Betterments	(48,685.98)	35,331,907.25	(34,505,980.72)	(271,711.32)	74,749.29		(19,414.05)	(6,757.51)	554,106.96
2011 Title 5		4,489.38	(4,489.38)						-
2011 Water Liens		11,138.30	(10,951.93)						186.37
2011 Personal Property	(466.20)	42,591.61	(39,119.51)					(0.84)	3,471.26
2011 Motor Vehicle Excise		494,051.59	(482,676.67)	(5,674.94)	3,718.66			(107.46)	8,844.98
2011 Boat Excise		1,447,030.90	(1,325,648.54)	(54,202.43)	5,683.38				72,863.31
		52,214.66	(47,087.62)	(4,036.93)	451.39				1,541.50
2010 Community Preservation Act									
2010 Real Estate	9,193.62		(81,684.04)	(290.88)	290.37			(36.77)	988.30
2010 Title 5	34,523.75		(304,138.42)	(9,696.47)	10,657.67			45.67	42,092.20
2010 Water Liens	690.00		(690.00)						-
2010 Personal Property	1,166.24		(894.54)						271.70
2010 Motor Vehicle Excise	9,746.75		(5,177.38)	(1,450.92)	1,483.73				4,602.18
2010 Boat Excise	82,166.07	167,564.24	(219,754.02)	(16,385.96)	8,004.78				21,595.11
	3,579.56		(1,715.80)	(1,051.36)	356.14				1,168.54
2009 Community Preservation Act									
2009 Real Estate	41.80			(83.78)	83.78				41.80
2009 Personal Property	419.13			(2,792.50)	3,766.50				1,393.13
2009 Motor Vehicle Excise	3,950.27		(1,398.16)		12.00				2,564.11
2009 Boat Excise	19,203.07	1,750.33	(10,800.41)	(895.83)	607.49				9,864.65
	2,317.25		(698.66)	(562.02)	410.68				1,469.25
2008 Community Preservation Act									
2008 Real Estate	-			(318.95)	318.95				-
2008 Personal Property	4,069.32			(10,631.67)	10,631.67				-
2008 Motor Vehicle Excise	13,015.11	341.67	(620.29)	(1,400.00)	1,400.00				3,449.03
2008 Boat Excise	973.00		(2,744.16)	(656.04)	576.04				10,532.62
			(275.00)	(313.50)	263.50				648.00
2007 Personal Property	2,567.52			(71.03)					2,496.49
2007 Motor Vehicle Excise	11,076.80			(1,375.95)	(393.54)				9,307.31
2007 Boat Excise	283.16			(25.60)					260.16
2006 Motor Vehicle Excise	10,177.33			(975.10)					9,202.23
2005 Motor Vehicle Excise	11,131.05			(1,176.57)					9,954.48
Totals	479,715.55	38,613,037.97	(38,106,859.00)	(390,190.71)	123,835.49	-	(19,414.05)	(7,062.38)	693,062.87

COLLECTOR REPORT
FISCAL YEAR 2011
JULY 1, 2010-JUNE 30, 2011

SOURCE	AMOUNT	
CPA/LAND BANK	1,046,949.43	
ROAD BETTERMENTS	4,489.38	
TITLE 5 BETTERMENTS	11,641.93	
WATER LIENS	40,014.05	
REAL ESTATE TAXES	34,900,453.08	
PERSONAL PROPERTY TAXES	491,036.30	
MOTOR VEHICLE EXCISE TAX	1,562,474.75	
BOAT EXCISE TAX	49,800.08	
Sub-total		38,106,859.00
INTEREST-COMMUNITY PRESERVATION ACT	1,931.10	
INTEREST-WATER LIENS	314.61	
INTEREST-REAL ESTATE/LIENS/BETTERMENTS/PERSONAL	71,847.30	
INTEREST-MOTOR VEHICLE & BOAT EXCISE TAX	9,679.45	
Sub-total		83,772.46
FEES-REAL ESTATE / PERSONAL	30,426.53	
FEES-MOTOR VEHICLE & BOAT EXCISE TAX	86,696.22	
Sub-total		117,122.75
WATER BILLS	3,505,228.74	
MUNICIPAL LIEN CERTIFICATES	23,225.00	
RMV MARKING FEES	14,360.00	
Sub-total		3,542,813.74
REFUNDS-TAX	(123,835.49)	
REFUNDS-INTEREST/FEES	(216.98)	
Sub-total		(124,052.47)
NET COLLECTIONS		41,726,515.48

REPORT OF TREASURER COLLECTIONS
FISCAL YEAR 2011
JULY 1, 2010-JUNE 30, 2011

Tax Title Accounts	Munis	CPA	Water liens	Prior	Land Bank
Outstanding July 1, 2010	\$ 1,642,253.54	\$ 40,467.00	\$ 9,387.79	\$ 468,972.99	\$ 3,353.31
Committed fiscal year 2011	-				
Committed Fees & Interest	-				
Exemptions, Abatements, Adjustments	\$ 10,530.56			\$ (10,530.56)	
Disclaimed					
Payments	\$ 284,201.86	\$ 6,756.24	\$ 4,855.04	-	
Interest paid	\$ 96,596.82	\$ 1,726.35	\$ 944.13		
Outstanding June 30, 2011	\$ 1,368,582.24	\$ 33,710.76	\$ 4,532.75	\$ 458,442.43	\$ 3,353.31
Total outstanding tax titles					\$ 1,868,621.49

Deferred Tax Accounts

Outstanding July 1, 2010	\$ 150,991.02
Deferred fiscal year 2011	19,414.05
Payments	\$ 71,262.07
Interest paid	\$ 28,796.63
Outstanding June 30, 2011	\$ 99,143.00

Report of the **Treasurer**

I hereby respectfully submit the Annual Report of the Town Treasurer for the Fiscal Year 2011.

Balance, July 1, 2010	\$17,409,165.49
Add: Receipts	<u>72,380,409.25</u>
	89,789,574.74
Less: Disbursements by Warrant	<u>72,546,141.08</u>
Balance, June 30, 2011	\$17,243,433.66

LIBRARY TRUSTS														
	Douglas	Harder	Hopson	Kaveny	Lyman	Mitchell	Nickerson	Paine	Whiting	Garland	Fall	Egan	Lang	Grand Totals
Balance July 1, 2010	2,502.23	28,608.06	1,579.53	12,324.17	1,885.57	27,851.13	7,085.58	7,575.77	3,526.54	662.44	1,999.83	1,084.13	527,919.73	624,604.71
Receipts														
Investment Income	6.31	74.30	4.01	31.19	4.77	72.34	17.97	19.19	8.94	1.69	5.06	2.58	15,694.76	15,943.11
Investments/Change in value													61,548.41	61,548.41
subtotal	6.31	74.30	4.01	31.19	4.77	72.34	17.97	19.19	8.94	1.69	5.06	2.58	77,243.17	77,491.52
Disbursements														
Fees													(29,131.18)	(29,131.18)
Investments/Change in value													(4,186.50)	(4,186.50)
subtotal	-	-	-	-	-	-	-	-	-	-	-	-	(33,317.68)	(33,317.68)
Balance June 30, 2011	2,508.54	28,682.36	1,583.54	12,355.36	1,890.34	27,923.47	7,103.55	7,594.96	3,535.48	664.13	2,004.89	1,086.71	571,845.22	668,778.55
LANG														TOTAL
Beginning Balance														527,919.73
Cash Withdrawals														(10,147.08)
Dividends/Interest														15,694.76
Fees														(4,186.50)
Expenditures FY2011														(18,984.10)
Change in Account Value														61,548.41
Ending Balance														571,845.22

DEBT LIMIT AS OF JUNE 30, 2011

Equalized Valuation	\$5,372,328,900.00	
Debt Limit- 5% of		
Equalized Valuation		\$268,616,445.00
 Total Outstanding Debt	 \$33,165,990.00	
Total Outside Debt Limit	4,560,000.00	
 Net Debt subject to Debt Limit		 28,605,990.00
 Remaining Borrowing Capacity		
Below the Debt Limit		\$240,010,445.00

Schedule of Debt Outstanding at June 30, 2011
With Interest payable to maturity

Authorization			Outstanding	
			Principal	Interest
ART 76 2000 ATM	2.27%		30,000.00	2,100.00
Track & Soccer Fields	Refunded 9/16/2009			
	\$126,870.00			
ART#13 1996 ATM	2.27%		200,000.00	3,000.00
Library Add/Renovation	Refunded 9/16/2009			
	\$3,000,000.00			
ART#12 1998 ATM	2.27%		1,015,000.00	40,125.00
Community Center	Refunded 9/16/2009			
	\$5,095,000.00			
ART#2 2001 ATM	2.27%		5,910,000.00	645,247.00
Elementary School	Refunded 9/16/2009			
ARTICLES of 1999-00	2.27%		1,470,000.00	307,150.00
Land Bank	Refunded 9/16/2009			
ART#10 2000 STM/ ART#58 2001 ATM	2.27%		215,000.00	50,821.00
Land Bank (net of levy)	Refunded 9/16/2009			
	\$360,000.00			
ART#1 2000 STM	2.27%		\$705,000.00	164,187.00
Landfill Capping/Recycling	Refunded 9/16/2009			
ART#62 1998 ATM	2.27%		490,000.00	110,132.00
Land	Refunded 9/16/2009			
	\$979,500.00			
ART#48 1999 ATM	0.00%		108,509.00	n/a
Septic Loans				
	\$200,000.00			
ART#2 2002 STM	4.17%		400,000.00	96,130.00
Land Bank				
	\$725,000.00			
ART#1 2001STM;#8 2001STM	4.17%		630,000.00	148,212.00
Golf Course & Bldgs.				
	\$1,151,590.00			

ART#24 2002 <i>Water/Well</i>	4.17%	30,000.00	1,257.00
	\$170,000.00		
ART#14 2003 <i>Police Computers</i>	3.75%	10,000.00	325.00
	\$215,000.00		
ART#13 2003 <i>Police Station Plans</i>	3.75%	60,000.00	14,208.00
	\$140,000.00		
ART#31 2003 <i>Land Bank</i>	3.75%	680,000.00	157,659.00
	\$1,100,000.00		
ART#63 2001 <i>Land Bank</i>	3.75%	2,275,000.00	592,463.00
	\$3,500,000.00		
ART#36 STM/#5 ATM <i>Land Bank-Keeler Rose</i>	3.68%	805,000.00	157,275.00
	\$1,405,000.00		
ART#36 2001ATM <i>Septic Loan</i>	0.00%	82,482.00	n/a
	\$121,316.00		
ART#15 2004ATM <i>Water Dept.</i>	4.29%	2,200,000.00	1,284,855.00
	\$2,800,000.00		
ART#17 2004ATM <i>Golf Irrigation</i>	4.29%	955,000.00	194,803.00
	\$1,667,000.00		
ART#16 2004 ATM <i>Brooks Academy</i>	3.89%	125,000.00	25,100.00
	\$185,000.00		
ART#1 2006ATM <i>Middle School Roof</i>	3.89%	250,000.00	52,000.00
	\$350,000.00		
ART#2 2006STM <i>High School Roof</i>	3.89%	310,000.00	65,400.00
	\$430,000.00		
ART#26 2006ATM <i>Highway-Roads</i>	3.89%	200,000.00	4,000.00
	\$1,000,000.00		
ART#74 2006ATM <i>Golf Course</i>	3.89%	855,000.00	185,100.00
	\$1,175,000.00		

