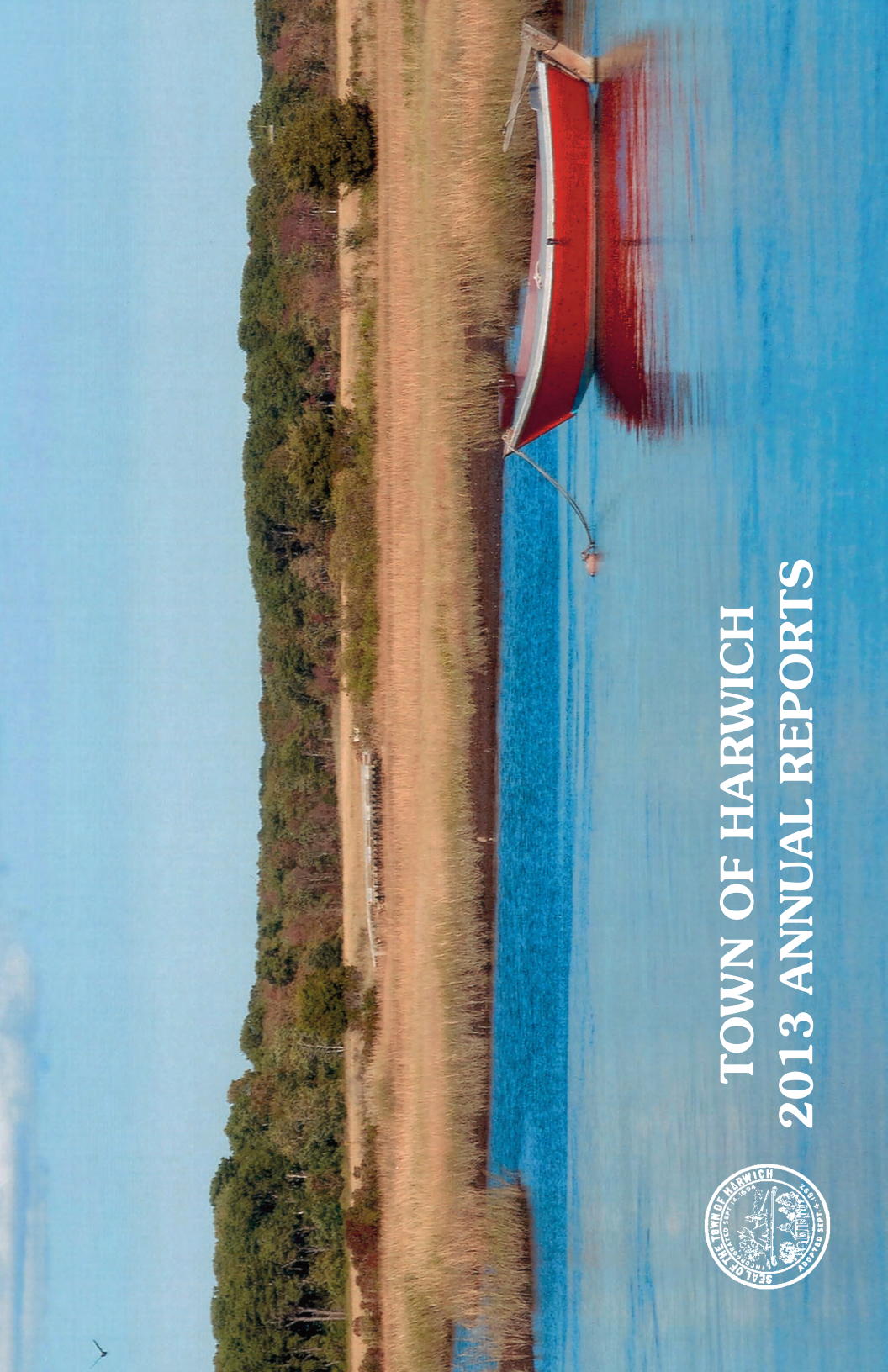




TOWN OF HARWICH 2013 ANNUAL REPORTS



Front cover:

Photo by Frank Crowley

View of Herring River looking north from Route 28 bridge.

Back cover:

Photo by Ed McManus

View of Herring River looking south from Route 28 bridge.

2013 ANNUAL REPORT

OF THE

OFFICERS OF THE TOWN OF

HARWICH

FOR THE YEAR ENDING DECEMBER 31, 2013



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CITIZENS ACTIVITY FORM



HALL OF FAME INDUCTEES ***2013***

EARLE BASSETT

A. ELMER CROWELL

CHESTER SNOW

IN MEMORIAM

2013

FORREST EATON
Cemetery Commission

FLORENCE HANCOCK
Brooks Free Library
Welfare Office

RICHARD HOYER
Elementary School Building Committee
High School Building Committee
Housing Authority

G. RAYMOND JEFFERSON
By-Law & Charter Review Committee
Cranberry Valley Club House Building Committee
Designer Selection Review Committee
Elementary School Building Committee
Golf Committee
Monomoy Regional High School Building Committee
Police Station Building Committee
Public Safety Advisory Committee

BARBARA LOFTUS
Housing Committee

LOUISE MIHOVAN
Board of Registrars

ALEXANDER TOD
Housing Authority
Historical Commission

*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 2013

Ora Gaylord Arooth Trust

Cape Cod Five Cents Savings Bank

Chesscafe.com

Cranberry Valley Men's Golf Association

Friends of Harwich Beaches

Friends of Harwich Youth

Harwich 5K Road Race Committee

Harwich Chamber of Commerce Charitable Foundation

Harwich Garden Club

Brendan O'Reilly

Elaine Felos Ostrander

Doris B. Strangford Estate and Trust

Lisa Tribel

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

ADMINISTRATION

Elected Town Officers - 2013

BOARD OF SELECTMEN

Angelo S. La Mantia, Chairman	Term expires May 2014
Peter S. Hughes, Clerk	Term expires May 2014
Larry G. Ballantine	Term expires May 2015
Edward J. McManus, Vice Chair	Term expires May 2016
Linda Cebula	Term expires May 2016

HOUSING AUTHORITY

William Doherty	Term expires May 2014
Shannon McManus	Term expires May 2016
Robert MacCready, Chairman	Term expires May 2017
Executive Director: John Stewart	
Thomas Kilbourne, State Appointee	

MODERATOR

Michael D. Ford, Esq.	Term expires May 2015
-----------------------	-----------------------

MONOMOY REGIONAL SCHOOL COMMITTEE

Sharon Stout	Term expires May 2014
Brian Widegren, Chairman	Term expires May 2014
Robert T. Russell	Term expires May 2015
Edwin Jaworski	Term expires May 2016

TOWN CLERK

Anita N. Doucette	Term expires May 2016
-------------------	-----------------------

TRUSTEES, BROOKS FREE LIBRARY

Mary Warde	Term expires May 2014
Joanne Brown	Term expires May 2014
Joan McCarty	Term expires May 2015
Jeannie S. Wheeler	Term expires May 2015
Kathleen Remillard	Term expires May 2015
William D. Crowell	Term expires May 2016
Ann B. Emerson	Term expires May 2016

WATER COMMISSIONERS

Allin P. Thompson	Term expires May 2014
Don T. Bates, Chair	Term expires May 2015
Danette Gonsalves	Term expires May 2016

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
Robert J. Furtado	Term expires May 2017

FINANCE COMMITTEE

John O'Brien	Term expires June 30, 2014
William Greenwood	Term expires June 30, 2014
Dana DeCosta	Term expires June 30, 2015
Jack Brown	Term expires June 30, 2015
Richard A. Larios	Term expires June 30, 2015
Albert Patterson, Chair	Term expires June 30, 2015
Pamela Groswald	Term expires June 30, 2016
Noreen Donahue	Term expires June 30, 2016
Jonathan Idman	Term expires June 30, 2016

SURVEYOR OF WOOD & LUMBER

Geoff Larsen	Term expires May 2014
--------------	-----------------------

TRUSTEES, CALEB CHASE FUND

Paul V. Doane	Term expires May 2014
James Simpson, Esq.	Term expires May 2016
Robert Doane	Term expires May 2016

APPOINTED BY THE BOARD OF SELECTMEN

BARNSTABLE COUNTY COASTAL RESOURCES COMMITTEE

John Rendon, 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

Jacqueline Etsten

Term expires April 24, 2014

**CAPE COD JOINT TRANSPORTATION
COMMISSION REPRESENTATIVE**

Lincoln Hooper

Term expires on June 30, 2014

David Spitz, Alternate

Term expires on June 30, 2014

CAPE LIGHT COMPACT REPRESENTATIVE

Barry Worth

Valerie Bell, Alternate

CAPE COD REGIONAL TRANSIT AUTHORITY REPRESENTATIVE

William Doherty

Term expires June 30, 2014

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**

John Rendon, Harbormaster

Term expires June 30, 2014

Heinz M. Proft, Assistant

Term expires June 30, 2014

HAZARDOUS MATERIALS COORDINATOR

Norman Clark, Fire Chief

HEALTH OFFICER

Carol A. Topolewski, M.D.

Term expires June 30, 2014

LOCAL ORGANIZING COMMITTEE FOR HAZARDOUS WASTE

Paula J. Champagne, RS, CHO

Term expires June 30, 2014

**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

Chief Norman Clarke

OIL SPILL COORDINATOR

Chief Norman Clarke

Term expires June 30, 2014

**RIGHT-TO-KNOW COORDINATOR
FOR HAZARDOUS MATERIALS**

Captain Buck Mabile

Term expires June 30, 2014

**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
Laura Schaub	Term expires June 30, 2015
Wayne Coulson	Term expires June 30, 2015
Erin Germain	Term expires June 30, 2016

ARCHITECTURAL ADVISORY COMMITTEE

Barbara S. Josselyn, Chair	Term expires June 30, 2014
Nancy Pollard	Term expires June 30, 2015
Anthony Compton	Term expires June 30, 2015
Elizabeth Groves	Term expires June 30, 2016
Kim Robbie	Term expires June 30, 2016

BIKEWAYS COMMITTEE

7 members / 3 year terms

Dennis Mozzer	Term expires June 30, 2014
Jay Kennedy	Term expires June 30, 2014
Eric Levy	Term expires June 30, 2014
Hank Janson	Term expires June 30, 2015
Francis Salewski	Term expires June 30, 2015

BOARD OF APPEALS – REGULAR MEMBERS

Gary Carriero, Chairman	Term expires June 30, 2014
David Ryer	Term expires June 30, 2015
David Ryer	Term expires June 30, 2015
Dean Hederstedt	Term expires June 30, 2016
John Burke	Term expires June 30, 2016

BOARD OF APPEALS - ASSOCIATE MEMBERS

Joseph Campbell	Term expires June 30, 2015
-----------------	----------------------------

BOARD OF ASSESSORS

Bruce Nightingale	Term expires June 30, 2014
Richard Waystack, Chairman	Term expires June 30, 2015
Robert S. Neese	Term expires June 30, 2016

BOARD OF HEALTH

Frank Boyle	Term expires June 30, 2014
Mary Jane Watson	Term expires June 30, 2015
Pamela Howell	Term expires June 30, 2015
Robert Insley	Term expires June 30, 2016
Stanley Kocot, Chairman	Term expires June 30, 2016

BOARD OF REGISTRARS

Raymond Gottwald	Term expires June 30, 2015
Donald Howell	Term expires June 30, 2014
Susan Mills	Term expires June 30, 2016

BROOKS ACADEMY MUSEUM COMMITTEE

Patti A. Smith	Term expires June 30, 2015
Sandra Hall	Term expires June 30, 2015
Gerard Loftus	Term expires June 30, 2015
Jeremy Gingras, Chairman	Term expires June 30, 2015
Peggy Rose	Term expires June 30, 2015

CAPITAL OUTLAY COMMITTEE

Peter Wall	Term expires June 30, 2014
Robert George	Term expires June 30, 2014
Albert Patterson	Term expires June 30, 2015
Richard Larios	Term expires June 30, 2015
Christopher Harlow	Term expires June 30, 2015
Bruce Nightingale	Term expires June 30, 2016
Joseph McParland	Term expires June 30, 2016

CEMETERY COMMISSION

Robbin Kelley, Cemetery Administrator

Wil Remillard	Term expires June 30, 2014
Cynthia Eldredge	Term expires June 30, 2015
Warren Nichols	Term expires June 30, 2016

CITIZEN'S ADVISORY COMMITTEE FOR THE COMPREHENSIVE WASTEWATER MANAGEMENT PLAN

Indefinite Terms

Allin Thompson, Chairman	Dana DeCosta
Alan Atkinson	James Mangan
Matt McCaffery	Val Peter
Kathy Green	Christopher Harlow
Mary Metzger	Bill Lean

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 Griswold	Term expires June 30, 2016

COMMUNITY PRESERVATION COMMITTEE

Walter Diggs (Conservation Commission)	Term expires June 30, 2014
Robert Bradley (Historical Commission)	Term expires June 30, 2014
Peter DeBakker (Planning Board)	Term expires June 30, 2014
Cindi Maule (Selectmen)	Term expires June 30, 2015
Janet Bowers (Recreation & Youth)	Term expires June 30, 2015
Katherine Green (Real Estate and Open Space)	Term expires June 30, 2015
Robert MacCready, (Housing Authority), Chair	Term expires June 30, 2016
David Purdy (Housing Committee)	Term expires June 30, 2016
Recognition to: Matt McCaffery, Dean Knight, Bill Griswold	

CONSERVATION COMMISSION

Amy Usowski, Conservation Agent	
Walter Diggs, Chairman	Term expires June 30, 2014
Mary Albis	Term expires June 30, 2014
Jane Flemming	Term expires June 30, 2015
Bradford Chase	Term expires June 30, 2015
John Rossetti	Term expires June 30, 2015
Ron Saulnier	Term expires June 30, 2016
Michael Dempsey	Term expires June 30, 2016
Recognition to: Dean Knight	