ART#16 2006ATM	2.55%	200,000.00	8,950.00
Police Station Plans			
	\$500,000.00		
ART#17 2006ATM	2.55%	200,000.00	8,950.00
Wastewater Mgmt.			
	\$500,000.00		
ART#18 2006ATM	2.55%	400,000.00	17,900.00
Road Maintenance			
	\$1,000,000.00		
ART#6 2008ATM	3.44%	7,850,000.00	2,666,000.00
Police Station			
	\$8,750,000.00		
ART#45 2009ATM	3.42%	80,000.00	12,075.00
Road Betterment			
	\$92,000.00		
ART#12 2009ATM	3.42%	1,425,000.00	524,813.00
Water Treatment			
	\$1,500,000.00		
Grand Totals		\$30,165,991.00	\$8,807,501.00

TRUST & ESCROW FUNDS
For the Year Ended June 30, 2011

Johnson-Ulm Scholarship Fund

Balance July 1, 2010	\$35,530.58
Receipts:	
Investment Income	<u>92.28</u>
Balance June 30, 2011	\$35,622.86

Herbert Morse Scholarship Fund

Balance July 1, 2010	\$8,025.81
Receipts:	
Investment Income	<u>20.33</u>
Balance June 30, 2011	\$8,046.14

Brooks Medal Fund

Balance July 1, 2010	\$1,079.45
Receipts:	
Investment Income	<u>2.74</u>
Balance June 30, 2011	\$1,082.19

High School Track Reconstruction

Balance July 1, 2010	\$3,870.36
Receipts:	
Investment Income	<u>14.15</u>
Balance June 30, 2011	\$3,884.51

Class of 1991

Balance July 1, 2010	\$1,200.15
Receipts:	
Investment Income	<u>3.00</u>
Balance June 30, 2011	\$1,203.15

Stabilization Fund

Balance July 1, 2010	\$898,297.59
Receipts:	
Investment Income	7,557.47
Disbursements:	
Transfers Out	<u> </u>
Balance June 30, 2011	\$905,855.06

Conservation Fund

Balance July 1, 2010		\$6,038.30
Receipts:		
	Investment Income	<u>15.25</u>
Balance June 30, 2011		\$6,053.55

Whitehouse Field Maintenance Fund

Balance July 1, 2010		\$13,562.99
Receipts:		
	Investment Income	<u>25.62</u>
Balance June 30, 2011		\$13,588.61

400th Anniversary

Balance July 1, 2010		\$1,506.45
Receipts:		
	Investment Income	<u>13.81</u>
Balance June 30, 2011		\$1,520.26

Cemetery Perpetual Care Funds

Balance July 1, 2010			\$494,052.52
Receipts:			
	Investment Income	444.70	
	Lot Sales	4,970.00	
	Transfers In	<u>49,035.99</u>	54,450.69
Disbursements:			
	Expenditures	112,545.56	
	Transfers Out	<u>23,000.00</u>	<u>135,545.56</u>
Balance June 30, 2011			\$412,957.65

Brooks Free Library Trust Funds

Balance July 1, 2010			\$624,604.71
Receipts:			
	Receipts		
	Investment Income	15,943.11	
	Investments/ Change in value	<u>61,548.41</u>	77,491.52
Disbursements:			
	Expenditures	29,131.18	
	Fees	<u>4,186.50</u>	<u>33,317.68</u>
Balance June 30, 2011			\$668,778.55

Salaries & Wages Paid

SCHOOL DEPARTMENT WAGES FY 2011

NAME	BASE PAY	OTHER	TOTALS
School Administration			
BANTICK, MARY M	47,111.01	600.00	47,711.01
BLANCHARD, CARLA W	85,027.00	700.00	85,727.00
CRAGIN, CAROLYN M	144,550.00	8,600.00	153,150.00
CURRY, NANCY J	53,160.74	600.00	53,760.74
DUPUY-DEWITT, MIRANDE	891.57	-	891.57
FINNELL, A. FRANCIS	4,575.00	-	4,575.00
HELD, SUSAN B	48,002.00	-	48,002.00
KNOWLES, SHIRLEY	319.00	-	319.00
LONDON, ANTIGONE	52,805.90	700.00	53,505.90
MURPHY, CATHERINE	4,450.00	-	4,450.00
SUCKOW, CHRISTINE D	98,000.00	2,700.00	100,700.00
SUSKO, BARBARA	57,000.00	-	57,000.00
TESO, ANTHONY P	100,669.00	12,679.75	113,348.75
Department Total	696,561.22	26,579.75	723,140.97
Elementary School			
ALBERTINE, MARY A	83,058.88	900.00	83,958.88
BARKER, JEANNE H	71,955.00	7,455.35	79,410.35
BARNETT, Nanci B	71,133.00	-	71,133.00
BELLIVEAU, MYRA L	71,955.00	400.00	72,355.00
BLUTE, JODIE C	32,582.50	-	32,582.50
BOOTH, KAREN A	57,718.00	3,244.00	60,962.00
BOULE, LESLIE C	73,810.00	400.00	74,210.00
BRADY, MELISSA R	71,955.00	1,680.00	73,635.00
BRAGDON, MARY A	67,458.04	360.00	67,818.04
BRANCHUT, LINDSEY A	52,249.08	-	52,249.08
BROOKHART, LARRY R	67,458.00	520.00	67,978.00
BROWNELL, KATHERINE J	32,370.12	-	32,370.12
CAPEN, NANCY L	63,582.13	-	63,582.13
CHASE, DONNA B	67,458.00	-	67,458.00
CHUTE, ANDREA	43,797.79	-	43,797.79
CLONEY, KATHLEEN	67,563.00	105.00	67,668.00
COSTELLO, JACALYN R	3,644.48	618.00	4,262.48
CRONEN, ERIN	43,740.00	2,430.00	46,170.00
CROWLEY, MARY E	58,931.03	360.00	59,291.03
DALY, DENISE	24,651.94	-	24,651.94
DERY, DEBRA	1,731.75	-	1,731.75
DILLON, JOAN E	72,625.13	3,323.00	75,948.13
DOWSON, JENNIFER C	28,742.25	-	28,742.25

NAME	BASE PAY	OTHER	TOTALS
DUGAS, MARCY	77,000.00	-	77,000.00
DUNFORD, ALISSA	21,669.00	-	21,669.00
D'URSO, ANNE E	69,695.00	1,670.00	71,365.00
ELLIS, LYNN	4,373.52	-	4,373.52
FISLER, MICHELLE	49,412.00	500.00	49,912.00
GOGGIN, LISA	25,988.98	-	25,988.98
GRADY, CHERYL S	67,458.00	-	67,458.00
GREIG, DEBRA A	31,515.12	-	31,515.12
GRENIER, GINA M	57,107.96	180.00	57,287.96
GUSHEE, CYNTHIA J	34,387.98	-	34,387.98
GVAZDAUSKAS, KRISTIN	49,819.90	400.00	50,219.90
HANSEN, RICHARD	71,955.00	1,180.00	73,135.00
HEIN, SAMUEL F	106,380.99	300.00	106,680.99
HIRSCHBERGER, AMY R	68,237.00	5,958.27	74,195.27
HOFFMAN, CHERYL	43,494.20	1,700.00	45,194.20
HUDSON, VIRGINIA B	41,718.04	180.00	41,898.04
HUGHES-PRINCE, CHRISTINE G	59,171.00	3,097.27	62,268.27
IDMAN, SARAH	2,809.03	-	2,809.03
JOHNSON, ELISE	28,439.26	-	28,439.26
JORGENSEN, FRANCESCA M	67,458.04	-	67,458.04
JOSEPH, FRANCES K	38,974.00	-	38,974.00
KARRAS, CATHERINE V	19,474.63	-	19,474.63
KEEFE, DANIEL J	13,926.92	-	13,926.92
KEITH, KATIE D	52,609.08	500.00	53,109.08
KING, DAWN M	68,237.00	1,160.00	69,397.00
KLUZA, GINA	7,391.14	-	7,391.14
KRYSTOFOLSKI, JENNIFER	63,184.00	-	63,184.00
LAMPERT, MEGHAN	41,718.04	360.00	42,078.04
LANGWAY, SUSAN	30,709.88	-	30,709.88
LEAHY, CYNTHIA A	32,536.92	-	32,536.92
LEGER, DONNA J	25,212.00	1,100.00	26,312.00
LEVY, MARY C	36,901.01	-	36,901.01
MALINOWSKI, PATRICIA A	77,520.00	399.88	77,919.88
MALONE, CATHERINE A	31,725.12	-	31,725.12
MC ILVIN, JENNIFER H	69,294.94	-	69,294.94
MC MANAMIN, LISA M	61,113.94	1,280.00	62,393.94
MCGUIGAN, JOHANNA	69,294.98	360.00	69,654.98
MORRIS, LAURA M	47,383.96	820.00	48,203.96
MORRIS, SANDRA J	26,650.98	-	26,650.98
OLIVER, JENNIFER	34,310.12	-	34,310.12
PETRUCCELLI-SMITHERS, J	71,955.00	400.00	72,355.00
PIKNICK, KIMBERLEE A	54,676.96	4,757.23	59,434.19
RESSLER, TIMOTHY J	45,769.00	1,420.00	47,189.00
RILEY, KATHRYN L	59,378.99	1,140.40	60,519.39
ROBBINS, PATRICIA	32,095.96	-	32,095.96

NAME	BASE PAY	OTHER	TOTALS
ROBINSON, BETSY B	34,381.88	-	34,381.88
ROSE, DYANNA	70,638.04	-	70,638.04
SALZILLO, FRANCES	4,253.25	-	4,253.25
SENIOR, ERIN K	68,237.00	-	68,237.00
SHAFFER, MARGARET E	21,604.40	949.28	22,553.68
SILK, ANN M	68,237.00	400.00	68,637.00
SIMMONS, LESLIE W	73,810.00	400.00	74,210.00
SISSON, MACKENZIE	28,463.10	-	28,463.10
SMITH, CAROLYN	2,565.00	-	2,565.00
SMITH, DONNA W	63,774.00	500.00	64,274.00
SMITH, MARC J	77,000.00	-	77,000.00
SMITH, PATRICIA A	43,155.00	-	43,155.00
SPEAKMAN, STEPHANIE	23,374.54	-	23,374.54
STROKER, LISA J	29,390.00	-	29,390.00
TANSEY, TAMMY L	31,318.23	-	31,318.23
TOBOJKA, REBECCA J	68,237.00	1,240.00	69,477.00
UNDERWOOD, JUDITH	11,408.74	-	11,408.74
VAGENAS, KATHLEEN	21,941.20	-	21,941.20
VALENTINE, SANDRA	68,237.00	1,320.00	69,557.00
VAN ESSENDELFT, TERENCE A	15,103.67	-	15,103.67
VIENT, JAMIE M	49,819.90	-	49,819.90
WEATHERUP, LAURA W	71,132.88	2,188.75	73,321.63
WEBB, BARBARA C	31,482.92	-	31,482.92
WEST, CHERYL A	37,205.98	-	37,205.98
WILSON, ALANA G	21,969.73	-	21,969.73
WOODS, MARYANNE	29,877.94	-	29,877.94
ZABIELSKI, DEBORAH	34,325.98	-	34,325.98
Department Total	4,421,249.09	57,656.43	4,478,905.52
Middle School			
ALTIERI, WILLIAM H	65,618.00	-	65,618.00
BABB, JANE E	59,536.88	3,210.21	62,747.09
BARTON, JANICE L	17,502.08	510.00	18,012.08
BICKNELL, JACLYN	35,798.39	-	35,798.39
BOYLE, FRANCES	22,188.53	-	22,188.53
COPPOLA, CAREN D	52,249.00	180.00	52,429.00
CREEDON, DENISE A	73,810.00	-	73,810.00
CUTTER, LAUREN J	68,237.00	-	68,237.00
DARSON, DEBORAH	77,820.00	705.50	78,525.50
DAVOL, SALLY J	34,536.88	500.00	35,036.88
DECHARLES, JACQUELINE M	10,408.80	-	10,408.80
FABIA, ALICE E	72,135.00	2,823.88	74,958.88
FALCONE, MARY	68,237.00	2,762.00	70,999.00
FISETTE, WENDY	25,750.92	-	25,750.92
FLEMING, SEAN M	78,698.00	-	78,698.00
FORIST, MELINDA D	81,359.00	5,530.97	86,889.97

NAME	BASE PAY	OTHER	TOTALS
GIFFORD, NANCY M	71,132.88	180.00	71,312.88
GINGRAS, SHANNAH J	11,259.40	-	11,259.40
GRIFFITH, ELAINE M	47,383.96	-	47,383.96
GRIFFITHS, LAUREN	33,448.10	-	33,448.10
HAAS, BONNALYN	81,358.94	1,205.50	82,564.44
HANNA, TRACEY H	50,522.12	3,218.19	53,740.31
HURRIE, MARK G	31,670.83	1,170.00	32,840.83
KEEFE, JEANNE M	63,774.00	2,355.00	66,129.00
KELLY, JODI L	24,802.06	-	24,802.06
KING, ELISABETH J	30,629.46	-	30,629.46
KRACH, ELLIOTT	23,870.04	2,290.00	26,160.04
MAGELANER, LISA	68,417.00	4,627.50	73,044.50
MALCOLM, NANCY L	68,237.00	399.88	68,636.88
MATHESON, ANDREW S	67,458.00	9,818.88	77,276.88
MC GEOCH, VIRGINIA	69,295.00	1,770.00	71,065.00
MENDOZA, KATHLEEN J	69,295.00	1,691.00	70,986.00
MERRILL, SYLVIA	69,295.00	-	69,295.00
MONROE, BRIAN H	15,603.28	-	15,603.28
NAPIERKOWSKI, GORDON E	67,458.04	5,199.00	72,657.04
PETERSON, MELISSA D	30,660.90	540.00	31,200.90
PETRASKO, GEORGIA A	59,933.90	-	59,933.90
PHELAN, LEONARD H	50,203.33	-	50,203.33
PIEKARSKI, CHRISTINE	59,536.88	360.00	59,896.88
REIS, HEATHER M	67,458.04	360.00	67,818.04
REUSS, PAMELA T	76,681.00	2,346.46	79,027.46
RILEY, JOHN W	33,009.64	-	33,009.64
RUTLEDGE, SALLY	76,681.00	966.00	77,647.00
SAVAGE, KAREN A	73,810.00	580.00	74,390.00
SIMMONS, ROBERTA	43,456.38	-	43,456.38
SMITH-FAY, GEORGIA	49,819.90	-	49,819.90
TOBIN, NENA L	59,934.00	-	59,934.00
TOSCANO-GROSS, DIANA J	65,406.90	2,953.00	68,359.90
WAYSTACK, BERNADETTE	67,393.18	2,302.02	69,695.20
WILLIAMS, COURTNEY E	16,056.82	-	16,056.82
WILSON, STEVEN B	75,665.00	7,070.00	82,735.00
YELLE, WENDY	40,688.80	5,080.00	45,768.80
Department Total	2,755,191.26	72,704.99	2,827,896.25

High School

ANDERSON, JOHN	65,902.07	5,199.00	71,101.07
BAIRSTOW, KAREN G	47,545.17	3,453.20	50,998.37
BARBATO, ELISABETH H	31,341.48	-	31,341.48
BATES, KEVIN S	67,458.00	4,016.00	71,474.00
BEER, TED W	71,133.00	-	71,133.00
BENNETT, JONATHAN M	72,001.49	8,985.00	80,986.49

NAME	BASE PAY	OTHER	TOTALS
BIRCHFIELD, JAMES	69,295.00	9,904.00	79,199.00
BOOTH, PAIGE	6,148.98	-	6,148.98
BRESKI, DAVID	47,383.96	4,385.00	51,768.96
BUFFINGTON, APRIL	23,638.31	-	23,638.31
BURKE, DAVID M	35,505.00	-	35,505.00
BYRNES, ROBERT E	43,783.20	6,521.00	50,304.20
CALLAGY, MARGARET A	68,195.28	737.24	68,932.52
CAMPBELL, JOANNE K	42,610.46	3,124.00	45,734.46
CATANZARO, ANTHONY J JR	68,237.00	16,939.00	85,176.00
CHILAKA, ANGELINA A	71,955.00	6,080.65	78,035.65
COTE, VALERIE L	67,458.04	3,302.00	70,760.04
DEMANCHE, PAUL G	74,698.00	5,790.00	80,488.00
DICKSON, JOHN T	67,458.00	-	67,458.00
DIETZ, BETH A	63,183.90	3,000.00	66,183.90
DONOVAN, DEBORAH	73,194.85	5,771.00	78,965.85
DOOLEY-TRABUCCO, ANN M	65,618.00	2,396.00	68,014.00
DORGAN, DIANE	71,955.00	900.00	72,855.00
DRISCOLL, LEE A	26,881.92	-	26,881.92
DUFALT, CHERYL	43,334.98	-	43,334.98
EASTMAN, JILL A	67,458.00	5,386.77	72,844.77
FALLON, NICOLA	32,595.70	-	32,595.70
GIROLAMO, JANIE	91,525.00	7,931.00	99,456.00
HARRINGTON, EILEEN M	35,960.34	-	35,960.34
HEGGI, JOSEPH E	71,133.00	10,848.27	81,981.27
HEMEON, MARY E	68,237.00	4,335.12	72,572.12
HOFF, ELIZABETH A	41,718.04	1,831.00	43,549.04
HOFMANN, ERIN M	69,295.00	2,995.33	72,290.33
HOUSTON, RICHARD F	81,359.00	3,435.04	84,794.04
KEHOSS, KRISTY M	47,384.00	6,814.00	54,198.00
KELLY, KAREN M	71,955.00	400.00	72,355.00
KIEFER, LISA M	63,774.10	3,674.00	67,448.10
LE VANGIE, LYNNE	63,774.10	971.00	64,745.10
LEETE, ANNE C	63,774.00	457.77	64,231.77
MCGRORY, JANIS C	69,294.94	1,644.00	70,938.94
MCMURRAY, HALEY B	-	120.00	120.00
MOYNAGH, PETER F	34,776.00	4,501.33	39,277.33
POORE, CHERYL M	-	5,670.00	5,670.00
REINWALD, THERESA M	34,387.62	-	34,387.62
RICHARD, ROSEMARIE	67,458.00	5,053.00	72,511.00
ROSE, PATRICIA E	25,082.85	-	25,082.85
SCHILLER, BETHANY J	41,139.02	384.00	41,523.02
SCHNEIDER-BIRON, LIANE B	65,618.00	6,310.37	71,928.37
SESSLER, DENISE L	74,811.10	-	74,811.10
SHEDLOCK, ANDREA B	38,072.06	-	38,072.06
SIMMONS, ELIZABETH B	73,810.00	737.77	74,547.77
SMELTZER, ROBERT M	74,811.00	180.00	74,991.00

NAME	BASE PAY	OTHER	TOTALS
SOWPEL, GEORGE G	65,618.00	-	65,618.00
STALKER, MICHELE	180.00	-	180.00
SUMMERS, HERBERT	34,325.98	-	34,325.98
THYNG, HOLLY A	27,415.18	-	27,415.18
TITUS, ROBIN	75,665.00	2,079.00	77,744.00
TURCO, DIANE C	71,955.00	270.00	72,225.00
TURNER, KEVIN A	106,864.00	1,350.00	108,214.00
UNDERWOOD, THOMAS	40,354.59	-	40,354.59
WEEKES, JOANNE L	31,575.00	1,141.00	32,716.00
WHITTEMORE, DEIDRE	69,295.00	-	69,295.00
WOLCOTT, CANDACE	31,515.00	-	31,515.00
YARNALL, STACY L	45,769.10	11,630.00	57,399.10
Department Total	1,095,721.50	29,135.14	1,124,856.64

School Cafeteria

BARKER, DEBORAH L	18,747.68	7,486.25	26,233.93
DESIATA, NANCY A	43,811.56	-	43,811.56
DUDIS-LUCAS, ELIZABETH A	13,804.30	850.10	14,654.40
GROOMS, THERESA L	11,491.90	-	11,491.90
HALL, KRISTI	7,465.32	-	7,465.32
HARK, HELEN M	18,613.68	7,547.73	26,161.41
HOGG, SUZANNE D	16,408.25	705.12	17,113.37
KILROY, BARBARA	32.90	-	32.90
LANDERS, NANCY J	11,237.96	348.32	11,586.28
LEGER, JACQUELYN L	13,419.21	360.00	13,779.21
LOCKE, ROBIN	6,410.00	-	6,410.00
MAKER, LESLEY A	9,161.44	335.00	9,496.44
ROSE, MICHAEL F	63.00	-	63.00
SHERRY, DOLORES M	6,200.00	-	6,200.00
WILSON, CHRISTINE	4,550.99	-	4,550.99
WINDLE, JEANNINE M	6,640.00	-	6,640.00
Department Total	188,058.19	17,632.52	205,690.71

Custodians

BIRTWELL, KENNETH	41,023.52	1,387.56	42,411.08
COTELL, JOSEPH S JR.	661.50	-	661.50
DEMERS, DAVID A	53,174.00	1,478.87	54,652.87
DICKERMAN, ERROL L	2,352.00	-	2,352.00
DONOVAN, ROBERT A	41,776.00	3,730.85	45,506.85
ELDREDGE, RICHARD	42.00	-	42.00
ENGLAND, DYLAN	252.00	-	252.00
GARBITT, GARY W SR.	37,744.90	943.31	38,688.21
GAROFALO, ROBERT	46,613.45	728.79	47,342.24
GUINEN, GLEN R	315.00	-	315.00
HACKETT, JOHN	1,317.75	-	1,317.75
HUDSON, JAMES	1,029.00	-	1,029.00