CONSTABLES

David Robinson	Term expires June 30, 2015
Gerald Beltis	Term expires June 30, 2015

COUNCIL ON AGING

Barbara-Anne Foley, Director	
Francois Marin	Term expires June 30, 2014
Joseph Johnson	Term expires June 30, 2014
Adrienne Johnson	Term expires June 30, 2015
Ralph Smith	Term expires June 30, 2016
Lee Culver	Term expires June 30, 2016
Tracy Ventura	Term expires June 30, 2016
Recognition to: Debbie Salewski	

CULTURAL COUNCIL

Lynn Schweinhaut, Chair	Term expires June 30, 2014
Paul Lagg, Vice Chair	Term expires June 30, 2014
Deborah Ferry	Term expires June 30, 2015
Lynn Lavieri	Term expires June 30, 2016
Rose Ann Clark	Term expires June 30, 2016
Sharon Mitchell	Term expires June 30, 2016
Recognition to: Robert Doane	

DESIGNER SELECTION REVIEW

Robert Cafarelli, Town Engineer

GOLF COMMITTEE

Thomas P. Johnson	Term expires June 30, 2014
John F. Crook	Term expires June 30, 2014
Jeff Williams	Term expires June 30, 2015
John Moretti	Term expires June 30, 2015
Bob Kingsbury	Term expires June 30, 2015
Martha Duffy	Term expires June 30, 2016
Clement Smith, Chairman	Term expires June 30, 2016
Recognition to: Ray Jefferson	

GOLF COURSE BUILDING COMMITTEE

2-year terms

David McCue	Bruce Nightingale
Bob Kingsbury	Marty Siddell
Jim Hudson	Joseph Sweeney
Recognition to Ray Jefferson	

HERRING SUPERVISORS

Terms indefinite

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

HISTORIC DISTRICT/HISTORICAL COMMISSION

Robert Doane	Term expires June 30, 2014
Eileen Brady	Term expires June 30, 2014
Gayle Carroll	Term expires June 30, 2014
Patricial Scarnici Alternate	Term expires June 30, 2014
Barbara Dowd	Term expires June 30, 2015
Peter Sivco	Term expires June 30, 2015
Greg Winston, Chairman	Term expires June 30, 2016
Robert Bradley	Term expires June 30, 2016

HOUSING COMMITTEE, HARWICH

Mary Louise Secola	Term expires June 30, 2014
Gerald Loftus, Chair	Term expires June 30, 2015
David Purdy	Term expires June 30, 2015
John McGillan	Term expires June 30, 2016
Recognition to: Barbara Loftus	

MIDDLE SCHOOL RE-PURPOSE COMMITTEE

Indefinite Terms

Richard Waystack, Chamber of Commerce	Joy Potter
Joe McParland, Capital Outlay	Judith Underwood
Patrick Brophy,	Allan Peterson, Planning
Robert Larson	Janell Brown
Jay Kavanaugh	Robert Heppe

PLANNING BOARD

Tom Stello	Term expires June 30, 2014
David Harris, Alternate	Term expires June 30, 2014
Peter De Bakker	Term expires June 30, 2015
Larry Brophy, Alternate	Term expires June 30, 2015
James Atkinson, Chairman	Term expires June 30, 2016
Al Atkinson	Term expires June 30, 2016
Joan Kozar	Term expires June 30, 2016
Joseph McParland	Term expires June 30, 2016
Allan Peterson	Term expires June 30, 2016
Recognition to: Matt McCaffery	

PLEASANT BAY RESOURCE MANAGEMENT ALLIANCE STEERING COMMITTEE

Indefinite Term
Allin Thompson

**PLEASANT BAY RESOURCE MANAGEMENT ALLIANCE
TECHNICAL RESOURCE COMMITTEE**

Terms Indefinite

John Rendon (Harbor/NRO)
Craig Wiegand

David Spitz (Town Planner)

REAL ESTATE & OPEN SPACE COMMITTEE

Richard Waystack, Chairman
Margo L. Fenn
Matt Hart
Katherine Green
John Preston
Robert Thomas
Recognition to: Robert Neese

Term expires June 30, 2014
Term expires June 30, 2015
Term expires June 30, 2015
Term expires June 30, 2015
Term expires June 30, 2016
Term expires June 30, 2016

RECREATION & YOUTH COMMISSION

Eric Beebe, Director

David Nixon
Janet Bowers
Lee Culver
David Sadoski
John Mahan, Chairman
Francis Crowley
Vahan Khachadoorian

Term expires June 30, 2014
Term expires June 30, 2014
Term expires June 30, 2015
Term expires June 30, 2015
Term expires June 30, 2015
Term expires June 30, 2016
Term expires June 30, 2016

SHELLFISH CONSTABLES (VOLUNTARY)

Terms Expire June 30, 2014

James Coyle
Dean Knight

Ron Saulnier

TOWN FOREST COMMITTEE

Raymond L. Thacher, Chairman
Tim Millar
Sheldon J. Thayer, Jr.

Term expires June 30, 2015
Term expires June 30, 2015
Term expires June 30, 2016

TOWN-WIDE WATER QUALITY TASK FORCE

Terms Indefinite

Peter DeBakker, Chairman
Danette Gonsalves
Robert Owens
Bradford Chase
Anthony Piro

George Myers
Robert Sarantis
Ray Gottwald
Stanley Kocot

TRAILS COMMITTEE

Gerri Schumann	Term expires June 30, 2014
Matthew Cushing, Chairman	Term expires June 30, 2014
Pauline Ashton	Term expires June 30, 2016
Bruce Nightingale	Term expires June 30, 2016
Chet Berg	Term expires June 30, 2016
Allan Peterson	Term expires June 30, 2016

TREASURE CHEST VOLUNTEER COMMITTEE

Pauline Ashton, Chair	Term expires June 30, 2014
Mark Koopman	Term expires June 30, 2014
Nancy De Dominici	Term expires June 30, 2015
F. Joan Jones	Term expires June 30, 2016
Robert Jones	Term expires June 30, 2016
Recognition to: Jacqueline Cort	

ALTERNATE MEMBER TO TREASURE CHEST

Frank Salewski	Term expires June 30, 2014
Sheila Eldredge	Term expires June 30, 2015

UTILITY & ENERGY CONSERVATION COMMISSION

Valerie Bell	Term expires June 30, 2014
Lawrence Cole	Term expires June 30, 2014
Barry Worth, Chair	Term expires June 30, 2015
William Doherty	Term expires June 30, 2016
Terry Hayden	Term expires June 30, 2016

VOTER INFORMATION COMMITTEE

Terms Indefinite

Joanne Rys	Christina Joyce
Peggy Rose	

WASTE WATER IMPLEMENTATION ADVISORY COMMITTEE

Indefinite Terms

Ted Nelson, Chairman	Allin Thompson
Val Peter	Hugh Drummond
Robert Steiner	

WATERWAYS COMMITTEE

W. Matthew Hart, Chairman	Term expires June 30, 2014
Cameron Smith	Term expires June 30, 2014
John Clancy	Term expires June 30, 2014
Joseph Johnson	Term expires June 30, 2015
Daniel Casey	Term expires June 30, 2015
Mort Terry	Term expires June 30, 2015
Stephen Root	Term expires June 30, 2016
Thomas Themistos	Term expires June 30, 2016
Michael Dempsey	Term expires June 30, 2016

YOUTH CONSULTATION STUDY COMMITTEE

Sheila House, Youth & Family Counselor

James B. Hartley	Term expires June 30, 2014
Melissa Clayton, Chair	Term expires June 30, 2015
Robin Titus	Term expires June 30, 2015
Barbara Segal	Term expires June 30, 2016
Nadia Schuessler	Term expires June 30, 2016
Recognition to: Malcolm McDowell	

Report of the **Board of Selectmen**

Each year the Board of Selectmen is faced with budget issues, deciding what parts of the Capital Plan to support, developing articles for Town Meeting, reviewing the work of a number of committees, providing general policy direction, working on issues raised by residents and appointing residents to Harwich committees. In 2013, we had an additional “opportunity”...the need to appoint a new Town Administrator. After six and a half years, James Merriam retired from his role as Town Administrator. We thank him for his expertise in many areas but particularly for introducing the five year financial planning concept to the budgeting process, working with the State to allow authorization of the public/private betterment process used for dredging Allen Harbor and his work with the school committee in working towards regionalization and budgeting prior to regionalization. It was a “huge hole to fill”.

We were most fortunate in retaining Robert Lawton as the interim Town Administrator. Bob brought with him 32 years of experience as Town Manager of Yarmouth. He picked up the ongoing projects, added a few of his own, and provided excellent leadership. Even though he was on board for only six months, he will be sorely missed by both the staff and Selectmen. Fortunately, Bob was available to aid in the transition of ongoing projects and in the introduction of our new Town Administrator, Christopher Clark, to Harwich. Chris began working as the Harwich Town Administrator on December 30, 2013.

For the past several years, the primary goal of the Board of Selectmen has been to maintain the existing high service levels and to begin the process of better maintaining the town’s infrastructure. These two goals had to be achieved despite the poor economy, reductions in state and federal aid and without significant increases in property taxes.

In addition to encouraging everyone to continue to work efficiently and not filling several vacant positions, a variety of other methods were used to accomplish these goals:

- The Town worked diligently to make a 3.5 MW solar array installation at the capped landfill a reality. In December, the ground breaking for the solar array took place. The savings in electricity costs to the Town should offset the salary increases that have been negotiated with a number of Town employees who have had no cost of living increases for several years. The cooperation of the Town’s employees in this area has been outstanding.

- Departments that charge fees for participating in their activities have once again been asked to cover their costs with fees rather than property taxes. Currently both the Cranberry Valley Golf Course and the Waterways totally cover their operating budgets. Steps have been taken to have these two operations begin to cover their capital costs starting in the next fiscal year. Even the fees at the transfer station are based on covering costs. During 2013, the Community Center and the Recreation Department were asked to begin the process of covering their expenses for the discretionary activities under their control.
- On a Barnstable County wide basis, Harwich has joined in an effort which will allow on-line permitting and the availability of high speed internet. The Brooks Library is currently testing the effectiveness of the high speed internet and Harwich permitting departments are in the process of moving towards the on-line permitting which should be available during 2014.
- Harwich has cooperated with several Towns to jointly achieve important goals while sharing costs. For example, Chatham and Harwich are working together on the Muddy Creek Bridge project to improve water quality and potentially lower future wastewater costs. The bulk of the costs for this project will be covered by grant funds. The Harwich waste water plan that was completed and turned over to the State and County this year suggests continued cooperation with Chatham in the waste water area since treatment for the East Harwich area is planned at the existing Chatham plant which has excess capacity.
- Grants have become even more important as a financing method during these difficult economic times. It is a method which allows working on significant projects in both the infrastructure and human services area with the Harwich property tax payers having to be responsible for only a small portion of the costs...generally in the area of 10%. During the current year the Town has been awarded grants to repair the bulkhead at Allen's Harbor, the commercial dock at Wychmere Harbor, and to repair a section of Route 124 in terms of both drainage and road surface to eliminate a flooding issue.

The Board of Selectmen established a Middle School Repurposing Committee to evaluate what benefits the Town could generate once this school was turned over to the Town once the new high school is opened in September 2014. The committee is in the process of completing its work and preparing to issue an RFP. This should allow the residents to weigh in on the decision at the May 2014 Annual Town Meeting.

The Planning Board was given the charge to review the East Harwich Plan based on a list of key objectives prepared by a Board of Selectmen subcommittee. This activity is ongoing and should result in a recommendation in the next fiscal year.

On the positive side, the Monomoy Regional School Committee reports that the construction of the new high school remains on schedule for a September 2014 opening and is apparently under budget. Unfortunately, it appears that the school operating budget being proposed for the next fiscal year does not reflect the savings that had been projected when the Town voted on regionalization and carried in the five year plan. Thus, the negative impact on the municipal operating budget includes implications that range from a 2.5% general override, to a loss of personnel, and/or the inability to fund much needed infrastructure maintenance/improvement programs.

During this year, two residents who have provided great service to the Town passed away. Robert Murray on September 5th and Ray Jefferson on September 8th. As a leader of HECH, Bob Murray has been deeply involved in affordable housing issues and a variety of programs that help children. Physical reminders of Bob's efforts on behalf of Harwich are the Children's Center and the affordable housing units on Sisson Avenue. Ray, as a key member of building committees, has been the driver for several important Harwich building projects. The new police station is a physical reminder of Ray's efforts on behalf of the Town. Both of these gentlemen have been nominated for the Harwich Hall of Fame. Their efforts on behalf of the Town are once again a strong reminder of the great importance of volunteers to the operation and successes of the Town of Harwich.

Report of the **Interim Town Administrator**

I would first like to thank the Board of Selectmen for giving me the opportunity to serve the Town of Harwich as your Interim Town Administrator from July through December 2013. It was a pleasure to be able to serve the Town and the Board.

The 2013 summer season was very busy. Television station Channel 25 visited the Town for one of their “Zip Trips” and spent a Friday morning featuring the many assets of the Town of Harwich. The staff of the Highway Department, Harbormaster and many other Town Departments worked extra hard to make the Channel 25 personnel comfortable and welcome. This was a very positive event to start our summer season. Our Harbormaster, John Rendon was very active, along with his regular harbor duties, with finishing the dredging of Allen Harbor, starting work for bids on a new bulkhead at Allen Harbor, securing a grant for renovating the dock and pier at Wychmere harbor, and making presentations for major improvements to our Saquatucket Harbor resource. We also worked on presenting a new parking plan for Saquatucket Harbor which will designate parking for slip renters, boat ramp users, for people doing business with the Harbormaster office, and parking for the general public for a fee. This project will be worked on during the winter months. During the summer and into the fall we worked on the final paperwork to install the solar panels at the landfill. At times we thought we would never finish the changing requirements and approvals but with the cooperation of the Building Department, Engineering Department, Highway Department and Town Counsel we finally made it and had a ground breaking ceremony to start installation of the solar panels. We must thank the Harwich Utility & Energy Committee and our representative to the Cape and Vineyard Electric Cooperative for their untiring efforts to bring the project to completion.

We also worked on a number of other projects over the summer. We revised the Ambulance Fee waiver and collection policy, we defined the uses of the harbormaster building on Bank Street and created rental documents for the various groups using the facility. We developed a summary of how appointments to Town positions are carried out under the Charter, completed a personnel review of the Finance Departments, and finalized the license for the South Harwich Meeting House which is now being reviewed by the Friends of the Meeting House. We finished the first steps to develop the Capital Outlay Plan for the FY 15 budget and lastly worked with the Harwich Middle School Reuse Committee to get closer to finishing the request for proposals to sell or lease the building.

In closing, I want to welcome and congratulate Christopher Clark as he starts as the new Town Administrator in Harwich. He will face many challenges and opportunities but will be able to work with a great staff to keep making improvements to the Town of Harwich. I again want to thank the Board of Selectmen for the opportunity to serve the Town and also thank the Department Heads and town Staff for their help and understanding during the work we did together from July through December. A special thanks goes from me to Sandy Robinson and Ann Steidel for being very dedicated employees but more for their work and help in making my six months in Harwich successful.

Robert C. Lawton Jr.
Interim Town Administrator

Report of the **Town Administrator**

It is with kind regards that I submit to you, the residents of Harwich, my final report as your Town Administrator. With my retirement effective June 30, 2013, this report spans the first six months of the calendar year. I am pleased that the Board of Selectmen appointed my good friend, retired Yarmouth Town Administrator Bob Lawton, to serve as Interim Town Administrator for the second half of the calendar year. I am even more pleased that Christopher Clark, a former Assistant of mine in the Town of Walpole during the early 1990's, has been selected to serve as your next permanent Town Administrator, starting at the very end of calendar 2013.

As all of you already know, Harwich is a very special place. At the beginning of this year, nationally published Coastal Living Magazine selected Harwich Port as the second happiest seaside community for 2013 and on July 5th, Harwich residents gathered with pride at Red River Beach to watch Boston's Fox TV live broadcast of its Zip Trip morning news which displayed the summer beauty of Harwich's beaches.

Not only is Harwich special for its natural beauty, but its people are kind and generous too. During my six and one half years tenure as your Town Administrator, I have come to know so many of you and am happy to consider you as dear friends. Whether you have served as an elected or appointed official, a committee volunteer, or an employee, I wish to thank you for your community service. During my tenure, I fostered a climate of civility, collaboration and transparency in our local government. As a team, we worked diligently to communicate honestly with the Selectmen, the Finance Committee, the Capital Outlay Committee and the newly formed Monomoy Regional School Committee as to the Town's limitations and our recommended allocation of our shared resources and priorities for moving the community forward. In turn, the Voter Information Committee conveyed that Team Effort through Local Cable broadcast to educate the voters, especially prior to Town Meetings.

The Town moved forward with several public projects during this six month period. The most challenging of these was the dredging of Allen Harbor, especially during the winter months. The original goal was for contractor Burnham Associates to dredge an estimated 40,000 cubic feet of material and to haul the material by scows for deep ocean disposal by January 15th, when the State imposed Time of Year Restrictions prohibit this dredging activity because of winter flounder. Due to volume miscalculations and a late start by the contractor, Time of Year extensions were needed and successfully obtained with conditions until the end of February. Ultimately, Burnham removed and

disposed of 38,065 cubic yards and an additional 8,000 cubic yards were removed in the southwest corner of the harbor by the County dredge. That material was bermed and drained at the Pleasant Road Beach; then hauled and disposed of at the Queen Anne former landfill site under a Beneficial Use Determination permit issued by the State Department of Environmental Protection.

The second major Public Works project was the completion of the Route 137 reconstruction from the Brewster line to the Chatham line. Lawrence Lynch Corporation was an excellent contractor, who completed the project, including installation of traffic signals at the Exit 11 interchange of Route 6, ahead of schedule and prior to the Memorial Day weekend. Kudos is in order to Public Works Director Lincoln Hooper and staff for this successful undertaking and public safety improvement.

The third major project was the advancement of the Muddy Creek Project cooperatively with the Town of Chatham. The goal is to install a new wide 24 foot culvert under Route 28 at the Harwich- Chatham town line, which will improve tidal flow, flushing and enhance the environment at this estuary. An engineering company was hired to design the project and local matching funds were approved at Town Meeting in anticipation of future grant awards.

A Cape and Vineyard Electric Cooperative project with the Town of Harwich advanced for the installation of 17,100 solar panels to be installed at the former capped Queen Anne Road landfill. The installer, American Capital Energy who is investing \$25 million, received their interconnect approval from NSTAR and their financing. A ground breaking ceremony was held in November. The Town is anticipating a first year saving of \$250,000 and growing larger each succeeding year of the twenty year inter-municipal agreement.

Harwich and Chatham participated jointly in not only the newly formed Monomoy Regional School District and associated construction of a new High School and the Muddy Creek Culvert project, but also the two Towns entered into a reciprocal agreement for the Cranberry Valley and Seaside Links golf memberships where annual memberships could be purchased at either course at resident rates. This spring, the Board of Selectmen also awarded a new restaurant lease at Cranberry Valley Clubhouse to Ian Philbrook of Brewster.

The Cape Light Compact installed experimental LED street lighting in front of Town Hall which residents found the lighting acceptable and results in budget and electricity savings. With a positive result, the Board of Selectmen authorized the Cape Light Compact to proceed with replacing the entire Town owned street lighting, now scheduled for 2014.

The Brooks Free Library parking lot was reconfigured and exterior lighting installed.

I am pleased to report that my persistent advocacy for creating the position of a Facilities Operation and Maintenance Manager within the Public Works Department in order to properly maintain our public buildings was successfully funded by Town Meeting.

After more than five years of water quality studies, contractor CDM Smith completed the draft Comprehensive Wastewater Management Plan (CWMP) and Environmental Notification Form on February 28th and filed it with the Massachusetts Environmental Policy Act (MEPA) in the Office of Energy and Environmental Affairs and with the Cape Cod Commission. Part of this work included the U Mass Dartmouth completion of the Herring River Mass Estuary Project (MEP). While the work was well received, the Cape Cod Commission recommended that the formal review not be submitted until the Cape Cod Commission completes its Regional 208 Water Quality Management Plan. The CWMP did receive its MEPA Certificate. The first phase of the plan calls for sewerage East Harwich and tying those sewers into the newly upgraded Chatham Treatment Plant. Negotiations with Chatham to share their treatment plant started in June with an approved joint statement by both Boards of Selectmen to conclude negotiations by the end of 2013.

There were several land issues addressed during this period. First, Town Meeting appropriated \$400,000 to purchase 4 acres owned by the Verrochi family on Bald Hill, which abuts the Herring River for conservation purposes.

The Board of Selectmen voted to accept an agreement regarding public beach access with the abutting property owner, Fitzpatrick's, regarding Beach Road, just prior to a scheduled Town Meeting vote to take Beach Road as a beach by eminent domain.

A much larger public vs. private beach access issue arose at the end of Bay View Road, where sand has accreted over time as a result of the construction of a jetty at the end of Wychmere Harbor. Private property owners along Davis Avenue filed plans with the Land Court to extend their 1931 property lines due to the accretion. Bay View Road neighbors, who have accessed the beaches via a 6 foot public path for generations, have protested the private property owners' attempts to restrict public beach access. This dispute is ongoing in the courts and could result in a landmark decision affecting public access along the shores of the Commonwealth.

I devoted considerable time representing the Cape communities on two major tasks: one was to renew the Cape's current solid waste contracts which mostly expire on December 31, 2014. The Cape Cod Commission formed a Regional Solid Waste Advisory Committee which produced an agreement with Covanta, the owner of the Rochester Waste to Energy Plant for a new 10 year contract. Simultaneously, ABC Disposal from New Bedford has proposed

building a new facility in Rochester and offering lower tip fees than Covanta. This second option has provided the Cape communities with a choice and dilemma which each community must decide before the current contracts expire.

The second issue that I have represented the Cape communities is on the Barnstable County Steering Committee to build a single regional dispatch center. The Harwich Fire Department this past spring transferred its Fire Dispatch from its Public Safety Facility to the Barnstable County Sheriff's Dispatch, which is located at the Military Base in Bourne. The regional goal is to consolidate all of the Cape communities' Public Safety Answering Points into one or two regional dispatch centers. The Barnstable County Steering Committee continues to deliberate its options between the Police and Fire Chiefs and County Sheriff.

As I conclude my portion of the 2013 annual report, I wish to thank all residents and especially the Board of Selectmen for the privilege of serving you as Town Administrator. I reflect fondly upon my tenure in Harwich and the many accomplishments that we achieved together.

Sincerely,
James R. Merriam

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

35 applications were submitted to the Planning Board in 2013:

- Land divisions and modifications – 7 Approvals Not Required (ANR), and 3 Definitive Subdivisions resulted in the creation of 18 additional residential building lots
- 10 Site Plans – including 5 commercial uses, 3 industrial buildings, 2 cell towers, expansion of the Winstead Inn, the Monomoy Regional High School, a 7-unit multi-family project, and the Crowell Barn restoration adjacent to Brooks Academy Museum.
- 3 Waivers of Site Plan Review
- 4 Special Permits
- 6 Covenant Releases
- 2 Informal Reviews –the Habitat for Humanity 7-lot affordable housing project on Oak Street and Cumberland Farms in Harwich Port.

The Planning Department responded to numerous telephone, e-mail and walk-in requests for information about applications to the Planning Board. The Planning Assistant logged in 60 requests for further information.

PLANNING

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

- Water Quality Task Force – Peter de Bakker
- Trails – Allan Peterson
- Capital Outlay – Joe McParland
- Community Preservation – Peter de Bakker
- Middle School Repurposing – Joe McParland
- Harwich Center Initiative – Joan Kozar

By-law Revisions

The Planning Board proposed two by-law revisions in 2013 – accessory apartments and panhandle lots/shape numbers. The former revision combined standards from three different sections of the zoning by-law into one. Changes were made to ownership and rental requirements, septic system requirements,

minimum lot size, entry location, and appearance of the property. A new provision was added to require a special permit for residential accessory buildings with bedrooms.

The panhandle lot by-law was intended to allow creation of a limited number of lots using rear land without the need for new road construction. Standards for panhandle lots included minimum width and frontage, maximum length, adequacy of driveway design, and number of adjacent panhandle lots. The new shape factor by-law affected lot layout calculations for both standard and panhandle lots.

Both by-law proposals were approved at May Special Town Meeting.

East Harwich

The Planning Board presented a draft East Harwich zoning by-law at a public hearing in January 2013. A large audience voiced mostly negative comments on the Planning Board proposal. At two subsequent meetings, the Board had extensive discussions about an appropriate response to the comments from the January public hearing. Several members expressed hesitancy about proceeding to Town Meeting with the current proposal.

The Board of Selectmen appointed a two-person East Harwich subcommittee, with Ed McManus and Larry Ballantine as members assisted by the Town Planner, to develop a vision for the future of East Harwich. The Board of Selectmen said that its effort would be independent from the previous proposals from the Planning Board and the East Harwich Collaborative. In a series of nine meetings from February through June, the subcommittee prepared two documents entitled “East Harwich Vision Statements” and “Implementation of East Harwich Vision Statements”. In July, the full Board of Selectmen voted unanimously to return the documents to the Planning Board and to request that they be considered as guidance in the continuing efforts to develop and rezone the East Harwich area.

The eight East Harwich Vision Statements developed by the Board of Selectmen were:

1. Current zoning and the development that it leads to should be changed.
2. Appropriate commercial development is a priority and should take place in a pedestrian-friendly and interconnected pattern.
3. A strong residential component should be included.
4. The town should provide active direction in pursuit of its vision.
5. Growth levels should be reasonable, and growth patterns should be managed.

6. The town's vision should include an element of "offset" zoning for outlying districts in the East Harwich area.
7. East Harwich zoning should be considered in the context of other principal villages in Harwich.
8. The East Harwich vision should be integrated with Harwich wastewater planning.

In September 2013, the Planning Board appointed a three-person subcommittee to continue the discussion of East Harwich zoning issues. Joan Kozar, David Harris and Al Atkinson were appointed to the subcommittee with Ms. Kozar appointed as Chair. James Atkinson and David Spitz also participated regularly in weekly subcommittee meetings.

The subcommittee outlined a work plan with the goal of bringing a new zoning proposal to town meeting in Fall 2014. The subcommittee emphasized the need to gather public comment in several stages ranging from general input to reaction to specific proposals. The subcommittee gathered input from a variety of interested parties including the Harwich Chamber of Commerce, the developer of Mashpee Commons, local realtors, commercial property owners, members of the East Harwich Collaborative and area residents.

The Town Planner began a discussion with the Cape Cod Commission about related topics including creation of a Growth Incentive Zone with growth offsets, amendment to the Six Ponds District of Critical Planning Concern, Harwich adoption of the Regional Vision Map, and Commission certification of the Harwich Local Comprehensive Plan.

The current goal is to seek approval of the East Harwich rezoning package with related actions from the Cape Cod Commission before the end of 2014.