NAME	BASE PAY	OTHER	TOTALS
JECROIS, BERMAN	252.00	-	252.00
JOHNSON, CHRISTOPHER	37,117.71	5,349.01	42,466.72
MERRITT, CHARLES	13,713.00	-	13,713.00
OAKLEY, KEVIN M	41,776.00	2,942.73	44,718.73
PEDERSEN, TIMOTHY	41,826.00	4,284.34	46,110.34
POTTER, CHUCK	39,867.00	5,360.26	45,227.26
SIROIS, RICHARD A	40,185.51	1,167.54	41,353.05
STARKWEATHER, MICHAEL A	39,415.87	2,377.24	41,793.11
VALLE, ARTHUR R	38,096.00	2,655.54	40,751.54
VICKERY, JONATHAN	252.00	-	252.00
WILLCOX, JAMES	41,876.00	6,062.33	47,938.33
WILLCOX, JOHN	2,446.50	-	2,446.50
Department Total	563,124.71	38,468.37	601,593.08

Harwich After School Program

BESSETTE, MELISSA	5,146.97	-	5,146.97
COOK, ASHLEY	4,425.00	-	4,425.00
COSTIN, DANIEL R	592.24	-	592.24
COUGHLIN, ERIN B	6,674.80	-	6,674.80
DAVIES, AMY C	390.00	-	390.00
DAVIS, KRISTA L	32.03	-	32.03
EMERSON, ANN B	72,944.56	-	72,944.56
FOLEY, PATRICK	11,002.87	-	11,002.87
FORTIER, MARGAUX R	2,717.80	-	2,717.80
FORTIER, PAMELA J	8,981.98	-	8,981.98
GURLEY, TORIANA	2,754.66	-	2,754.66
HATCH, JARED	3,923.59	-	3,923.59
JACEK, KELLIE	6,585.24	-	6,585.24
JOY, ALLYSON	12,809.18	-	12,809.18
LABELLE, ALEXANDRA	10,873.66	-	10,873.66
LAFORTUNE, KRISTY	232.19	-	232.19
LEAHY, DANIEL J	3,346.24	-	3,346.24
MAYO, SAMANTHA	688.16	-	688.16
PARENT, DIANE	4,079.42	-	4,079.42
PARENT, MICHELLE	3,833.19	-	3,833.19
ROBINSON, DAVID	133.12	-	133.12
ROBINSON, EMILY	6,062.62	-	6,062.62
SERAFINO, CAROL N	18,198.43	-	18,198.43
SPEYER, ANNE	1,600.00	-	1,600.00
VIENT, THERESA	11,273.36	-	11,273.36
WITZGALL, BRIAN	40.57	-	40.57
YUEN, HOYIN	82.80	-	82.80
Department Total	199,424.68	-	199,424.68

NAME	BASE PAY	OTHER	TOTALS
Substitutes			
ADAMS, OLGA	175.00	-	175.00
ARVIDSON, DEIRDRE	70.00	-	70.00
AVERY, GEORGE	-	2,290.00	2,290.00
BANKS, EDLOW	630.00	-	630.00
BASSO, SHARON	4,017.01	-	4,017.01
BATES, DONALD T JR	-	11,340.00	11,340.00
BLOWERS, CAROL	210.00	-	210.00
BLUTE, JODI	619.50	-	619.50
BONACCI, BETHANN	409.50	-	409.50
BUCCI, ELISA M	58.50	-	58.50
CLARK, ANNA	106.00	-	106.00
CLARKE, ROSE ANN	6,510.00	-	6,510.00
CONKLIN, TARA JOHANNA	11,898.31	776.35	12,674.66
COPPOLA, ALANA	70.00	-	70.00
CRAIG, BETHANY H	2,240.00	-	2,240.00
CRONIN, MARY	290.50	-	290.50
CULVER, ROBIN	153.00	-	153.00
DAVOCK, KATHLEEN	58.50	-	58.50
DE DOMINICIS, MARIA	652.50	-	652.50
DELANEY, PAULA	1,050.00	-	1,050.00
DEWEY, JENNIFER M	510.00	-	510.00
DILZER, ROBERT	140.00	-	140.00
DINDA, LINDA J	875.00	-	875.00
DOHERTY, WILLIAM	1,120.00	-	1,120.00
DONLAN, MARC C	1,091.25	-	1,091.25
D'URSO, MARK	2,217.00	-	2,217.00
ELDREDGE, SHEILA A	630.00	-	630.00
ENRIGHT, LILLIAN	140.00	-	140.00
FALCONE, MICHAEL	4,258.50	-	4,258.50
FARNHAM, KATHARINE A	4,576.00	-	4,576.00
FERREIRA, EDWARD J JR	1,669.50	-	1,669.50
FIEDLER, KAREN S	665.00	-	665.00
FLINT, KARI A	1,680.00	-	1,680.00
FLYNN, GARY P	11,748.41	-	11,748.41
FOSTER, ANN	70.00	-	70.00
FRAZIER-CHASSE, TONNYA	490.00	-	490.00
FRITH, MARJORIE	175.50	-	175.50
GONNELLA, PETER	-	5,199.00	5,199.00
GRACEFFA, JULIE	420.00	-	420.00
GRAHAM, CATHERINE	2,910.00	-	2,910.00
GREENE, JILL E	640.00	-	640.00
GRIFFITHS, THOMAS JR	770.00	-	770.00
GRIMLEY, DANIEL	2,613.50	-	2,613.50
GROVES, KRISTIN	3,660.00	-	3,660.00

NAME	BASE PAY	OTHER	TOTALS
GUNN, EDWARD J	280.00	-	280.00
HADFIELD, ROBERT D	-	3,147.00	3,147.00
HADFIELD, WILLIAM	-	4,731.00	4,731.00
HEMLEY, FREYA	10,190.00	-	10,190.00
HESTER, LAURA	420.00	-	420.00
HOLDEN, KATHERINE M	70.00	4,731.00	4,801.00
HUBECKY, DANIEL A	1,370.00	-	1,370.00
JAWORSKI, JOHN	-	2,290.00	2,290.00
KALBACH, BARBARA	8,622.00	-	8,622.00
KAUP, RACHEL B	3,392.00	-	3,392.00
KEEFE, NANCY M	1,190.00	-	1,190.00
KELLY, THOMAS J	93.50	-	93.50
LA DUKE, EVELYN	1,120.00	-	1,120.00
LANGELIER, MEREDITH	320.00	2,290.00	2,610.00
LAYTON, ELIZABETH H	360.00	-	360.00
LEACH, DANA M	1,236.00	-	1,236.00
LOGSDON, SUSAN	70.00	-	70.00
LOUCKS, JENNIE C	32.90	-	32.90
LOVETT, JANE L	2,399.00	-	2,399.00
LUCIANO, KAREN G	1,418.50	-	1,418.50
LYDON, ELIZABETH	4,375.00	-	4,375.00
LYDON, KELLY K	70.00	-	70.00
MAC PHERSON, TIFFANNY	2,475.00	-	2,475.00
MADDEN, JUDITH A	5,746.50	-	5,746.50
MANOS, MARIA	443.50	-	443.50
MC CARTHY, PAMELA J	5,285.00	-	5,285.00
MC FARLAND, LEONA M	420.00	-	420.00
MCCORMACK, SAMUEL P	140.00	5,311.00	5,451.00
MCGRATH, JEFFREY P	435.00	-	435.00
MCINTYRE, CHARLES E	5,145.00	3,352.00	8,497.00
MCLAUGHLIN-GAGNON, JEANNE	1,785.00	-	1,785.00
MONBOUQUETTE, JOHN	3,010.00	-	3,010.00
MONTIERO, SHAWN	1,286.20	3,147.00	4,433.20
MORRIS, WILMA	21,901.25	-	21,901.25
NEEDEL, ANDY	58.50	-	58.50
NIEDERMEIER, HELEN	490.00	-	490.00
OGAS, JOHN	140.00	-	140.00
OZOLINS, KELLY J	210.00	-	210.00
PALUCK, PAMELA M	58.50	-	58.50
PARADIS, SUZANNE C	6,165.50	-	6,165.50
PARKER, WENDY	3,150.00	-	3,150.00
PAULUS, RICK	-	4,535.00	4,535.00
PEREZ, ROSEMARY	58.50	-	58.50
PLATH, LINDA C	5,040.00	-	5,040.00
PONTBRIAND, AMANDA	58.50	-	58.50

NAME	BASE PAY	OTHER	TOTALS
POTTER, JOY A	70.00	-	70.00
RZEWSKI, CAROLYN B	5,748.00	-	5,748.00
SANTACROCE, ANN B	3,493.50	-	3,493.50
SARTORI, LINDA	1,260.00	-	1,260.00
SECOLA, MARY LOUISE	140.00	-	140.00
SIDOLI, CHRISTOPHER J	4,330.00	-	4,330.00
SIGNORILE, LEN	677.50	-	677.50
SMITH, KATHLEEN M	315.00	-	315.00
SMITH, ODIN	4,690.00	-	4,690.00
SULLIVAN, AMY	770.00	-	770.00
SUSKO, ANNE C	770.00	-	770.00
TAYLOR, KIMBERLEI G	630.00	-	630.00
THOMPSON, CYNTHIA H	781.88	-	781.88
TOMASIAN, MEGHAN	705.25	-	705.25
TRAVAGLINO, LOUIS J	7,210.00	-	7,210.00
VERITY, STEPHEN W	6,580.00	-	6,580.00
VRLIK, CAROL E	1,845.00	-	1,845.00
WHITE, JOSEPH C	70.00	-	70.00
WILDER, ROBERT	560.00	-	560.00
WIMBERLY, KATHRYN	128.50	-	128.50
WYETH, DOROTHY	20,925.00	-	20,925.00
YORK, EDWARD	720.00	-	720.00
ZILLIOX, GENOVAITE	6,475.00	-	6,475.00
Department Total	74,051.63	-	74,051.63
Grand Totals	12,520,973.42	446,834.27	12,967,807.69