Harbors

Consultants Vine Associates and the Cecil Group completed work on the Saquatucket and Wychmere Harbors Plan in August 2013. The final report depicted a completely revised Saquatucket Harbor layout with ferry and large passenger boats sharing an accessible loading platform along the bulkhead immediately west of the loading ramp. Additional accessible routes were depicted from the platform to the main parking lot. A proposed new circulation pattern directed boat trailers directly to the loading ramp without using the lower road for access. The lower road was redesigned to permit non-trailer access for boat users and greater safety for pedestrians.

The report also proposed improvements for the Town pier at Wychmere Harbor.

The Harbormaster incorporated improvements from the plan into new capital requests, and these requests were included in the latest 6-year Capital Plan for Harwich. The Harbormaster and Waterways Committee will take the lead in making recommendations for capital improvements going forward.

Crowell Barn

Construction plans for the restoration of the Crowell Barn were completed by Ian Ellison, Master Timberframer, of Brewster. The Planning Department oversaw issuance of two Invitations for Bids in fall 2013 resulting in selection of David Ottinger Antique Buildings and Materials from Deerfield, NH to do the barn restoration. Mr. Ottinger has more than 30 years experience with disassembly and reassembly of antique barns throughout New England. After award of a contract, Mr. Ottinger was scheduled to begin work in January 2014 with anticipated completion in mid-June 2014. Initial bids for foundation and site work came in too high in December, and a new Invitation for Bids was scheduled to be issued for that work in February 2014.

Regional Permitting

The Town of Harwich began its participation in Phase II of the regional e-permitting system in November 2013. Following implementation of Phase I systems in the towns of Yarmouth, Chatham and Nantucket, Harwich obtained a Technical Assistance Grant from the Cape Cod Commission to assist in the project. The Harwich portion of the project is coordinated by the Town Planner and IT Director and includes participation from Health, Building, Conservation and Planning Departments. The Cape Cod Commission has hired a technical staff person to aid in the development and maintenance of the regional e-permitting system. Once implemented, the system will allow on-line tracking by the general public for recently issued and pending permits. At a later date, the system should allow on-line submission of permit applications and payment of fees.

Flood Hazard Mapping

The Federal Emergency Management Administration (FEMA) issued draft new flood hazard maps in spring 2013 that expanded flood boundaries on hundreds of parcels in Harwich. The most affected locations were areas along Nantucket Sound and Herring River. After receiving the draft FEMA flood maps in electronic format, the Planning Department combined map layers for flood hazard limits and town parcel boundaries, and provided on-line links to available maps at the county and town level. During summer and fall 2013, the Town Planner, Planning Assistant, and Building Department Clerks assisted an estimated 300 to 400 people in viewing the draft flood maps. FEMA initially planned to adopt the new flood hazard boundaries in spring 2014, but several appeals have been filed. Concerns with the scientific method of determining new flood boundaries and the likelihood of much higher insurance rates for many affected property owners threaten to delay implementation.

BOARD MEMBERSHIP

We would like to express our sincere thanks to Matt McCaffery for his dedicated service on the Planning Board. Matt joined the Board in 2005 and served as Chair from October 2008 through June 2013. He provided significant direction for the preparation and subsequent unanimous adoption of the Local Comprehensive Plan at May 2011 Town Meeting. Matt never shied away from presenting strong views about actions that would best serve the future of the Town, and he expected others to defend their positions with equal vigor.

James Atkinson was appointed Chair in place of Matt McCaffery in July 2013. We welcomed new members David Harris (alternate), Joan Kozar and Larry Brophy (alternate) during the year.

DEPARTMENT STAFF

In 2013, the Planning Department provided staff support services to the Historical Commission and the Affordable Housing Committee. David Spitz, Town Planner, also attended meetings of other committees, such as Middle School Repurpose and Bikeways, on an as-needed basis. Most of the day-to-day operations of the Planning Department were capably handled by Planning Assistant Elaine Banta.

Respectfully submitted,

James Atkinson, *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 2013 is as follows:

VOTER TOTALS – REPORT AS OF DECEMBER 2013

Ward 0	PREC 1	PREC 2	PREC 3	PREC 4	TOTALS
DEMOCRAT	697	676	586	646	2605
REPUBLICAN	472	473	491	368	1804
GREEN PARTY USA	1	0	1	0	2
GREEN-RAINBOW	5	4	2	1	12
INTER. 3RD PARTY	1	1	1	3	6
CONSTITUTION PARTY	1	0	0	0	1
REFORM	0	0	1	0	1
AMERICAN INDEPEND	0	1	0	0	1
LIBERTARIAN	7	5	5	7	24
WORKING FAMILIES	0	1	0	0	1
MA INDEPENDENT PARTY	0	0	1	0	1
UNENROLLED	1516	1425	1553	1422	5916
GRAND TOTALS	2700	2586	2641	2447	10374

The 2013 census enumerated a population of 12,832 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 2013. 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 2013 there was a Special Primary Election in April for a Senator in Congress, the May Annual Town Meeting and Election, also a Special Election in June for the Senator in Congress.

The Board of Selectmen appointed Susan J. Mills to a three year term on the Board of Registrars.

The Board of Registrars and the Town Clerk's Office would like to thank Juell E. Buckwold for her outstanding 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

Donald F. Howell
Raymond C. Gottwald
Susan J. Mills
Anita N. Doucette, *Town Clerk*
Board of Registrars

TOWN RECORDS

Report of the **Town Clerk**

Fees Collected – Fiscal Year 2012-2013

Marriage Intentions	\$	3,090.00
Birth Certificates		2,550.00
Death Certificates		11,290.00
Marriage Certificates		2,540.00
Dog Licenses		13,395.00
Business Certificates		4,040.00
Photocopies		790.37
Non-Criminal Violation Payments – Police		1,350.00
Non-Criminal Violation Payments - Health		300.00
Non-Criminal Violation Payments – Harbormaster		0.00
Non-Criminal Violation Payments – Conservation		0.00
Underground Fuel Tanks		375.00
Raffle Permits		150.00
Utility Poles		260.00
Burial Permits		1,530.00
Total Amount Collected:	\$	41,660.37
Total Amount to Treasurer:	\$	41,660.37

Vital records for 2013

***“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 – 77
Number of Deaths – 265
Number of Marriages – 92***

**COMMONWEALTH OF MASSACHUSETTS
WILLIAM FRANCIS GALVIN
SECRETARY OF THE COMMONWEALTH**

Barnstable, ss

To either of constables of the Town of Harwich

GREETING:

In the name of the Commonwealth, you are hereby required to notify and warn the inhabitants of said Town who are qualified to vote in the Special State Primary to vote at the Community Center, 100 Oak Street, Harwich, Massachusetts on

TUESDAY, THE THIRTIETH DAY OF APRIL, 2013, FROM
7:00 A.M. to 8:00 P.M. for the following purpose:

To cast their votes in the Special State Senatorial Primary Election for the candidates of political parties for the following office:

SENATOR IN CONGRESS FOR THIS COMMONWEALTH

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 25th day of March, 2013

s/Linda A. Cebula, Chairman
s/Peter S. Hughes, Vice Chairman
s/Larry G. Ballantine, Clerk
s/Edward J. McManus
s/Angelo S. LaMantia

SELECTMEN OF HARWICH

A true copy

Attest:

s/David A. Robinson
Constable

DATE: April 9, 2013

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, the 30th of April, 2013 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 the Community Center in the Town of Harwich, which covers all four precincts, at least seven (7) days before the time of said meeting as within directed.

s/ David A. 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 Corbett
Clerk:	Janet Silverio	Marge Frith
Insp.Ck In:	Judy Davis	Ann Kaplan
Insp.Ck Out:	Virginia Burke	Mary Clarke
	PRECINCT III	PRECINCT IV
Warden:	Susan Mills	Dorothy Parkhurst
Clerk:	Sandra Shelton	Judy Sullivan
Insp. Ck In:	Lee Chase	Judy Sullivan
Insp. Ck Out:	Susan Mills	Shirley Knowles

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

	PRECINCT I	PRECINCT II
Dep. Warden:	Richard Bowers	Ursula Corbett
Dep. Clerk	Jackie Stiles	Debby Waugh
Dep.Insp.In:	Catherine Sacramone	Ann Kaplan
Dep.Insp.Out:	Janet Kaiser	Mary Clarke
	PRECINCT III	PRECINCT IV
Dep. Warden:	Richard Gomes	Dorothy Parkhurst
Dep. Clerk	Sandra Hall	Judy Sullivan
Dep.Insp.In:	Janet Bowers	Judy Sullivan
Dep.Insp.Out:	Susan Mills	Shirley Knowles

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 2063 included 90 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 627, including 31 absentee votes
 Precinct II 596, including 30 absentee votes
 Precinct III 488, including 19 absentee votes
 Precinct IV 352, including 10 absentee votes

The Town Clerk, Anita N. Doucette, announced the results on April 30, 2013 at 9:00 P.M as follows:

PRECINCTS	1	2	3	4	Total
DEMOCRATIC					
STEPHEN F. LYNCH	136	122	90	83	431
EDWARD J. MARKY	268	254	188	129	839
BLANKS	1	0	0	0	1
ALL OTHERS	0	0	0	0	0
REPUBLICAN					
GABRIEL E. GOMEZ	128	122	122	69	441
MICHAEL J. SULLIVAN	69	82	71	50	272
DANIEL B. WINSLOW	25	16	16	21	78
BLANKS	0	0	1	0	1
ALL OTHERS	0	0	0	0	0

ATTESTED:

Anita N. Doucette, MMC/CMMC
Town Clerk
 Donald Howell
 Juell Buckwald
 Raymond Gottwald
Harwich Board of Registrars

**COMMONWEALTH OF MASSACHUSETTS
TOWN OF HARWICH
ANNUAL TOWN MEETING WARRANT
MONDAY, MAY 6, 2013**

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 6, 2013, 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 19th day of February, 2013

s/Linda A. Cebula, Chair

s/Peter S. Hughes, Vice Chair

s/Larry G. Ballantine, Clerk

s/Edward J. McManus

s/ Angelo S. La Mantia

BOARD OF SELECTMEN

A true copy Attest:

s/David A. Robinson

Constable

April 9, 2013

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 6th day of May, 2013 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 Community Center 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, May 6, 2013 the Moderator, Michael D. Ford, Esq. called the meeting to order at 7:00 PM when a quorum of 150 was met, having 261 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

FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED. VOTE: YES-7, NO-0.

MOTION: (Albert Patterson-Chairman, Finance Committee) I move that article be accepted and adopted. Duly seconded

ACTION: The motion carried.

At this time the Moderator, Michael D. Ford, Esq. made the following appointment:

TOWN MODERATOR APPOINTMENTS
ANNUAL TOWN MEETING- MAY 6, 2013

I hereby appoint James B. Stinson, Esq. to a three year term as a Trustee of the Caleb Chase Fund expiring May 2016

I hereby appoint Robert Doane to a two year term as a Trustee of the Caleb Chase Fund, expiring May 2015

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

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

Date: May 6, 2013

s/Michael D. Ford, Esq.
Moderator

REPORTS OF TOWN OFFICERS AND COMMITTEES

ARTICLE 2 To hear reports of all Town Officers and Committees for the year 2012. Customary Article

FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED. VOTE: YES-7, NO-0.

MOTION: (Albert Patterson-Chairman, Finance Committee) I move that article be accepted and adopted. Duly seconded

ACTION: The motion carried.

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, 2013 and ending June 30, 2014 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)

FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED. VOTE: YES-7, NO-0.

MOTION: (Albert Patterson-Chairman, Finance Committee) I move that 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 was a unanimous vote, so declared.

TOWN OPERATING BUDGET

ARTICLE 4 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 2014, and to act fully thereon. (BUDGET – SEE APPENDIX B). Estimated cost: \$28,552,559.

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

THIS IS A BALANCED BUDGET. IT SHOULD BE NOTED THAT IN ADDITION TO THE 2 ½% INCREASE IN THE TAX LEVY ALLOWED BY THE SO-CALLED PROPOSITION 2 ½, APPROVAL OF THIS BUDGET AT THIS ATM FOLLOWED BY A MAJORITY OF YES VOTES ON BALLOT QUESTIONS AT THE MAY 21, 2013 ELECTION WILL ALSO RAISE TAXES AS A RESULT OF: CAPITAL EXCLUSIONS \$1,024,500 AND DEBT EXCLUSIONS \$500,000.

MOTION: (Albert Patterson-Chairman, Finance Committee) I move that this article be accepted and adopted as printed in the warrant Appendix B under column titled Town Meeting Budget FY 2014 and the sum of \$ 28,552,559 be appropriated for this purpose. That to raise this appropriation, the sum of \$ 26,920,702 be raised and appropriated, and that \$ 509,872 be raised and appropriated in the General Fund operating budget and allocated to the Water Enterprise Fund for funding, and that \$ 704,970 be transferred from the Community Preservation Fund, undesignated fund balance to pay for current Land Bank debt service, and that \$ 215,000 be transferred from the Cable Fund, and that \$ 17,265 be transferred from the Septic Loan Betterment Fund, and that \$100,000 be transferred from Overlay Surplus, and that \$14,000 be transferred from the FEMA Fund and that \$11,850 be transferred from the Old Post Road Betterment Fund and \$23,900 be transferred from the McGuerty Road Betterment Fund and \$35,000 be transferred from the Waterways Management Fund. Duly seconded

AMENDMENT TO THE MAIN MOTION: (Leo Cakounes) I move the following:

Line#62 Highways and Maintenance Salary and Wage PROPOSED
2,089,335.00

Remove 58,000.00

Line #62 Highways and Maintenance Salary and Wage AMENDED
2,031,335.00

Line #35 Repairs to Public Buildings PROPOSED 10,000.00
Transfer into 58,000.00

Line #35 Repairs to Public Buildings AMENDED 68,000.00

ACTION ON AMENDMENT: Amendment did not carry

ACTION ON MAIN MOTION: The motion carried

MONOMOY REGIONAL SCHOOL DISTRICT 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 pay for the Monomoy Regional School District Assessment for Fiscal Year 2014, and to act fully thereon. By request of the Monomoy Regional School Committee and Superintendent Estimated cost: \$20,337,662.

FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED. VOTE: YES-4, NO-1.

MOTION: (Albert Patterson-Chairman, Finance Committee) I move that this article be accepted and adopted and the town raise and appropriate \$ 20,337,662 to pay its assessed share of the Monomoy Regional School District Budget for fiscal year 2014; and that to meet this appropriation, \$20,337,662 be raised and appropriated by taxation. Duly seconded

ACTION: The motion carried.

CAPE COD REGIONAL TECHNICAL SCHOOL DISTRICT BUDGET

ARTICLE 6 To see if the Town will vote to raise and appropriate and/or transfer from available funds a sufficient sum of money as may be required to pay for the Cape Cod Regional Technical High School District Assessment for Fiscal Year 2014, and to act fully thereon. By request of the School Superintendent. Estimated Cost: \$1,421,910.

FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED. VOTE: YES-7, NO-0.

THIS REPRESENTS A SIGNIFICANT INCREASE FROM FY13 DRIVEN LARGELY BY INCREASED ENROLLMENT.

MOTION: (Albert Patterson-Chairman, Finance Committee) I move that this article be accepted and adopted and the town raise and appropriate by taxation the sum of \$ 1,421,910 to pay its assessed share of the Cape Cod Technical Regional School District Budget for fiscal year 2014.

Duly seconded

ACTION: The motion carried

WATER BUDGET

ARTICLE 7 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 2014, and to act fully

thereon. By request of the Water Commissioners and Superintendent.
Estimated cost: \$3,142,977.

**FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE
ACCEPTED AND ADOPTED. VOTE: YES-5, NO-0.**

MOTION: (Albert Patterson-Chairman, Finance Committee) I move
that this article be accepted and adopted and the sum of \$3,142,977 be
appropriated to operate the Water Enterprise Fund for this purpose:

Salaries	1,039,600
Expenses	1,205,150
Debt	711,014
Budgeted surplus	<u>187,213</u>
Total	3,142,977

And that \$3,142,977 be raised as follows: \$3,142,977 from Departmental
Receipts. Duly seconded

ACTION: The motion carried.

FUND UNION AGREEMENTS

ARTICLE 8 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 2014
municipal departmental budgets to fund the new contractual agreement(s)
between the Town of Harwich and the following unions for FY 13, and/or FY
14, and to act fully thereon:

The Harwich Permanent Fire Fighters, Local 2124, International Association
of Fire Fighters in the amount of _____;

The International Association of Machinists and Aerospace Workers, Local
Lodge 264 of District 38, A.F.L.-C.I.O. in the amount of _____;

The Highways & Maintenance Employees Association in the amount of
\$ _____;

The Harwich Employees Association in the amount of \$ _____;

The Harwich Police Federation in the amount of \$ _____;

The Harwich Superior Officers in the amount of \$ _____;

The Harwich Manager's Union (S.E.I.U.) in the amount of \$ _____;

By request of the Board of Selectmen.

FINANCE COMMITTEE HAS NO RECOMMENDATION PENDING FURTHER INFORMATION AT OR BEFORE THE ANNUAL TOWN MEETING. CONTRACTS ARE UNDER CONTINUING NEGOTIATION. VOTE: YES-5, NO-0.

MOTION: (Albert Patterson-Chairman, Finance Committee) I move to indefinitely postpone. Duly seconded

ACTION: The article was indefinitely postponed

FUND NON-UNION COMPENSATION PLAN

ARTICLE 9 To see if the Town will vote to raise and appropriate or transfer from available funds a sufficient sum of money to the FY 2013 and/or 2014 Town budget to amend the Personnel By-law Compensation Plan, and to act fully thereon. By request of the Board of Selectmen.

FINANCE COMMITTEE HAS NO RECOMMENDATION PENDING FURTHER INFORMATION AT OR BEFORE THE ANNUAL TOWN MEETING. CONTRACTS ARE UNDER CONTINUING NEGOTIATION. VOTE: YES-5, NO-0.

MOTION: (Albert Patterson-Chairman, Finance Committee) I move to indefinitely postpone. Duly seconded

ACTION: The article was indefinitely postponed

FUND CONTRACT EMPLOYEE'S COMPENSATION SCHEDULE

ARTICLE 10 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 2013 and/or 2014 Town budgets to amend the Contract Employee's compensation schedule, and to act fully thereon. By request of the Board of Selectmen.

FINANCE COMMITTEE HAS NO RECOMMENDATION PENDING FURTHER INFORMATION AT OR BEFORE THE ANNUAL TOWN MEETING. CONTRACTS ARE UNDER CONTINUING NEGOTIATION. VOTE: YES-5, NO-0.

MOTION: (Albert Patterson-Chairman, Finance Committee) I move to indefinitely postpone. Duly seconded

ACTION: The article was indefinitely postponed

CAPITAL PLAN ADOPTION

ARTICLE 11 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 2020 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.

What the numbers mean:

The projects and costs represented for the first year of the seven year plan have been individually voted upon by COC as indicated in the chart. Subsequent years are for planning purposes and may or may not be voted in favor by COC. As town priorities and needs change in future years, some projects may be deferred or eliminated. Costs are likely to change by, among other things, inflation and scope of project. All costs represented here are in today's dollars.

** Denotes dollar amounts that are not substantiated through the normal bidding process. Bidding for this project may result in somewhat different dollar amounts. Final amounts will be determined by the BOS and TA within the scope of the project as approved by the COC and TA and as accepted by the BOS.*

*** Denotes dollar amounts for projects that may or may not actually be approved in future years. The dollar amounts are estimates based on past experience with similar projects.*

FINANCE COMMITTEE HAS NO RECOMMENDATION PENDING FURTHER INFORMATION AT OR BEFORE THE ANNUAL TOWN MEETING. THE CAPITAL OUTLAY COMMITTEE WILL BE VOTING ON SEVERAL AMENDMENTS TO THE CAPITAL PLAN IN COMING WEEKS. VOTE: YES-5, NO-0.

MOTION: (Albert Patterson-Chairman, Finance Committee) I move that this article be accepted and adopted.

I move that the list of proposed amendments to the Capital Plan which plan is listed on pages 14 & 15 of the Annual Town Meeting warrant book be accepted and adopted.

Line 5 FIRE DEPARTMENT - Fire Truck Purchase in 2014 is increased from \$390,000 to \$425,000.

Line 24 WATERWAYS/HARBORS – Allen Harbor Dredging Phase 2 for \$600,000 in 2014 has been eliminated.

Line 47 WASTE WATER MANAGEMENT – Phase 1: Muddy Creek
Construction has been increased from \$182,500 to
\$187,500 in 2014..

Line 74 WATER DEPARTMENT – New Water Treatment Plant –
Northgate in 2014 has been increased from \$1,600,000 to
\$1,960,000.

Line 75 WATER DEPARTMENT - Repaint Lothrop Water Tank in
2017 has been moved forward to 2014 for \$1,600,000.

Addition to Capital Plan - WATER DEPARTMENT – Trucks (2) in 2014 for
\$77,800 and \$67,848. Truck (1) in 2017 for \$75,000. Truck (1) in 2020
for \$75,000. Duly seconded

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

FUND NEW FIRE ENGINE

ARTICLE 12 To see if the town will vote to raise and appropriate, transfer from available funds or borrow a sufficient sum of money to purchase, equip one new fire pumper, and to further authorize trade-in or sale of one 1992 Emergency One 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. Ch. 59 §21C 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 \$425,000

FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED IN THE AMOUNT OF \$425,000. VOTE: YES-5, NO-0.

THE FIRE DEPARTMENT IS SEEKING APPROVAL FOR THE PURCHASE OF A NEW FIRE ENGINE ESTIMATED TO COST APPROXIMATELY \$ 425,000. THIS NEW ENGINE WILL REPLACE THE 1992 PUMPER WHICH WILL BE TRADED-IN AT AN ESTIMATED VALUE OF \$ 20,000. THE FIRE DEPARTMENT HAS WORKED VERY DILIGENTLY TO KEEP THIS PRICE AS LOW AS POSSIBLE WHILE ASSURING THAT THE TOWN PROCURES A VEHICLE THAT WILL SATISFY OUR NEEDS FOR PUBLIC SAFETY. THIS PRICE IS LOWER THAN SEVERAL OTHER LOCAL COMMUNITIES IN TERMS OF PURCHASING THE SAME BASE MODEL. THIS PURCHASE WILL REQUIRE A POSITIVE VOTE AT THE BALLOT IN ORDER TO APPROVE THIS ACTION.

MOTION: (Albert Patterson-Chairman, Finance Committee) I move that this article be accepted and adopted to purchase a new fire pumper and to trade in or sell one 1992 Emergency One Pumper and the sum of \$425,000 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 expenditure authorized by this vote in Fiscal Year 2014.

Duly seconded

ACTION: It was a unanimous vote, so declared.

FUND AMBULANCE COMPUTERS

ARTICLE 13 To see if the town will vote to raise and appropriate, transfer from available funds or borrow a sufficient sum of money to purchase two (2)

mobile lap top computers used for patient documentation and information sharing with the hospital and billing services and to act fully thereon. By request of the Fire Chief. Estimated cost: \$10,000.00

FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED IN THE AMOUNT OF \$10,000. VOTE: YES-7, NO-0.

MOTION: (Albert Patterson-Chairman, Finance Committee) I move that this article be accepted and adopted to purchase (2) mobile lap top computers used for patient documentation and information sharing with the hospital and billing services and the sum of \$10,000 be transferred from Free Cash for this purpose. Duly seconded

ACTION: The motion carried.

FUND HIGHWAY PAVING AND SIDEWALKS

ARTICLE 14 To see if the town will vote to raise and appropriate, transfer from available funds or borrow a sufficient sum of money to fund Highway paving and sidewalk repairs. 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 DPW Director. Estimated cost: \$500,000

FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED. VOTE: YES-7, NO-0.

ABOUT 90% OF THESE FUNDS WILL BE SPENT ON STREET PAVING, AND SOME OF THE REMAINDER WILL BE USED TO REPAIR SIDEWALKS.

MOTION: (Albert Patterson-Chairman, Finance Committee) I move that this article be accepted and adopted to appropriate the sum of \$500,000 to fund the Road Maintenance Program as requested in the Capital Plan for Fiscal Year 2014, including 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 \$500,000 and to issue bonds and notes therefore pursuant to General Laws chapter 44, sections 7 or 8, or any other enabling authority; to authorize the Board of Selectmen to expend all funds available for the project and to take any other action necessary to carry out the project; provided, however, that the appropriation and borrowing 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) amounts required to pay the principal of and interest on the borrowing authorized by this vote.

Duly seconded

ACTION: It was a unanimous vote, so declared.

LEASE OR PURCHASE AND EQUIP VEHICLES

ARTICLE 15 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 Loader

And to further authorize trade-in or sale of one (1) 1996 Volvo L70C Loader toward the purchase price where the Board of Selectmen finds that the vehicle cannot be utilized elsewhere in the Town.

One (1) new Dump Truck

And to further authorize trade-in or sale of one (1) 1995 Chevy Dump Truck toward the purchase price where the Board of Selectmen finds that the vehicle cannot be utilized elsewhere in the Town.

By request of the DPW Director. Estimated Cost: \$305,000

FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED. VOTE: YES-7, NO-0.

MOTION: (Albert Patterson-Chairman, Finance Committee) I move that this article be accepted and adopted and that \$305,000 be transferred from Free Cash to purchase the following:

Highway and Maintenance

One (1) new Loader \$160,000

One (1) new Dump Truck. . . \$145,000

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

One (1) 1995 Chevy Dump Truck

Duly seconded

ACTION: It was a unanimous vote, so declared.

FUND THE PURCHASE OF A NEW RECREATION PASSENGER VAN
ARTICLE 16 To see if the Town will vote to raise and appropriate, transfer from available funds and/or borrow a sufficient sum of money to fund the purchase of a new 12 passenger van for the Recreation and Youth Department, and to act fully thereon. By request of the Harwich Recreation and Youth Director. Estimated cost: \$28,000

FINANCE COMMITTEE HAS NO RECOMMENDATION PENDING FURTHER INFORMATION CONCERNING FINANCING OPTIONS, TO BE PROVIDED AT OR BEFORE TOWN MEETING. VOTE: YES-5, NO-0

MOTION: (Albert Patterson-Chairman, Finance Committee) I move that this article be accepted and adopted and that \$ 28,000 be raised and appropriated for this purpose; and to meet this appropriation, \$19,124.90 be transferred from the 2003 Annual Town Meeting under Article 31 and \$8,875.10 be transferred from the 2011 Annual Town Meeting under Article 14 for the following purchase:

Recreation and Youth
One (1) new passenger van

Duly seconded

ACTION: The motion carried.

BEACH PARKING LOT PAVING

ARTICLE 17 To see if the Town will vote to raise and appropriate, transfer from available funds and/or borrow a sufficient sum of money to repave a beach parking lot (Atlantic Street) and to act fully thereon. By Request of the Recreation and Youth Commission. Estimated Cost: \$19,200

FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED. VOTE: YES-7, NO-0.

MOTION: (Albert Patterson-Chairman, Finance Committee) I move that this article be accepted and adopted and that \$ 19,200 be transferred from Free Cash for this purpose.

Duly seconded

ACTION: It was a unanimous vote, so declared.