GENERAL GOVERNMENT WAGES FY 2011

NAME	BASE PAY	OT	DETAILS	OTHER	TOTALS
Moderator, Selectmen, FinComm					
FORD, MICHAEL D	300.00	-	-	-	300.00
BALLANTINE, LARRY G	1,500.00	-	-	-	1,500.00
CEBULA, LINDA A	1,500.00	-	-	-	1,500.00
HUGHES, PETER S	185.48	-	-	-	185.48
LAMANTIA, ANGELO S	1,500.00	-	-	-	1,500.00
MCMANUS, EDWARD J	1,500.00	-	-	-	1,500.00
WILKINS, ROBIN D	1,314.52	-	-	-	1,314.52
GILLESPIE-LEE, LAURA A	1,615.43	-	-	-	1,615.43
Department Total	9,415.43	-	-	-	9,415.43
Finance Department					
IT, Accounting					
BANFORD, RICHARD F	84,227.97	-	-	6,192.74	90,420.71
RYAN, DAVID L	115,012.26	-	-	-	115,012.26
SILVA, DIANE L	49,623.84	-	-	300.00	49,923.84
TULLOCH, WENDY A	44,578.80	-	-	1,776.32	46,355.12
Assessing					
MOLINO, DONNA M	50,564.64	5,234.04	-	-	55,798.68
NEESE, ROBERT S	499.92	-	-	-	499.92
NIGHTINGALE, BRUCE W	499.92	-	-	-	499.92
ONNEMBO, V M	30,998.99	-	-	2,187.20	33,186.19
SCANNELL, DAVID R	84,181.89	-	-	6,192.74	90,374.63
TAYLOR, TAMMY E	40,006.24	3,953.27	-	-	43,959.51
WAYSTACK, RICHARD J	499.92	-	-	-	499.92
Treasurer/Collector					
DALEY, CAITLIN E	23,067.76	-	-	3,108.56	26,176.32
DUFFY, AMY E	53,494.56	1,068.72	-	5,055.03	59,618.31
MC ISAAC, MARY T	75,440.88	-	-	-	75,440.88
MURPHY, JUDITH A	44,395.80	280.60	-	3,694.16	48,370.56
OTIS, JANICE	5,596.58	21.30	-	-	5,617.88
PARKHURST, DOROTHY A	1,923.38	-	-	14,795.20	16,718.58
Department Total	704,613.35	10,557.93	-	43,301.95	758,473.23
Town Administration					
BALMER, NANETTE F	73,534.01	-	-	300.00	73,834.01
MERRIAM, JAMES R	124,523.10	-	-	3,486.60	128,009.70
NELSON, ELNA	3,551.34	-	-	-	3,551.34
ROBINSON, SANDRA J	50,764.76	41.57	-	804.32	51,610.65
STEIDEL, ANN	53,889.21	1,413.22	-	376.93	55,679.36
Department Total	306,262.42	1,454.79	-	4,967.85	312,685.06
Channel 18					
GOODWIN, JAMIE L	13,842.40	-	-	-	13,842.40
MASON, JILL M	65,003.05	-	-	2,900.12	67,903.17
Department Total	78,845.45	-	-	2,900.12	81,745.57

NAME	BASE PAY	OT	DETAILS	OTHER	TOTALS
Constables					
BELTIS, GERALD C	125.00	-	-	-	125.00
CUPOLI, MICHAEL T	125.00	-	-	-	125.00
DIMAURO, ARMANDO G	125.00	-	-	-	125.00
ROBINSON, DAVID A	125.00	-	-	-	125.00
STAWIARSKI, RICHARD S	125.00	-	-	-	125.00
Department Total	625.00	-	-	-	625.00
Town Clerk					
ARNEMANN, JOHANNE M	60.00	-	-	-	60.00
BASSETT, DAVID A	300.00	-	-	-	300.00
BEARSE, JOYCE E	300.00	-	-	-	300.00
BOWEN, SHEILA K	150.00	-	-	-	150.00
BOWERS, JANET S	380.00	-	-	-	380.00
BOWERS, RICHARD H	240.00	-	-	-	240.00
BUCKWOLD, JUELL E	853.76	-	-	-	853.76
BURKE, VIRGINIA W	210.00	-	-	-	210.00
CHASE, ELEANOR LEE	210.00	-	-	-	210.00
CLARKE, MARY E	420.00	-	-	-	420.00
CORBETT, URSULA K	380.00	-	-	-	380.00
DAGENAIS, HILDA P	210.00	-	-	-	210.00
DAVIS, JUDITH	470.00	-	-	-	470.00
DOUCETTE, ANITA N	71,288.60	-	-	-	71,288.60
EAGAN, MARY M	230.00	-	-	-	230.00
EATON, DONNA W	360.00	-	-	-	360.00
FLYNN, LESLIE J	80.00	-	-	-	80.00
GAUDET, KATHRYN A	38,915.10	-	-	300.00	39,215.10
GAUDET, PHILIP B	18,311.04	-	-	-	18,311.04
GOTTWALD, RAYMOND C	160.00	-	-	-	160.00
HALL, SANDRA	140.00	-	-	-	140.00
HARRINGTON, DOROTHY M	190.00	-	-	-	190.00
HEMMINGS, DOROTHY G	666.05	-	-	-	666.05
HOWELL, DONALD F	300.00	-	-	-	300.00
KAISER, JANET M	380.00	-	-	-	380.00
KAPLAN, ANN W	210.00	-	-	-	210.00
KELSEY, MARY L	140.00	-	-	-	140.00
MADSON, BARBARA A	240.00	-	-	-	240.00
MARAHRENS, LOUISE F	200.00	-	-	-	200.00
MARAHRENS, PAUL	200.00	-	-	-	200.00
MIHOVAN, LOUISE R	121.10	-	-	-	121.10
MILLS, SUSAN J	500.00	-	-	-	500.00
REMILLARD, WILFRED	300.00	-	-	-	300.00
ROBINSON, EVELYN R	210.00	-	-	-	210.00
SACRAMONE, CATHERINE A	330.00	-	-	-	330.00
SILVERIO, ARKALINE	70.00	-	-	-	70.00
SILVERIO, JANET	200.00	-	-	-	200.00
TOMPKINS, ANNE N	200.00	-	-	-	200.00
WEINSTEIN, SUSAN W	130.00	-	-	-	130.00
WEST, PAULA M	48,799.20	-	-	1,458.36	50,257.56
Department Total	187,054.85	-	-	1,758.36	188,813.21

NAME	BASE PAY	OT	DETAILS	OTHER	TOTALS
Conservation					
CHATHAM, JOHN T	71,608.21	-	-	2,445.76	74,053.97
Department Total	71,608.21	-	-	2,445.76	74,053.97
Planning, Appeals					
BANTA, ELAINE	37,745.00	106.95	-	-	37,851.95
SPITZ, DAVID H	75,614.09	-	-	300.00	75,914.09
HAYES, ELIZABETH K	2,128.46	-	-	-	2,128.46
STRANGER, LINDSAY D	222.69	-	-	-	222.69
STEWART, SANDRA	2,569.28	-	-	-	2,569.28
WILSON, JUDITH L	2,694.33	-	-	-	2,694.33
Department Total	120,973.85	106.95	-	300.00	121,380.80
Police					
BOORACK, PAUL P	62,526.93	10,914.22	2,520.00	2,776.00	78,737.15
BRACKETT, ROBERT C	61,808.53	31,738.95	-	1,400.00	94,947.48
BROGDEN-BURNS, LYNDA J	-	-	168.00	-	168.00
BROUILLETTE, DAVID R	-	-	504.00	-	504.00
BURNS, JOHN J	44,285.36	2,382.72	2,604.00	2,917.06	52,189.14
BUTTRICK, RICHARD E JR	61,893.57	712.20	252.00	1,242.00	64,099.77
CAMPBELL, RICHARD	83,733.10	17,102.18	11,550.00	970.51	113,355.79
CLARKE, THOMAS D	63,406.23	5,631.65	47,544.00	4,326.00	120,907.88
CODY, STEPHEN W	28,714.01	-	-	566.63	29,280.64
CONNERY, JAMES R	51,552.60	2,057.67	16,893.00	1,068.00	71,571.27
CONSIDINE, KEVIN M	77,176.17	37,631.38	6,447.00	1,180.75	122,435.30
CRANSHAW, BRIAN L	39,970.94	6,886.81	840.00	1,306.00	49,003.75
CULVER, LYMAN E JR	4,588.00	166.50	-	-	4,754.50
CURRIE, ROBERT E	13,736.25	-	30,408.00	-	44,144.25
DAVIS, JEFFREY F	57,972.43	343.96	-	274.00	58,590.39
DUTRA, DEREK J	61,893.57	7,411.33	5,649.00	1,572.00	76,525.90
GAGNON, THOMAS A JR	92,296.91	-	16,611.00	-	108,907.91
GEAKE, ERIC J	56,265.79	8,042.46	39,732.00	1,866.00	105,906.25
GOSHGARIAN, ARAM V	64,230.61	6,004.40	17,682.00	1,770.00	89,687.01
HADFIELD, ROBERT D	59,221.25	3,811.89	35,889.00	2,922.00	101,844.14
HARRIS, MARC W	66,153.64	1,260.80	-	1,400.00	68,814.44
HOLMES, MARK T	50,014.39	5,035.71	23,940.00	1,270.00	80,260.10
HORGAN, ROBERT F	64,771.35	12,076.19	26,712.00	1,972.00	105,531.54
HUTTON, ADAM E	76,802.80	23,833.34	13,839.00	1,111.01	115,586.15
JACEK, DAVID J	88,493.09	34,933.24	2,016.00	-	125,442.33
KANNALLY, KEITH T	48,439.15	5,713.20	19,635.00	1,462.00	75,249.35
KENDER, CHRISTOPHER J	65,323.28	8,159.70	4,746.00	707.75	78,936.73
LABELLE, JOSEPH F JR	56,893.08	2,577.73	19,635.00	1,566.00	80,671.81
LINCOLN, KEITH E	15,281.03	589.70	672.00	-	16,542.73
MASON, WILLIAM A	119,015.00	-	-	457.75	119,472.75
MCGRATH, KELLY M	74.00	-	-	-	74.00
MITCHELL, BARRY M	89,377.88	-	6,468.00	-	95,845.88
MITCHELL, JONATHAN L	60,783.98	2,950.72	-	-	63,734.70
NOLAN, NEIL A	56,393.53	5,130.49	1,512.00	1,928.00	64,964.02
PETELL, PETER P	47,190.33	4,013.19	336.00	834.00	52,373.52
PORTER, MICHAEL E JR	63,638.22	998.97	-	1,400.00	66,037.19

NAME	BASE PAY	OT	DETAILS	OTHER	TOTALS
RADZIEWICZ, JANET	1,054.50	-	-	-	1,054.50
SCARNICI, PATRICIA A	444.00	-	-	-	444.00
SHELLEY, WILLIAM M JR	61,364.32	7,392.11	840.00	3,610.00	73,206.43
SULLIVAN, JOHN F JR	79,002.69	21,860.32	31,521.00	1,968.51	134,352.52
SULLIVAN, JOHN F SR	2,315.50	-	18,774.00	-	21,089.50
TAVANO, DONNA L	48,906.01	-	-	972.24	49,878.25
ULRICH, T P	56,393.54	3,792.09	336.00	690.00	61,211.63
WALINSKI, AMY	48,439.15	10,198.40	11,214.00	2,272.00	72,123.55
WARREN, JOHN E JR	61,871.68	4,260.59	33,894.00	4,910.00	104,936.27
YOUNG, KAREN F	48,799.18	-	-	3,402.86	52,202.04
Department Total	2,362,507.57	295,614.81	451,383.00	58,091.07	3,167,596.45