LONG POND BEACH RESTROOM

ARTICLE 18 To see if the Town will vote to raise and appropriate, transfer from available funds and/or borrow a sufficient sum of money to replace the current restroom facilities at Long Pond Beach, and to act fully thereon. By request of the Harwich Recreation and Youth Commission. Estimated Cost: \$125,000

FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED. VOTE: YES-7, NO-0.

MOTION: (Albert Patterson-Chairman, Finance Committee) I move that this article be accepted and adopted and that \$85,000 be transferred from Free Cash for this purpose. Duly seconded

ACTION: The motion carried.

ALLEN HARBOR BULKHEAD REPAIR AND PARKING LOT DRAINS
ARTICLE 19 To see if the town will vote to raise and appropriate, transfer from available funds or borrow a sufficient sum of money to replace the Allen Harbor Bulkhead and parking lot drains. 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. Ch. 59 §21C the amount required to pay for the capital outlay expenditure authorized by this vote, and to act fully thereon. By request of the Harbormaster. Estimated Cost: \$ 250,000

FINANCE COMMITTEE HAS NO RECOMMENDATION PENDING FURTHER INFORMATION AT OR BEFORE THE ANNUAL TOWN MEETING CONCERNING RELIABLE ESTIMATES AND STATE GRANT POTENTIAL FOR PARTIAL FUNDING. VOTE: YES-5, NO-0

MOTION: (Albert Patterson-Chairman, Finance Committee) I move that this article be accepted and adopted to replace the Allen Harbor bulkheads and repair the parking lot and drains and the sum of \$250,000 be transferred from Free Cash for this purpose. Duly seconded

ACTION: The motion carried.

ADD TO DREDGING RESERVE FUND TO DREDGE
VARIOUS ENTRANCE CHANNELS
ARTICLE 20 To see if the town will vote to raise and appropriate, transfer from available funds or borrow a sufficient sum of money to dredge various harbors 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: \$65,000

FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED IN THE AMOUNT OF \$65,000. VOTE: YES-7, NO-0.

MOTION: (Albert Patterson-Chairman, Finance Committee) I move that this article be accepted and adopted to dredge harbor entrance channels and place sand on public beaches in the town and the sum of \$65,000 be transferred from the Waterways Fund for this purpose.

Duly seconded

ACTION: The motion carried.

**FUND COMPLETION OF THE COMPREHENSIVE
WASTEWATER MANAGEMENT PLAN**

ARTICLE 21 To see if the town will vote to raise and appropriate, transfer from available funds or borrow a sufficient sum of money for the completion of the Town's Comprehensive Wastewater Management Plan (CWMP) and review by regulatory agencies, and to act fully thereon. By request of the Water Quality Management Task Force.

Estimated cost: \$210,000

**FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE
ACCEPTED AND ADOPTED. VOTE: YES-7, NO-0.**

MOTION: (Albert Patterson-Chairman, Finance Committee) I move that this article be accepted and adopted to complete the Comprehensive Wastewater Management Plan and the sum of \$210,000 be transferred from Free Cash.

Duly seconded

ACTION: It was a unanimous vote, so declared.

MUDDY CREEK CULVERT CONSTRUCTION

ARTICLE 22 To see if the Town will vote to raise and appropriate, transfer from available funds or borrow a sufficient sum of money to fund construction of a Muddy Creek culvert/bridge on Route 28 to increase the flow of Muddy Creek to improve water quality and save significant sewerage costs; and further to authorize the Board of Selectmen to accept any State, Federal or private grant monies available for this purpose, and to act fully thereon. By request of the Board of Selectmen. Estimated Cost: \$ 187,500

**FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE
ACCEPTED AND ADOPTED. VOTE: YES-6, NO-0.**

MOTION: (Albert Patterson-Chairman, Finance Committee) I move that this article be accepted and adopted for a portion of the costs to construct a new Muddy Creek culvert/bridge on Route 28 to increase the flow of Muddy

Creek to improve water quality, optimal tidal flushing, wildlife restoration and save significant sewerage costs and the sum of \$187,500 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 2014.

Duly seconded

ACTION: It was a unanimous vote, so declared.

COMMUNITY CENTER LOWER LEVEL – PHASE II

ARTICLE 23 To see if the Town will vote to raise and appropriate, transfer from available funds or borrow a sufficient sum of money to fund the design of the Phase II lower level expansion of the Community Center. 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. Ch. 59 §21C the amount required to pay for the capital outlay expenditure authorized by this vote, and to act fully thereon. By request of the Board of Selectmen. Estimated cost: \$310,000.

FINANCE COMMITTEE RECOMMENDS THAT THIS ARTICLE BE INDEFINITELY POSTPONED. VOTE: YES-3, NO-2, ABSTAIN-1.

THOSE VOTING TO INDEFINITELY POSTPONE THIS ARTICLE BELIEVE THAT GIVEN OTHER PRIORITIES IN TOWN THIS IS NOT THE TIME TO SPEND SIGNIFICANT MONEY TO DESIGN WORK THAT MAY NEVER BE DONE. IF THE DESIGN WORK IS APPROVED AND ACCOMPLISHED, IT IS ANTICIPATED THAT ABOUT \$3.5 MILLION WILL NEED TO BE APPROVED TO IMPLEMENT THE DESIGN. OTHER PROJECTS COMPETING FOR CAPITAL FUNDING INCLUDE THE NEW HIGH SCHOOL AND WASTEWATER COLLECTION AND TREATMENT.

MOTION: (Albert Patterson-Chairman, Finance Committee) I move that this article be indefinitely postponed.

Duly seconded

A motion was made and seconded to terminate debate, this required a ¾ majority vote to pass, the moderator ruled that it did not receive the necessary ¾ majority vote and the debate continued.

ACTION: This article was indefinitely postponed.

FUND MULTI-MISSION PATROL BOAT FOR
HARBOR AND FIRE OPERATIONS

ARTICLE 24 To see if the Town will vote to raise and appropriate, transfer from available funds or borrow a sufficient sum of money to purchase and equip a Multi-Mission Fire and Rescue Boat for the Harbormaster Department, and to act full thereon. By request of the Harbormaster and recommended by the Fire Chief and Waterways Committee. Estimated cost: \$175,000.

FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED, IN THE AMOUNT OF \$175,000. VOTE: YES-6, NO-0.

THIS MULTI-MISSION BOAT IS NEEDED TO PROTECT, AND POTENTIALLY RESCUE, THE PUBLIC USERS OF OUR WATERWAYS.

MOTION: (Albert Patterson-Chairman, Finance Committee) I move that this article be accepted and adopted and that \$ 150,000 be transferred from Free Cash for this purpose and the Board of Selectmen be authorized to transfer title of the Harbormaster's boat, the Commander, to the Barnstable County Dredge Department in exchange for an equivalent value of dredging services.

Duly seconded

ACTION: It was a unanimous vote, so declared.

GREENSAND WATER TREATMENT FACILITY

ARTICLE 25 To see if the Town will vote to raise and appropriate, transfer from available funds, and/or borrow, including borrowing from the State Revolving Fund, a sufficient sum of money to design and construct a greensand water treatment facility at the North Westgate Well Field and reduce this cost by re-appropriating bond funds in the amount of \$450,535 from a project similar in nature, and to act fully thereon. By request of the Harwich Board of Water Commissioners and Harwich Water Superintendent. Estimated cost: \$1,960,000

Explanation: Now that DEP has declared manganese to have health effects on the elderly as well as children and due to the rising levels of iron and manganese, we feel that it is time to take corrective action by constructing a greensand filtration plant at the North Westgate well field. Such facility will capable of treating 1MGD, expandable to 3MGD. The total cost of the project of \$1,960,000 and related borrowing would be reduced by using remaining bond funds as described above.

FINANCE COMMITTEE HAS NO RECOMMENDATION PENDING FURTHER INFORMATION AT OR BEFORE THE ANNUAL TOWN

MEETING. THE CAPITAL OUTLAY COMMITTEE WILL BE VOTING ON SEVERAL AMENDMENTS TO THE CAPITAL PLAN IN COMING WEEKS INCLUDING THIS ONE. VOTE: YES-6, NO-0

MOTION: (Albert Patterson-Chairman, Finance Committee) I move that the sum of \$1,960,000 is hereby appropriated to pay costs of designing, constructing, originally equipping and furnishing a new Greensand Water Treatment Facility at the North Westgate Wellfield and for the payment of all other costs incidental and related thereto, and that to meet this appropriation, (i) \$307,978.70 is transferred from funds borrowed but no longer needed to complete the project authorized under Article 15 of the Warrant at the 2010 Annual Town Meeting, (ii) \$142,556.30 is transferred from funds borrowed but no longer needed to complete the project authorized under Article 12 of the Warrant at the 2009, (iii) the vote of the Town authorizing the borrowing of funds to pay costs of the Bruce Cahoon Water Treatment Facility, which has an authorized but unissued balance of \$250,000 that is no longer needed to complete that project, is amended to permit the borrowing of such funds to pay costs of the project authorized by this vote, and (iv) the Treasurer, with the approval of the Selectmen, is authorized to borrow \$1,259,465 from the State Revolving Fund or 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 of notes of the Town therefor. Duly seconded

ACTION: It was a unanimous vote, so declared.

PURCHASE VEHICLE FOR WATER DEPARTMENT

ARTICLE 26 To see if the Town will vote to raise and appropriate, or transfer from available funds, a sufficient sum of money for the purchase of a 1-ton utility truck. The Department will trade-in a 2000 F250 2x2 Utility Truck, and to act fully thereon. By request of the Board of Water Commissioners and the Superintendent. Estimated cost: \$77,800

Explanation: This utility truck will be used as a primary utility vehicle which will allow our Department to be on multiple job sites and to cover multiple emergencies at one time. This 1-ton utility truck will be used as our primary utility vehicle, we have found that vehicles under an F-550 don't hold up under the weight these trucks are required to carry. The purchase of this size utility truck will allow personnel to operate it without a CDL license. This smaller utility truck will also allow us to get in to tighter areas while freeing up our mini-excavator for other projects. The Department will trade-in a 2000 F250 2x2 Utility Truck.

FINANCE COMMITTEE HAS NO RECOMMENDATION PENDING FURTHER INFORMATION AT OR BEFORE THE ANNUAL TOWN MEETING. THE CAPITAL OUTLAY COMMITTEE WILL BE VOTING ON SEVERAL AMENDMENTS TO THE CAPITAL PLAN IN COMING WEEKS INCLUDING THIS ONE. VOTE: YES-6, NO-0

MOTION: (Albert Patterson-Chairman, Finance Committee) I move that this article be accepted and adopted and that \$ 77,800 be transferred from Water Enterprise Funds retained earnings for the following purchase:

Water Department

One (1) new 1-ton utility truck

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

One (1) 2000 F250 2x2 utility truck.

Duly seconded

ACTION: The motion carried.

FUND POLICE COMPUTER REPLACEMENT

ARTICLE 27 To see if the town will vote to raise and appropriate and/or transfer from available funds a sufficient sum of money to replace six (6) mobile data terminals (computers) and mounting hardware in the patrol vehicles utilized by the Harwich Police Department and to authorize the Harwich Police Department to dispose of six older mobile data terminals (computers), and to act fully thereon. By request of the Police Chief. Estimated cost: \$36,000

FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED IN THE AMOUNT OF \$36,000. VOTE: YES-6, NO-0.

MOTION: (Albert Patterson-Chairman, Finance Committee) I move that this article be accepted and adopted to purchase (6) mobile data terminals (computers) and to dispose of six older mobile data terminals and the sum of \$36,000 be transferred from Free Cash for this purpose.

Duly seconded

ACTION: The motion carried.

FUND GARAGE DOOR REPLACEMENT AT PUBLIC SAFETY FACILITY

ARTICLE 28 To see if the town will vote to raise and appropriate and/or transfer from available funds a sufficient sum of money to replace five (5) failing garage doors in the out/storage building located to the rear of the Harwich

Public Safety Facility, and to act fully thereon. By request of the Police Chief and Fire Chief. Estimated cost: \$9,100

Explanation: The current doors are in poor condition, are not insulated or weather sealed, and unable to be locked or secured, causing massive heat loss, additional energy consumption, security lapse, and rodent issues. This area is utilized to house and store valuable equipment of both the Police and Fire departments including the emergency mobile communications vehicle, police motorcycle, police/fire bicycles, vehicles being secured for evidence collection, large pieces of found property, etc. The base quote is \$8,305 with a 10% factor added for unknown issues relating to removal and installation for a total cost of \$9,100.

FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED IN THE AMOUNT OF \$9,100. VOTE: YES-6, NO-0.

MOTION: (Albert Patterson-Chairman, Finance Committee) I move that this article be accepted and adopted to replace five (5) garage doors in the Public Safety out/storage building and the sum of \$9,100 be transferred from Free Cash for this purpose. Duly seconded

ACTION: The motion carried.

FUND LIBRARY TECHNOLOGY

ARTICLE 29 To see if the Town will vote to raise and appropriate, transfer from available funds or borrow a sufficient sum of money to purchase technology hardware and software for Brooks Free Library and to act fully thereon. By request of the Brooks Free Library Board of Trustees. Estimated Cost: \$29,000.

FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED IN THE AMOUNT OF \$29,000. CURRENT COMPUTERS TO BE REPLACED RANGE FROM 10 TO 15 YEARS OLD AND NO LONGER MEET PATRONS' NEEDS. VOTE: YES-5, NO-0, RECUSAL-1

MOTION: (Albert Patterson-Chairman, Finance Committee) I move that this article be accepted and adopted to purchase hardware and software for the Brooks Free Library and the sum of \$29,000 be transferred from Free Cash for this purpose. Duly seconded

ACTION: It was a unanimous vote, so declared.