Fire

AYER, JOHN C	57,644.51	32,334.72	-	14,378.27	104,357.50
BOYNE, JASON R	43,764.36	4,406.88	393.12	2,751.01	51,315.37
CLARKE, JOHN H	62,384.75	24,176.88	982.80	14,096.46	101,640.89
CLARKE, NORMAN M JR	84,504.45	-	-	17,362.38	101,866.83
COUGHLAN, BRIAN T	60,793.92	4,326.30	-	15,269.57	80,389.79
DEERING, LEIGHANNE	56,941.54	7,302.87	-	12,141.88	76,386.29
DIAMOND, ERIC C	57,197.17	7,138.74	589.68	11,665.57	76,591.16
EDWARDS, RYAN P	53,831.69	16,466.71	-	8,247.07	78,545.47
ELDREDGE, MATTHEW A	53,415.56	14,385.90	196.56	12,160.25	80,158.27
FARRENKOPF, KENT J	60,949.04	23,734.62	687.96	14,916.88	100,288.50
FINN, PAUL	58,025.84	6,480.24	-	5,605.04	70,111.12
FLYNN, WILLIAM L JR	105,987.93	-	-	4,463.90	110,451.83
FORD, JOSHUA D	57,420.84	21,944.96	1,101.48	5,614.59	86,081.87
GOULD, THOMAS D	56,973.48	14,358.52	393.12	13,129.33	84,854.45
HAWTHORNE, GLENN D	58,315.54	9,277.86	-	14,416.96	82,010.36
JAQUES, TIMOTHY S	61,028.00	17,160.99	-	15,135.81	93,324.80
KALBACH, LEONARD	27,881.90	-	-	17,886.55	45,768.45
LEBLANC, DAVID J	59,672.29	33,135.00	-	14,658.43	107,465.72
L'ETOILE, BRAD A	44,967.57	9,940.48	511.80	2,846.79	58,266.64
MABILE, BUCKY J	57,420.85	5,833.11	196.56	12,267.76	75,718.28
MASON, MICHAEL J	59,672.29	12,643.00	393.12	14,564.45	87,272.86
MAYO, JOSEPH	62,383.46	13,120.38	196.56	13,506.78	89,207.18
NORCOTT, BRENDA L	56,973.48	3,858.12	-	11,664.43	72,496.03
PARKER, DONALD W JR	62,384.75	35,921.34	393.12	14,342.16	113,041.37
PICHE, SHAWN P	57,420.84	9,932.16	245.70	11,025.29	78,623.99
PIRES, SUSAN A	37,615.70	-	-	633.34	38,249.04
REGO, JOSEPH H III	52,999.41	8,496.12	-	9,037.82	70,533.35
ROMME, GEORGE H JR	62,384.76	18,972.00	786.24	10,892.58	93,035.58
SANDERS, ROBERT K	65,535.76	13,627.68	393.12	17,967.54	97,524.10
THORNTON, CRAIG W	58,315.54	17,912.70	-	12,935.54	89,163.78
TYLDESLEY, SCOTT A	56,973.49	26,660.52	393.12	12,084.69	96,111.82
WALORZ, JUSTYNE L	56,973.48	12,860.40	393.12	13,805.87	84,032.87
WHITE, JUSTIN G	23,268.99	3,093.96	245.70	5,784.24	32,392.89
WILLIAMS, ROBERT C	242.11	-	-	-	242.11
WILLIS, BRAD R	48,689.47	12,270.19	393.12	3,302.15	64,654.93
YOUNG, BRUCE F	52,999.39	37,816.05	884.52	11,976.36	103,676.32
Department Total	1,993,954.15	479,589.40	9,770.52	392,537.74	2,875,851.81

NAME	BASE PAY	OT	DETAILS	OTHER	TOTALS
Dispatch					
BONATT, ALICE L	12,432.70	1,709.15	-	10,192.24	24,334.09
BROUILLETTE, AMY L	47,055.39	4,404.53	-	5,968.46	57,428.38
BROWN, KATIE L	561.04	-	-	-	561.04
ELDREDGE, F MICHAEL	40,722.20	15,011.29	-	5,136.80	60,870.29
HANDEL, AMY L	41,797.81	2,515.64	-	4,992.53	49,305.98
JUDGE, JULIE L	47,167.75	2,494.76	-	5,783.00	55,445.51
MANTOS, MARGARET M	47,240.85	27,166.71	-	6,820.25	81,227.81
MCINALLY, IRIS G	47,055.39	27,370.99	-	6,039.54	80,465.92
NICHOLSON, DIANE A	47,055.40	19,189.87	-	9,419.64	75,664.91
VARLEY, KATIE A	40,740.48	8,549.72	-	5,198.27	54,488.47
Department Total	371,829.01	108,412.66	-	59,550.73	539,792.40
Building, Inspectors					
CARLSON, MARIE A	44,578.80	-	-	-	44,578.80
FERRIS, JO-ANN S	30,754.79	-	-	-	30,754.79
LARSEN, GEOFFREY S	77,230.94	-	-	300.00	77,530.94
ULSHOEFFER, ELBERT C	11,620.35	-	-	-	11,620.35
BOYCE, MANLEY	36,738.20	-	-	-	36,738.20
DAVIS, THOMAS J	605.56	-	-	-	605.56
HANNON, JAY M	520.24	-	-	-	520.24
WHELAN, THOMAS R	24,352.98	-	-	-	24,352.98
Department Total	226,401.86	-	-	300.00	226,701.86
Engineering					
BORGES, JOSEPH J	12,304.60	-	-	8,357.08	20,661.68
CAFARELLI, ROBERT M	69,936.42	-	-	-	69,936.42
SWEETSER, PAUL E	58,701.53	-	-	2,924.00	61,625.53
Department Total	140,942.55	-	-	11,281.08	152,223.63
Highway, Bldg. Maint., Disposal, Cemetery					
ADAMS, ANDREW J	6,852.00	126.00	-	-	6,978.00
ALBEE, BRIAN J	44,349.47	2,611.31	-	3,391.09	50,351.87
ALWARD, RICHARD D	53,536.32	19,351.79	307.68	833.31	74,029.10
BADACH, TIMOTHY M	38,089.13	5,986.70	-	300.00	44,375.83
BARKER, JAMES A	49,276.80	10,177.50	-	3,686.16	63,140.46
BARNES, JORDAN P	1,265.00	-	-	-	1,265.00
BARNES, STEVEN P	1,443.64	-	-	-	1,443.64
BATES, JEAN A	2,748.00	36.00	-	-	2,784.00
BERUBE, KIM	51,177.36	8,948.36	-	3,557.01	63,682.73
BERUBE, RICHARD	58,734.45	6,711.54	-	2,057.81	67,503.80
BRYDA, MICHAEL E	36,821.34	1,852.33	-	2,885.01	41,558.68
CENTRELLA, PATRICIA A	36,864.32	1,410.74	-	3,154.43	41,429.49
CHADWICK, ROBERT J	49,276.80	21,558.60	-	2,513.52	73,348.92
CHINAULT, WALTER J	16,096.08	-	-	-	16,096.08
CLANCY, JO ANNE P	11,891.88	128.70	-	-	12,020.58
DECAST, FREDERICK S JR	9,187.20	-	-	-	9,187.20
DONOVAN, DANIEL J	1,265.00	-	-	-	1,265.00
DOUCETTE, JOHN C	2,393.60	-	-	-	2,393.60
DREW, JAMES W	1,141.80	-	-	-	1,141.80
ELDREDGE, ERIC C	3,497.12	402.38	-	-	3,899.50

NAME	BASE PAY	OT	DETAILS	OTHER	TOTALS
ELDREDGE, JOHN A SR	53,638.88	11,723.89	-	2,966.56	68,329.33
ELDREDGE, ZACH	3,487.00	-	-	-	3,487.00
ENGLERT, STEPHEN J	7,384.00	-	-	-	7,384.00
FARRENKOPF, COREY R	7,307.50	466.13	-	-	7,773.63
FERREIRA, MARGUERITE G	4,860.00	144.00	-	-	5,004.00
FOSTER, JAMES N	6,980.00	35.25	-	-	7,015.25
FRANCIS, CARLETON S	7,303.98	-	-	-	7,303.98
GAGNON, THOMAS A JR	50,473.50	11,543.73	289.80	550.00	62,857.03
GARBITT, GARY W	-	93.96	-	-	93.96
GAROFALO, JUDITH	37,142.94	7,298.52	-	2,590.04	47,031.50
GERMAIN, ERIN K	42,286.40	5,458.70	-	3,260.05	51,005.15
GIFFEE, CHRISTOPHER J	42,824.88	2,261.26	-	1,956.43	47,042.57
GILBERT, DAVID M	53,536.32	13,787.91	-	4,033.18	71,357.41
GOULD, EDWARD H	1,321.72	-	-	-	1,321.72
GREENSPAN, HANNAH	3,756.00	36.00	-	-	3,792.00
GROSSE, CODY J	2,271.50	297.00	-	-	2,568.50
HERSEY, STEVEN P	44,307.01	6,936.95	-	3,641.09	54,885.05
HOLMES, COLLIN F	50,425.20	7,232.95	-	3,766.24	61,424.39
HOOPER, LINCOLN S	91,625.33	-	-	3,970.28	95,595.61
HOOPER, ROBERT W	1,265.00	8.25	-	-	1,273.25
HOPKINS, JARED J	40,299.00	7,796.41	-	-	48,095.41
JESUDOWICH, ALEX	14,606.02	-	-	-	14,606.02
KARRAS, AMANDA L	462.00	-	-	-	462.00
KARRAS, CATHERINE	1,356.00	-	-	-	1,356.00
KARRAS, LOUIS J	12,038.00	1,267.50	-	-	13,305.50
KARRAS, NIOMA	5,856.00	648.00	-	-	6,504.00
KELLEY, ROBBIN M	44,476.73	-	-	-	44,476.73
KIERNAN, MICHAEL F	52,283.52	6,908.73	-	2,593.74	61,785.99
KING, GREGORY A	1,672.00	-	-	-	1,672.00
LANDERS, NANCY J	5,476.40	-	-	-	5,476.40
LEWIS, DANIEL N	3,515.36	-	-	-	3,515.36
LIASU, IDRIS	1,672.00	-	-	-	1,672.00
MCNEELY, DANIEL J	49,276.80	18,213.30	-	981.76	68,471.86
MEDEIROS, MICHAEL A	7,929.60	584.10	-	-	8,513.70
MENDOZA, ALAN V	44,285.78	4,989.09	254.76	3,641.09	53,170.72
NICKERSON, DONALD C	58,931.64	14,789.37	-	3,815.62	77,536.63
NORGEOT, SETH J	12,166.40	1,383.00	-	-	13,549.40
O'BRIEN, JEFFERY J	8,998.76	-	-	250.00	9,248.76
PASQUAROSA, PETER M	4,176.00	-	-	-	4,176.00
PERRY, RICHARD	5,118.00	-	-	-	5,118.00
REUSS, WILLIAM L	35,034.72	634.76	202.92	250.00	36,122.40
ROSE, MARVIN F	12,096.00	1,008.00	-	-	13,104.00
SACRAMONE, RAYMOND	2,515.42	-	-	-	2,515.42
SALAS, ANTHONY	27,589.96	2,244.94	-	-	29,834.90
SEWER, ERIK A	2,723.02	-	-	-	2,723.02
SMITH, DAVID J	44,328.24	8,847.65	-	3,391.09	56,566.98
STEADMAN, KIELEY D	3,217.50	16.50	-	-	3,234.00
STRATTON, JAMES W	34,186.05	7,410.11	223.56	250.00	42,069.72
STRATTON, WALTER E III	58,790.79	13,444.25	-	2,929.68	75,164.72
SUTHERLAND, GEORGE T	23,540.05	508.72	-	-	24,048.77