INSTALL VENTING AND AIR CONDITIONING IN LIBRARY BASEMENT
ARTICLE 30

To see if the Town will vote to raise and appropriate, transfer from available funds or borrow a sufficient sum of money to install an exhaust vent system for the Electrical Room and air conditioning for the Computer Room and Electrical Room at the Brooks Free Library and to act fully thereon. By request of the Brooks Free Library Board of Trustees. Estimated Cost: \$7,600

FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED IN THE AMOUNT OF \$7,600. VOTE: YES-6, NO-0, RECUSAL-1.

MOTION: (Albert Patterson-Chairman, Finance Committee) I move that this article be accepted and adopted to install exhaust vent system for the Brooks Free Library electrical room and air conditioning for the electrical room and computer room and the sum of \$7,600 be transferred from the 2011 Annual Town Meeting under Article 39 for this purpose.

Duly seconded

ACTION: The motion carried.

FUND LIBRARY BUILDING MAINTENANCE PROJECTS

ARTICLE 31 To see if the Town will vote to raise and appropriate, transfer from available funds or borrow a sufficient sum of money to fund interior painting and carpet cleaning repairs at Brooks Free Library and to act fully thereon. By request of the Brooks Free Library Board of Trustees. Estimated Cost: \$75,000

FINANCE COMMITTEE HAS NO RECOMMENDATION PENDING FURTHER INFORMATION AT OR BEFORE THE ANNUAL TOWN MEETING SHOULD A FUNDING SOURCE BE FOUND FOR THIS ARTICLE. VOTE: YES-4, NO-0, RECUSAL-1

MOTION: (Albert Patterson-Chairman, Finance Committee) I move that this article be accepted and adopted for installation of new carpet/floor covering in certain areas in the Brooks Free Library, and the sum of \$25,000 be transferred from Free Cash for this purpose.

Duly seconded

ACTION: The motion carried.

FUND BROOKS FREE LIBRARY PHASE II RESTORATION AND
PRESERVATION HISTORIC "BANK BUILDING"

ARTICLE 32 To see if the Town will vote to raise and appropriate, transfer from available funds or borrow a sufficient sum of money to fund Phase II restoration and preservation – historic Bank Building at Brooks Free Library and to act fully thereon. By request of the Brooks Free Library Board of Trustees. Estimated Cost: \$38,000.

FINANCE COMMITTEE HAS NO RECOMMENDATION PENDING FURTHER INFORMATION AT OR BEFORE THE ANNUAL TOWN MEETING SHOULD A FUNDING SOURCE BE FOUND FOR THIS ARTICLE. VOTE: YES-4, NO-0, RECUSAL-1

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

ACTION: This article was indefinitely postponed.

FUND HISTORIC RESTORATION AND PRESERVATION
OF ALBRO HOUSE

ARTICLE 33 To see if the Town will vote to raise and appropriate, transfer from available funds or borrow a sufficient sum of money for the historic restoration and preservation of the exterior of Albro House, and to act fully thereon. By request of the Historic District/Historical Commission. Estimated Cost: \$12,000.

FINANCE COMMITTEE RECOMMENDS THAT THIS ARTICLE BE INDEFINITELY POSTPONED. VOTE: YES-7, NO-0.

THE FINANCE COMMITTEE BELIEVES THERE ARE MORE APPROPRIATE SOURCES OF FUNDING FOR THIS KIND OF PROJECT THAN FREE CASH.

MOTION: (Albert Patterson-Chairman, Finance Committee) I move that this article be accepted and adopted for restoration and preservation of the Albro House and the sum of \$12,000 be transferred from Free Cash for this purpose. Duly seconded

ACTION: The motion carried.

PROMOTE THE TOWN OF HARWICH

ARTICLE 34 To see if the Town will vote to raise and appropriate or transfer from available funds 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. And further to authorize the Board of Selectmen to enter into a grant agreement with the Chamber of Commerce governing the expenditure of the funds. 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: \$35,000.

FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED. VOTE: YES-5, NO-0.

\$14,000 OF THIS MONEY WILL BE SPENT ON A NEW PROGRAM TO RAISE HARWICH'S PROFILE IN THE TOURISM SPACE AND SHOULD MORE THAN REPAY ITSELF THROUGH INCREASED MEALS AND ROOMS TAXES GENERATED BY INCREASED TOURIST VISITS TO THE TOWN.

MOTION: (Albert Patterson-Chairman, Finance Committee) I move that this article be accepted and adopted and that the sum of \$35,000 be transferred from Free Cash for this purpose. Duly seconded

ACTION: The motion carried.

CHASE AND HARWICH PORT LIBRARIES

ARTICLE 35 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.

Explanation: Chase Library and Harwich port Library are free, publicly supported libraries. Town funds have been appropriated either through the general budget of by articles since 1911 (Chase) and 1926 (Harwich Port). These funds are essential for continued operation and for the customary State reimbursements.

FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED. VOTE: YES-5, NO-1.

MOTION: (Albert Patterson-Chairman, Finance Committee) I move that

this article be accepted and adopted and that the sum of \$20,000 be transferred from Free Cash for this purpose. Duly seconded

ACTION: The motion carried.

At this time the quorum had been questioned, tellers had been appointed and a standing count was taken with 153 registered voters that were in attendance at this point in the meeting.

**RECONSTRUCTION OF SKINEQUIT ROAD
THROUGH PRIVATE ROAD BETTERMENT**

ARTICLE 36 To see if the Town will vote to raise and appropriate, transfer from available funds or borrow a sufficient sum of money to repair Skinequit Road in Harwich, subject to repayment through the use of a private way betterment assessment program, and to act fully thereon. By request of the Board of Selectmen. Estimated cost: \$ 172,000.

FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED. VOTE: YES-7, NO-0.

THIS IS HOW THE TOWN FUNDS MANY BETTERMENTS. THE COST OF THIS PROJECT WILL BE BORNE BY THE PROPERTIES ALONG SKINEQUIT ROAD TO BE PAID BACK, WITH INTEREST, OVER 10 YEARS.

MOTION: (Albert Patterson-Chairman, Finance Committee) I move that \$ 172,000 is appropriated to repair Skinequit 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 \$ 172,000 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.

**RESCIND VOTE TAKEN ON ARTICLE 21 OF THE
MAY 7, 2012 ANNUAL TOWN MEETING**

ARTICLE 37 To see if the Town will vote to rescind the authorization for the Board of Selectmen to file a home rule petition with the General Court as set forth in Article 21 of the Town of Harwich Annual Meeting Warrant of the Town Meeting held May 7, 2012 regarding health insurance for elected officials, and to act fully thereon. By Petition.

Explanation: Article 21 was passed at the 2012 Annual Town Meeting at a time with less than a quorum in attendance. In recent elections finding candidates to run for office has become increasingly difficult. Such an important issue which will provide an additional disincentive to run for local elective office by working people in our town should be considered when an appropriate quorum is present.

FINANCE COMMITTEE RECOMMENDS THAT THIS ARTICLE BE INDEFINITELY POSTPONED. VOTE: YES-5, NO-2.

THE FINANCE COMMITTEE MAJORITY BELIEVES THAT THERE ARE MORE APPROPRIATE WAYS TO COMPENSATE PAID ELECTED OFFICIALS AND THAT THE WAY SOUGHT BY PETITIONERS IS NOT SUSTAINABLE. THERE IS NO CLAIMABLE ISSUE OF QUORUM AS DESCRIBED BY PETITIONER.

The Moderator, Michael D. Ford, Esq. stepped down; William D. Crowell, Esq. was appointed as the acting Moderator for this article.

MOTION: (Robert Weisner) I move that this article be accepted and adopted.
Duly seconded

A motion was made and seconded to terminate debate, this required a $\frac{3}{4}$ majority vote to pass, and the Moderator ruled it did receive the necessary $\frac{3}{4}$ majority vote to terminate debate.

ACTION: This motion did not carry.

At this time seven (7) people requested a standing count to be taken on this vote. The count was YES 30 NO 98, the motion did not carry.

HOME RULE CHARTER AMENDMENTS-CHAPTER 9

FINANCIAL PROVISIONS- § 2

FINANCIAL PROVISIONS- § 3

ARTICLE 38 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 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 on the bill before enactment by the General Court; and provided further that the Board of Selectmen is hereby authorized to provide amendments which shall be within the scope of the general public objectives to this petition, and to act fully thereon:

An Act Relative to the Charter of the Town of Harwich

9-2-3 Replace “on or before the first Friday in November of each year” with “on or before the first Friday of December of each year”.

9-2-4 Replace “on or before the second Tuesday in January” with “on or before the second Tuesday of February”.

9-3-2 Replace “on or before the first Tuesday in March of each year” with “on or before the fourth Tuesday of February of each year”.

By request of the Board of Selectmen

Explanation: *Currently, the preparation of the budget is hindered by the lack of available critical information on the same timing as required by the Charter. This change will correct that situation and will result in a more accurate budget process.*

FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED. VOTE: YES-5, NO-0.

MOTION: **(Albert Patterson-Chairman, Finance Committee** I move that this article be accepted and adopted. Duly seconded

ACTION: It was a unanimous vote, so declared.

AMEND TOWN BY-LAW CHAPTER 271 § 1-A

ARTICLE 39 To see if the Town will vote to amend the Town General By-law Chapter 271 by deleting the existing § 271-1, “Submission of Articles”, Subsection A with a new section as follows:

DELETE “A. All articles to be inserted in the May Town Meeting shall be submitted, in final form, in writing to the Selectmen no later than 4:00 P.M. on the second Friday in January previous to the meeting. All articles for a Special Town Meeting shall be presented as aforesaid at least 40 days before the Special Town Meeting.”

AND REPLACE WITH “A. All articles to be inserted in the May Town Meeting shall be submitted in final form, in writing to the Selectmen no later than 12:00 P.M. on the second Friday in February. All articles for a Special Town Meeting shall be presented as aforesaid at least 40 days before the Special Town Meeting.”

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

FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED. VOTE: YES-5, NO-0.

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

ACTION: It was a unanimous vote, so declared.

LONG TERM SOLID WASTE DISPOSAL CONTRACTS

ARTICLE 40 To see if the Town will vote to authorize the Board of Selectmen to enter into a contract for the disposal of the Town's solid waste for a period not to exceed twenty (20) years commencing on January 1, 2015, on such terms and conditions as the Board of Selectmen deem to be in the best interests of the Town, which contract may include a provision that the Town shall not be exempt from liability for the payment of contract sums in the future fiscal years, and to act fully thereon. By request of the Board of Selectmen.

FINANCE COMMITTEE HAS NO RECOMMENDATION PENDING FURTHER INFORMATION. VOTE: YES-5, NO-0.

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

ACTION: The motion carried.

DEPARTMENTAL REVOLVING FUNDS AUTHORIZATION

ARTICLE 41 To see if the Town will vote to authorize revolving funds for certain town departments under M.G.L. Ch. 44, § 53E ½ for the fiscal year beginning July 1, 2013; and further to rescind the "Golf Pro Shop Revolving Fund" M.G.L. Ch. 44 § 53D and transfer any balance as of 6/30/2013 into the new MGL Ch. 44, § 53E ½ "Golf Pro Shop Revolving Fund", and to act fully thereon. By request of the Board of Selectmen

<u>Revolving Fund</u>	<u>Authorize to Spend Fund</u>	<u>Revenue Source</u>	<u>Use of Fund</u>	<u>FY 14 Spending Limit</u>	<u>Disposition of FY13 fund balance</u>
Golf	Director & Golf Committee	Golf Lessons and Pro Shop Sales	Pro Shop expenses and lessons instructor	\$150,000	Available for expenditure
Council on Aging	Director & Council on Aging	Fees from health, recreation, nutrition and education programs	health, recreation, nutrition and education programs	\$100,000	Available for expenditure
Cemetery	Administrator & Cemetery Commission	90% of Lot Sales, 100 % of all Cemetery Services and Fees	Maintenance of town cemeteries	\$50,000	Available for expenditure
Community Center	Director & Facilities Committee	Fees from use of the weight room	Equipment of weight room	\$50,000	Available for expenditure
Recreation	Director & Rec & Youth Commission	Fees from recreation and youth programs	Recreation and youth programs	\$80,000	Available for expenditure

Explanation:

Section 53E ½. Notwithstanding the provisions of section fifty-three, a .. town may annually authorize the use of one or more revolving funds by one or more municipal agency, board, department or office which shall be accounted for separately from all other monies in such .. town and to which shall be credited only the departmental receipts received in connection with the programs supported by such revolving fund. Expenditures may be made from such revolving fund without further appropriation...

A revolving fund established under the provisions of this section shall be by vote of the annual town meeting in a town, upon recommendation of the board of selectmen,... and in town by vote of the legislative body upon the recommendation of the chief administrative or executive officer. Such authorization shall be made annually prior to each respective fiscal year; provided, however, that each authorization for a revolving fund shall specify: (1) the programs and purposes for which the revolving fund may be expended; (2) the departmental receipts which shall be credited to the revolving fund; (3) the board, department or officer authorized to expend from such fund; (4) a limit on the total amount which may be expended from such fund in the ensuing fiscal year;

The current 53D Golf Revolving Fund requires the Town Accountant to sweep the balance except for \$10,000 at end of fiscal year. This article proposes to convert the Golf Revolving to a 53E and ½ and re-authorizes the existing Revolving Accounts.

FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED. VOTE: YES-5, NO-0.

MOTION: (Albert Patterson-Chairman, Finance Committee) I move that this article be accepted and adopted and that the Golf, Council on Aging, Cemetery, Community Center and Recreation Revolving funds be re-authorized for FY14.
Duly seconded

ACTION: The motion carried.