NAME	BASE PAY	OT	DETAILS	OTHER	TOTALS
THIBEAULT, MARC N	3,072.00	-	-	-	3,072.00
THOMPSON, JONATHAN R	23,358.00	837.00	-	-	24,195.00
TUOMINEN, CHARLES L	58,875.30	11,697.66	-	3,179.68	73,752.64
WATSON, RYAN A	10,818.00	126.00	-	-	10,944.00
WRIGHTINGTON, DAVID R	46,792.08	12,045.41	268.92	2,164.51	61,270.92
WRIGHTINGTON, DAVID R JR	6,600.75	74.25	-	-	6,675.00
Department Total	1,756,238.36	262,101.20	1,547.64	72,559.38	2,092,446.58

Water

ADAMS, TIMOTHY P	3,224.00	-	-	-	3,224.00
AMATO, TYLER	3,432.00	19.50	-	-	3,451.50
BATES, DONALD T JR	499.92	-	-	-	499.92
BILEK, ALEXANDRA	38,528.00	-	-	300.00	38,828.00
CUMMINGS, SANDRA L	61,136.64	2,898.72	-	1,518.05	65,553.41
CURRIE, SCOTT A SR	54,541.76	1,472.07	-	-	56,013.83
ELDREDGE, JASON M	52,705.32	14,982.54	-	879.42	68,567.28
GONSALVES, DANETTE L	499.92	-	-	-	499.92
HICKS, STEVEN G	58,762.63	15,585.52	-	885.94	75,234.09
LEAHY, DANIEL J	1,456.00	29.25	-	-	1,485.25
MARSH, WELLESLEY	50,385.60	-	-	300.00	50,685.60
MILAN, DANA M	47,283.75	11,620.39	-	-	58,904.14
NEWHARD, BERNARD	59,575.56	28,070.80	-	853.70	88,500.06
NICHOLSON, DAVID C JR	46,834.86	537.04	-	-	47,371.90
PENINGER, WILLIAM E	59,415.84	23,498.83	-	4,175.87	87,090.54
PICARD, TIMOTHY J	43,140.48	2,104.50	-	300.00	45,544.98
SALZILLO, NEIL J	63,509.83	23,008.00	-	4,401.55	90,919.38
SIMONS, RONALD W II	2,210.00	9.75	-	-	2,219.75
SINCLAIR, JEREMY K	36,685.44	1,080.99	-	300.00	38,066.43
SPARROW, PHILIP M	50,888.60	12,358.15	-	3,364.82	66,611.57
STELMA, MICHAEL J	1,976.00	-	-	-	1,976.00
THOMPSON, ALLIN	499.98	-	-	-	499.98
WIEGAND, CRAIG	91,757.25	-	-	3,670.28	95,427.53
Department Total	828,949.38	137,276.05	-	20,949.63	987,175.06

Health

BALLO, PATRICIA J	24,161.93	-	-	-	24,161.93
CHAMPAGNE-LAWTON, PAULA	77,230.94	-	-	5,706.17	82,937.11
GENATOSSIO, CAROL A	44,578.80	-	-	3,108.56	47,687.36
HOWARD, SANDRA C	2,132.18	-	-	-	2,132.18
HOWELL, PAMELA	499.92	-	-	-	499.92
HURST, ALFRED	499.92	-	-	-	499.92
INSLEY, ROBERT G	499.92	-	-	-	499.92
KOCOT, STANLEY L DR	499.92	-	-	-	499.92
MORRIS, AMY K	31,384.64	-	-	-	31,384.64
SULLIVAN, JUDITH M	40,220.88	61.53	-	2,912.97	43,195.38
WATSON, MARY JANE	499.92	-	-	-	499.92
Department Total	222,208.97	61.53	-	11,727.70	233,998.20

NAME	BASE PAY	OT	DETAILS	OTHER	TOTALS
Community Center					
ALLEN, M DORIS	13,923.04	-	-	-	13,923.04
CAREY, CAROLYN	69,966.79	-	-	300.00	70,266.79
KENDER, MALLORY L	30,877.98	754.85	-	300.00	31,932.83
NEWTON, JUDITH A	4,224.00	-	-	-	4,224.00
CROWELL, GALE	37,471.78	-	-	2,612.97	40,084.75
ELDREDGE, DANIEL E	19,458.40	-	-	778.33	20,236.73
FOLEY, BARBARA-ANNE	65,553.06	-	-	1,945.94	67,499.00
JUSELL, SUSAN J	45,988.20	-	-	300.00	46,288.20
LOOMIS, ELIZABETH F	34,183.17	-	-	-	34,183.17
MCCORMICK, BETH A	746.90	-	-	-	746.90
NORTON, SARA E	11,019.38	-	-	-	11,019.38
RYDER, JANE M	3,049.71	-	-	-	3,049.71
ST PIERRE, LINDA	15,077.32	-	-	-	15,077.32
SWITCHENKO, PATRICIA T	417.59	-	-	-	417.59
WAGNER, HUGHES H	14,476.77	-	-	-	14,476.77
Department Total	366,434.09	754.85	-	6,237.24	373,426.18
Youth Counselor					
HOUSE, SHEILA	65,003.07	-	-	950.03	65,953.10
Department Total	65,003.07	-	-	950.03	65,953.10
Library					
BENOIT, GORDON D	16,443.93	-	-	-	16,443.93
BURKE, CARLA	7,730.28	-	-	-	7,730.28
CARPENTER, ANN S	47,043.57	71.98	-	300.00	47,415.55
CHANDLER, EILEEN	184.44	-	-	-	184.44
CLINGAN, JOANNE	17,418.02	-	-	-	17,418.02
CRONIN-JACKMAN, ROSE G	45.49	-	-	-	45.49
DAVIS, CHARDELL B	4,667.54	-	-	-	4,667.54
EAGAR, LISA A	5,725.05	-	-	-	5,725.05
ELDREDGE, ADRIENNE R	4,587.90	-	-	-	4,587.90
FLAGG, FREDERICK L	2,986.42	-	-	-	2,986.42
FLYNN, ANN	2,225.93	-	-	-	2,225.93
FOLEY, KYLE P	1,035.82	-	-	-	1,035.82
GEORGIU, BARBARA S	96.88	-	-	-	96.88
HANSEN, NICOLE M	23,566.07	-	-	-	23,566.07
HEWITT, VIRGINIA	77,526.83	-	-	300.00	77,826.83
IDMAN, SARAH W	3,585.05	-	-	-	3,585.05
INMAN, PHILLIP E	10,334.94	-	-	204.04	10,538.98
KELLEY, LAURA L	13,855.10	-	-	-	13,855.10
KRAFT, VINCENT H	2,926.19	-	-	-	2,926.19
LEACH, JACQUELINE S	3,563.63	-	-	-	3,563.63
LEND, JAREK N	45.49	-	-	-	45.49
MACEACHERN, JEANNE F	1,255.76	-	-	-	1,255.76
MARTELL, SUZANNE P	48,839.25	1,489.12	-	4,123.53	54,451.90
MCCARTY-SPENCER, CHAITRA	544.60	-	-	-	544.60
MILAN, EMILY R	16,614.02	-	-	-	16,614.02
MURPHY, KELLY A	45.49	-	-	-	45.49
NICHOLS, JUDITH H	7,236.97	-	-	-	7,236.97

NAME	BASE PAY	OT	DETAILS	OTHER	TOTALS
PAINE, PAMELA A	25,138.51	-	-	300.00	25,438.51
PICKETT, JENNIFER B	44,472.17	213.69	-	300.00	44,985.86
QUINLAN, LINDA A	6,908.78	-	-	-	6,908.78
STELLO, MELISSA E	1,927.92	-	-	-	1,927.92
Department Total	398,578.04	1,774.79	-	5,527.57	405,880.40

Recreation

AMES HEMEON, LEE A	42,824.88	123.06	-	3,286.26	46,234.20
BAKER, MADISON M	4,508.00	-	-	-	4,508.00
BARBATO, ANDREW W	1,543.00	-	-	-	1,543.00
BEEBE, ERIC J	57,613.48	-	-	300.00	57,913.48
BIRCH, COURTNEY R	3,779.25	-	-	-	3,779.25
BLAGOJEVIC, EVE A	432.00	-	-	-	432.00
BOWEN, ROBERT A	1,012.50	-	-	-	1,012.50
BRAMER, NOELLE M	487.50	-	-	-	487.50
BRISBANE, LAURA C	1,380.00	-	-	-	1,380.00
BROWN, CHRISTOPHER P	4,060.25	-	-	-	4,060.25
CALLAHAN, BRENN A O	4,646.75	-	-	-	4,646.75
CALLAHAN, KILEY	4,194.00	-	-	-	4,194.00
COHEN, ALYSSA M	3,970.25	-	-	-	3,970.25
COLETTA, JOSEPH M	3,458.00	-	-	-	3,458.00
CRAPULLI, KERI A	1,754.50	-	-	-	1,754.50
DALEY, COREY J	1,470.00	-	-	-	1,470.00
DEGROFF, CODY M	3,833.75	-	-	-	3,833.75
DEMPSEY, ALYSA C	4,732.00	-	-	-	4,732.00
DEMPSEY, CHRISTOPHER J	2,848.50	-	-	-	2,848.50
DENNEHY, LIAM E	189.00	-	-	-	189.00
DENONCOURT, MARGUERITE T	1,792.00	-	-	-	1,792.00
DOMOS, JAKE R	1,410.00	-	-	-	1,410.00
DRAY, MCKENZIE E	1,499.00	-	-	-	1,499.00
DRISCOLL, ALEXA N	3,918.50	-	-	-	3,918.50
DRISCOLL, SAMANTHA R	462.00	-	-	-	462.00
ERICSON, MELISSA E	2,915.25	-	-	-	2,915.25
FOLEY, ERIN R	3,289.00	-	-	-	3,289.00
FOLEY, JILLIAN C	5,054.00	-	-	-	5,054.00
FOLEY, MEGAN D	2,309.75	-	-	-	2,309.75
FOX, PAUL G	1,589.50	-	-	-	1,589.50
FRANKLIN, MYLES A	4,774.25	-	-	-	4,774.25
FRASER, SUSAN H	48,900.96	-	-	3,709.95	52,610.91
GILLIGAN, CONOR M	3,669.75	-	-	-	3,669.75
HART, JILLIAN	3,808.25	-	-	-	3,808.25
HART, LIBBY A	390.50	-	-	-	390.50
HEWITT, CLIFTON E	3,481.50	-	-	-	3,481.50
HOSSFELD, WHITNEY	3,393.00	-	-	-	3,393.00
JELLEN, KRISTINA A	4,260.00	-	-	-	4,260.00
KALBACH, LAUREN E	3,599.25	-	-	-	3,599.25
KANE, TYLER E	1,439.50	-	-	-	1,439.50
KAYE, PRESTON F	3,234.00	-	-	-	3,234.00
LEE, CHARLES I	489.50	-	-	-	489.50
LEE, H BRENDON	6,898.00	-	-	-	6,898.00
MANTOS, CHRISTOPHER H	2,540.75	-	-	-	2,540.75

NAME	BASE PAY	OT	DETAILS	OTHER	TOTALS
MCDONALD, ALLIE E	3,908.50	-	-	-	3,908.50
MCDONOUGH, KELLY	3,795.00	-	-	-	3,795.00
MONAHAN, BRIAN T	4,969.25	-	-	-	4,969.25
MURPHY, GERRIT W	8,625.54	-	-	-	8,625.54
NEARHOS, DIANA C	3,607.50	-	-	-	3,607.50
NICKERSON, LILIA R	1,485.00	-	-	-	1,485.00
O'SHEA, MEGAN K	270.00	-	-	-	270.00
PAGE, ALEXIS K	1,464.00	-	-	-	1,464.00
PEACOCK, ROBERT E	3,908.50	-	-	-	3,908.50
REED, EMILY M	1,669.75	-	-	-	1,669.75
REZUKE, ERICA C	2,868.00	-	-	-	2,868.00
REZUKE, NICHOLAS P	3,478.00	-	-	-	3,478.00
RIDLEY, EVAN S	4,748.25	-	-	-	4,748.25
ROBICHAUD, LEA M	319.00	-	-	-	319.00
SADOSKI, ANDREW M	1,743.25	-	-	-	1,743.25
SERGI, SAM L	210.00	-	-	-	210.00
SIMARD, AMANDA A	368.50	-	-	-	368.50
SMITH, REBECCA M	3,344.25	-	-	-	3,344.25
SWANSON, MEGHAN E	4,725.00	-	-	-	4,725.00
TALHAM, AMANDA P	1,489.25	-	-	-	1,489.25
TALHAM, ASHLEY R	2,714.00	-	-	-	2,714.00
TRIPP, ALISON E	1,680.30	-	-	-	1,680.30
VEALE, JOHN T	3,897.00	-	-	-	3,897.00
VEALE, KATHRYN E	3,969.50	-	-	-	3,969.50
VISCO, DOMENIC A	373.50	-	-	-	373.50
WARNER, BRYANT M	2,984.50	-	-	-	2,984.50
WELCH, JILLIAN L	3,238.50	-	-	-	3,238.50
WILDMAN, SARAH L	4,290.00	-	-	-	4,290.00
WILSON, ALANA G	5,390.00	-	-	-	5,390.00
WINSLOW, JOHN F	229.50	-	-	-	229.50
WOODS, THOMAS G	5,106.25	-	-	-	5,106.25
Department Total	354,725.41	123.06	-	7,296.21	362,144.68

Harbor

BICKERTON, STEPHEN G	2,882.50	-	-	-	2,882.50
CARROLL, MATTHEW T	486.00	-	-	-	486.00
COYLE, JAMES F	3,465.00	-	-	-	3,465.00
EASTMAN, JILL A	2,320.00	-	-	-	2,320.00
GREINER, MADISON C	816.00	-	-	-	816.00
HAMILTON, CAROLINE M	867.00	-	-	-	867.00
KING, RICHARD J	3,801.88	-	-	-	3,801.88
KUNZ, FRANCIS C	3,479.00	-	-	-	3,479.00
LEACH, THOMAS E	77,230.95	-	-	5,706.17	82,937.12
MCCABE, GRAHAM D	2,309.00	-	-	-	2,309.00
MORRIS, MICHELLE N	37,471.77	-	-	673.28	38,145.05
O'BRIEN, MATTHEW T	4,502.00	-	-	-	4,502.00
PROFT, HEINZ M	71,198.98	-	-	5,410.00	76,608.98
SAWYER, PETER G	4,731.25	-	-	-	4,731.25
SIMMONS, GRANT W	986.00	-	-	-	986.00
TELESMANICK, THOMAS W	38,367.60	404.60	-	450.00	39,222.20
Department Total	254,914.93	404.60	-	12,239.45	267,558.98

NAME	BASE PAY	OT	DETAILS	OTHER	TOTALS
Golf					
BAILEY, DAVID T	5,365.50	-	-	-	5,365.50
BERNDT, KATHLEEN H	6,174.00	-	-	-	6,174.00
BERNDT, WILLIAM G JR	6,494.25	-	-	-	6,494.25
BOTTOMLEY, ADRIENNE	1,826.45	-	-	-	1,826.45
BOUTIN, NORMAND R	10,029.00	621.00	-	-	10,650.00
BURKE, WILLIAM K	4,653.00	-	-	-	4,653.00
CANTO, RICHARD A	44,765.57	1,727.54	-	3,374.57	49,867.68
COSKER, WILLIAM F	13,287.00	1,098.00	-	-	14,385.00
DOMOS, PAMELA R	27,955.14	-	-	1,131.89	29,087.03
DONOVAN, ROBERT E	49,535.19	5,356.14	-	250.00	55,141.33
DUDECK, GILLIAN M	2,750.00	-	-	-	2,750.00
FEDE, JOSEPH J	2,480.00	-	-	-	2,480.00
FERNANDEZ, SHAWN M	77,230.94	221.93	-	2,316.93	79,769.80
GALEOTA, RALPH E	5,712.00	-	-	-	5,712.00
HOYE, DENNIS P	86,161.88	-	-	6,170.15	92,332.03
JAZWINSKI, EDWIN A	12,284.25	1,018.88	-	-	13,303.13
JEFFERSON, GEORGE R	4,915.00	-	-	-	4,915.00
LANGLOIS, DEAN W	40,966.56	3,737.61	-	3,106.70	47,810.87
LAVIERI, JOSEPH L	5,701.50	-	-	-	5,701.50
LYNCH, BRIAN	4,641.00	-	-	-	4,641.00
MACFARLAND, LANCE	5,785.50	-	-	-	5,785.50
MCCARTHY, JOHN W	4,210.50	-	-	-	4,210.50
MCNULTY, JOSEPH E	46,841.20	-	-	2,628.56	49,469.76
MELLETT, THOMAS P	5,859.00	-	-	-	5,859.00
MINGLE, KATHLEEN M	7,486.50	-	-	-	7,486.50
MULLENS, WILLIAM D	6,688.00	-	-	-	6,688.00
OCONNOR, JOHN K	490.00	-	-	-	490.00
O'HARA, JULIE M	5,958.75	-	-	-	5,958.75
QUESNEL, J BERNARD	3,475.00	-	-	-	3,475.00
RIVARD, RAYMOND A	4,142.25	70.88	-	-	4,213.13
ROSE, GILBERT H	42,824.98	2,030.57	-	3,236.20	48,091.75
RUANE, THOMAS G	4,902.45	-	-	-	4,902.45
RYDER, RAIN C	42,824.92	3,738.03	-	3,536.20	50,099.15
SCRIBNER, BRADLEY J	13,149.00	1,188.00	-	-	14,337.00
SIMS, FRANCIS X	9,672.00	-	-	-	9,672.00
ST PIERRE, SCOTT R	7,250.75	560.63	-	-	7,811.38
STEWART, ALLAN L	3,960.00	-	-	-	3,960.00
WALKLEY, CHRISTOPHER P	2,913.75	-	-	-	2,913.75
Department Total	631,362.78	21,369.21	-	25,751.20	678,483.19
Grand Totals	11,453,448.73	1,319,601.83	462,701.16	740,673.07	13,976,424.79

Citizens Activity Record Form

Act Now - Serve Your Community

Town government needs citizens who are willing to give time in the service of their community. The Citizens Activity Record program was adopted by the Selectmen as a means of compiling names of interested citizens to serve, on a voluntary basis, on Boards and Committees.

Activity records are being updated to include categories consistent with the changing needs of the Town. Indicate your order of preference and return this form to:

CITIZENS ACTIVITY RECORD PROGRAM

BOARD OF SELECTMEN

732 Main Street, Harwich, MA 02645

Name _____

Street/P.O. Box _____

Town _____ ZIP _____

Occupation _____

Telephone _____

Email _____

LIST IN ORDER OF PREFERENCE

PLANNING AND PRESERVATION

- () Agricultural Commission
- () Architectural Advisory Committee
- () ***Board of Appeals**
- () Brooks Academy Museum Commission
- () Building Code Board of Appeals
- () Bylaw/Charter Review Committee
- () Community Preservation Committee
- () ***Conservation Commission**
- () Cultural Council
- () Citizen's Advisory for CWMP
- () Historical /Historic District Commission
- () ***Planning Board**
- () Real Estate, Open Space & Land Bank Committee
- () Town Forest Committee
- () Traffic Safety Committee
- () Trail Committee
- () Utility & Energy Conservation Commission
- () OTHER _____

OTHER

- () ***Board of Assessors**
- () ***Board of Health**
- () Capital Outlay Committee
- () Cemetery Commission
- () Channel 18 Advisory Committee
- () Community Center Facilities Committee
- () Constable
- () Council on Aging
- () Disability Rights Committee
- () Finance Committee
- () Harwich Housing Committee
- () Herring Supervisor (Voluntary)
- () Human Services Advisory Committee
- () Shellfish Constable (Voluntary)
- () Technology Committee
- () Treasure Chest Volunteers
- () Water Quality Task Force
- () Youth Services Committee
- () Voter Information Committee

RECREATION

- () Bikeways Committee
- () Golf Committee
- () Recreation & Youth Commission
- () Waterways Committee

*** Please include a resume with form**

TOWN OF HARWICH - TELEPHONE NUMBERS

TOWN OFFICES

Animal Control Officer	430-7565
Board of Assessors	430-7503
Building Department	430-7506
Cemetery Commission	430-7549
Channel 18	430-7569
Community Center	430-7568
Conservation Commission	430-7538
Conservation Director	430-7538
Council on Aging	430-7550
Outreach Program	430-7551
Disposal Area Scalehouse	430-7558
Family Resource Center	430-7216
Harbormaster	430-7532
Harbor Workshop	430-7529
Health Department	430-7509
Department of Public Works	430-7555
Inspectors (Gas, Wiring, Plumbing)	430-7507
Planning Board	430-7511
Recreation & Youth	430-7553
Recreation Director's Office	430-7554
Beach Sticker Sellers (June - Labor Day)	430-7638
Selectmen's Office	430-7513
TTY (For the Hearing Impaired)	430-7537
Town Accountant	430-7518
Town Administrator	430-7513
Town Clerk	430-7516
Town Engineer	430-7508
Town Nurse	430-7505
Town Planner	430-7511
Town Treasurer/Tax Collector	430-7501
Veterans' Agent	430-7510
Water Department	432-0304
Youth Counselor	430-7836

LIBRARIES

Brooks Free Library	430-7562
Chase Library	432-2610
Harwich Port Library	432-3320

CRANBERRY VALLEY GOLF COURSE

Administration/Pro Shop	430-5234
Maintenance	430-7561
Tee Times	430-7560

SCHOOL DEPARTMENT

Business Office	430-7203
Elementary School	430-7216
Middle School	430-7212
High School	430-7207
Superintendent of Schools	430-7200

**** ALL EMERGENCY CALLS 911 ****

POLICE DEPARTMENT

Emergency Calls	432-1212
Other Calls	430-7541

FIRE DEPARTMENT

Emergency Calls	432-2323
Other Calls	430-7546