APPROVAL OF EXPENDITURE FROM
GOLF CAPITAL IMPROVEMENT RECEIPTS RESERVE FUND

ARTICLE 42 To see if the Town will vote to authorize the transfer of a sum of money from the "Golf Capital Improvement Receipts Reserve Fund for architectural planning to build a new shared cart barn and maintenance building and to act fully thereon. By request of the Golf Committee, Golf Director, Finance Committee and the Board of Selectmen. Estimated cost: \$30,000

FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED IN THE AMOUNT OF \$30,000. VOTE: YES-5, NO-0.

MOTION: (Albert Patterson-Chairman, Finance Committee) I move that this article be accepted and adopted and that the Town transfer \$30,000 from Golf Capital Improvements Receipts Reserve Fund for architectural planning to build a new shared cart barn and maintenance building.

Duly seconded

ACTION: The motion carried.

EXPAND WATERWAYS CAPITAL IMPROVEMENT
RECEIPTS RESERVE FUND

ARTICLE 43 To see if the Town will vote to amend its vote under Article 17 of the May 8, 2012 Annual Town Meeting to expand the uses of the Waterways Capital Improvement Receipts Reserve Fund to include principal and interest payments related to Waterways debt, and to act fully thereon. By request of the Waterways Committee and the Harbormaster.

FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED. VOTE: YES-5, NO-0.

MOTION: (Albert Patterson-Chairman, Finance Committee) I move that this article be accepted and adopted.

Duly seconded

ACTION: The motion carried.

EXPAND GOLF CAPITAL IMPROVEMENT RECEIPTS RESERVE FUND

ARTICLE 44 To see if the Town will vote to amend its vote under Article 16 of the May 8, 2012 Annual Town Meeting to expand the uses of the Golf Capital Improvement Receipts Reserve Fund to include principal and interest payments related to Golf debt, and to act fully thereon. By request of the Golf Committee.

FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED. VOTE: YES-5, NO-0.

MOTION: (Albert Patterson-Chairman, Finance Committee) I move that this article be accepted and adopted.

Duly seconded

ACTION: It was a unanimous vote, so declared.

FUNDING FOR TOWN CAPITAL STABILIZATION FUND

ARTICLE 45 To see if the Town will vote to raise and appropriate a sufficient sum of money for the purpose of funding the Town Capital Stabilization Fund for the Fiscal year beginning July 1, 2013 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 M.G.L. Ch. 59,

§ 21C(g) (Proposition 2 1/2) the amount required to pay for the expenditure authorized by this vote, and to act fully thereon. By request of Selectman Ed McManus. Estimated cost: \$100,000

FINANCE COMMITTEE RECOMMENDS THAT THIS ARTICLE BE INDEFINITELY POSTPONED. VOTE: YES-5, NO-0.

WHILE THE OVERALL CONCEPT OF A FUND TO HELP THE TOWN BETTER MAINTAIN ITS ASSETS IS SOUND, THIS PROPOSED IMPLEMENTATION OF THAT CONCEPT IS INCOMPLETELY DEFINED IN TERMS OF THE CLASSES OF PROJECTS THAT WOULD BE PAID FOR FROM IT. PERMANENTLY RAISING TAXES EVEN FURTHER AND BEYOND PROPOSITION 2 ½ LIMITS FOR WHAT ARE BASICALLY OPERATING EXPENSES IS NOT THE BEST CHOICE. OTHER FUNDING SOURCES WOULD BE MORE APPROPRIATE AND CLEARER DEFINITIONS OF WHAT EXACTLY FUNDS WOULD BE USED FOR IS NEEDED.

MOTION: (Linda A. Cebula-Chairman, Board of Selectmen) I move that this article be accepted and adopted and that the sum of \$100,000 be raised and appropriated for the purpose of funding the Capital Stabilization Fund created pursuant to Article 33 of the 2006 Annual Town Meeting for the replacement of vehicles and equipment, capital improvement and maintenance projects; 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(g) (Proposition 2 ½) the amount required to pay for the expenditure authorized by this vote in Fiscal Year 2014.

Duly seconded

ACTION: This motion required a 2/3 majority vote to pass, it was ruled not to have received the necessary 2/3 vote, this motion did not carry.

At 10:30 on Monday, May 6, 2013 a motion was made and seconded to adjourn the Annual Town Meeting until 7:00pm on Tuesday May 7, 2013.

On Tuesday, May 7, 2013, the Moderator, Michael D. Ford, Esq. called the Annual Town Meeting to order at 7:00pm and at 7:10pm after a quorum of 150 voters had been reached, having 205 registered voters in attendance, and the Annual Town Meeting was opened and began with:

CREATE AND FUND TRUST FUND FOR
POST EMPLOYMENT BENEFITS

ARTICLE 46 To see if the Town will vote to accept the provisions of Ch. 32 B § 20 of the Massachusetts General Laws for the purpose of establishing an other Post-Employment Benefits (OPEB) Trust Fund, and to act fully thereon. By request of the Board of Selectmen. Estimated cost: \$_____

FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED. VOTE: YES-5, NO-0.

MOTION: (Albert Patterson-Chairman, Finance Committee) I move that this article be accepted and adopted. Duly accepted

ACTION: The motion carried.

TRANSFER CARE AND CUSTODY OF THE ALBRO HOUSE FROM
THE COUNCIL ON AGING TO THE BOARD OF SELECTMEN

ARTICLE 47 To see if the Town will vote to transfer the care and custody of the Albro House from the jurisdiction of the Council on Aging to the jurisdiction of the Board of Selectmen for municipal purposes, and to act fully thereon. By request of the Council on Aging and the Board of Selectmen.

FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED. VOTE: YES-5, NO-0.

THE FINANCE COMMITTEE ENCOURAGES ALL ELEMENTS OF TOWN GOVERNMENT TO ANALYZE THE MOST PRODUCTIVE AND EFFICIENT USE OF THE TOWN'S REAL ESTATE ASSETS.

MOTION: (Albert Patterson-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

At 7:15 a motion was made and seconded to consider Articles 48 and 49 after Article 63 of the Annual Town Meeting Warrant. The vote required A 3/4 majority vote to pass, it was a unanimous vote, so declared. The meeting continued:

SALE OF LAND – 172/178 QUEEN ANNE ROAD

ARTICLE 50 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

FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED. VOTE: YES-5, NO-0.

ALL ELEMENTS OF TOWN GOVERNMENT ARE ENCOURAGED TO OPTIMIZE USE OF REAL ESTATE AND OTHER ASSETS, INCLUDING DISPOSAL OF SAME. SALE OF THESE PROPERTIES WILL ALSO PUT THEM BACK ON THE TAX ROLLS THEREBY ADDING TO THE TOWN'S REVENUE

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

AMEND THE MAIN MOTION: (Jonathan Idman-Finance Committee) I move to add “with the proceeds of such sale or lease to fund the Town’s Capital Stabilization Fund “. Duly seconded

ACTION: A standing count was taken, YES 73 NO 67, the amendment carried.

ACTION ON MAIN MOTION AS AMENDED: This is an interest in land it required a 2/3 majority vote to pass, a standing count was taken, YES 86 NO 78. It did not receive the necessary 2/3 vote, the article failed.



PLEASANT BAY RESOURCE MANAGEMENT PLAN UPDATE

ARTICLE 51 To see if the Town will vote to adopt the 2013 Pleasant Bay Resource Management Plan Update developed in accordance with the Pleasant Bay Resource Management Plan adopted by the Town in 1998 and updated in 2003 and 2008, and the Intermunicipal Agreement with the Towns of Orleans, Chatham and Brewster, originally authorized by the Town in 1998 and re-authorized in 2003 and 2008; and to authorize the Board of Selectmen to enter into a successor Inter-municipal Agreement, as amended by the Board of Selectmen, with one or more of the aforementioned towns for the purpose of continuing the Pleasant Bay Resource Management Alliance to implement the plan and plan updates, and to act fully thereon. By request of the Board of Selectmen.

Explanation:

The Pleasant Bay Resource Management Plan 2013 Update describes management issues and provides recommendations for coordinated management activity within the Pleasant Bay Area of Critical Environmental Concern (ACEC) and watershed over the coming five years. The purpose of the management plan is to promote the natural resource health and public enjoyment of Pleasant Bay. The management plan is updated every five years by the Pleasant Bay Alliance, an organization formed by an inter-municipal agreement between Brewster, Orleans, Chatham and Harwich. Town Meeting in each town is being asked to adopt the 2013 Update and renew the Memorandum of Agreement forming the Alliance.

The 2013 Update contains more than 100 recommendations in the areas of Biodiversity and Habitat Protection, Wetlands Protection, Fisheries Management, Watershed Planning, Coastal Processes and Coastal Structures, Navigation Safety, Public Access and Historic Resources. The Update was developed over the past year by the Alliance with input from local and regional resource managers and interested citizens. A public hearing was held in March.

The 2013 Update is available on the home page of the Pleasant Bay Alliance website, www.pleasantbay.org. Resource Management priorities include:

1. Continuing to Facilitate Watershed-based Collaboration to Address Nitrogen Loading

Encourage the four watershed towns to make progress in developing and implementing nutrient management plans and promote watershed-based collaboration to achieve total nitrogen Total Maximum Daily Loads (TMDLs). Stormwater management, smart growth, and fertilizer controls will be areas of focus.

2. Developing Guidelines for Permitting Erosion Control Structures

Develop performance standards and design criteria for erosion control structures in the study area to guide local and state permitting. In-depth study of system-wide coastal processes and tide data will continue.

3. Promoting Strengthening of Wetland Protections

Continue to work to strengthen local wetlands protection regulations and review procedures by recommending modifications to local conservation regulations and bylaws. Pursue or support opportunities for wetlands restoration, such as at Muddy Creek and Frost Fish Creek.

4. Developing Best Management Practices to Protect Biodiversity

Develop best management practices designed to manage invasive species and promote habitat and resource protection. Investigate, monitor and improve opportunities for diadromous fish passage.

5. Continuing Resource Monitoring Programs and Research

Continue to monitor water quality, tide data, salt marsh and eelgrass health, and aerial photography for management support and regulatory compliance. Rely on rigorous technical analyses to discern significant trends.

6. Continuing to Build Stewardship through Public Education

Continue to develop stewardship by sharing research, data and information regarding resource conditions and trends.

FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED. VOTE: YES-5, NO-0.

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

ACTION: It was a unanimous vote, so declared.

MEDICAL MARIJUANA MORATORIUM

ARTICLE 52 To see if the Town will vote to amend the Town's Zoning Bylaw by adding the following new "ARTICLE XXII", entitled "TEMPORARY MORATORIUM ON MEDICAL MARIJUANA TREATMENT CENTERS" and to amend the Code of the Town of Harwich as required:

§ 325-134 Purpose

WHEREAS, by vote at the state election on November 6, 2012, the voters of the Commonwealth approved a referendum question that created a law regulating the cultivation, distribution, possession and use of marijuana for medical purposes;

WHEREAS, the law will be effective on January 1, 2013;

WHEREAS, the law requires the State Department of Public Health to issue regulations regarding implementation of the law within 120 days of January 1, 2013;

WHEREAS, the Town's Zoning Bylaw does not expressly allow a medical marijuana treatment facility use;

WHEREAS, the regulations to be promulgated by the State Department of Public Health are expected to provide guidance and further regulation regarding the siting of medical marijuana treatment centers;

WHEREAS, the regulation and siting of medical marijuana treatment centers raises novel and complex legal and planning and public safety issues;

WHEREAS, the Town needs time to study and consider the regulation and siting of medical marijuana treatment centers so as to address such novel and complex issues;

WHEREAS, the Town needs time to address the potential impacts of the law and the impending state regulations on local zoning requirements;

WHEREAS, the Town needs time to undertake a planning process to consider potential amendment of the Town's Zoning Bylaw regarding the siting of medical marijuana treatment centers and other uses related to the regulation of medical marijuana; and

WHEREAS, the Town intends to adopt a temporary moratorium on the use of land and structures in the Town for the siting of medical marijuana treatment centers, so as to allow the Town sufficient time to engage in a planning process to address the direct and secondary effects of siting such centers in the Town and to enact zoning amendments in a manner consistent with sound land use planning goals and objectives;

NOW THEREFORE, the Town hereby adopts the following temporary moratorium on the use of land or structures for the siting of medical marijuana treatment centers in the Town.

§ 325-135 Temporary Moratorium

For the reasons set forth in the PURPOSE section above and notwithstanding any other provision in the Zoning Bylaw to the contrary, there shall be a temporary moratorium on the use of land or structures in the Town for the siting of one or more medical marijuana treatment centers through and including June 30, 2014.

During the moratorium period, the Town shall undertake a planning process to address the potential direct and secondary impacts of siting one or more medical marijuana treatment centers in the Town and shall review and consider the Department of Public Health regulations regarding the siting of such centers and related uses, and shall consider proposing the adoption of zoning amendments to address the potential direct and secondary impacts of siting one or more medical marijuana treatment centers and related uses in the Town.

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

FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED. VOTE: YES-5, NO-0.

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

There was no report from the Planning Board.

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

RESERVE FOR FUTURE APPROPRIATION AMOUNTS FROM FY 2013 COMMUNITY PRESERVATION FUND ESTIMATED ANNUAL REVENUES ARTICLE 53 To see if the Town will vote to reserve for future appropriations amounts from the FY 2014 Community Preservation Act 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 Act Fund FY 2012 Budgeted reserve; and to act fully thereon. By request of the Community Preservation Committee. Estimated cost: \$457,053.

FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED. VOTE: YES-5, NO-0.

THIS ANNUAL ARTICLE IS REQUIRED BY THE COMMUNITY PRESERVATION ACT.

MOTION: (Albert Patterson-Chairman, Finance Committee) I move that the Town transfer from FY 13 estimated revenue Community Preservation Fund the sum of \$152,351 for the Historic Reserve Fund, \$ 152,351 for the Open Space Reserve Fund and \$152,351 for the Community Housing Reserve Fund. Duly seconded

ACTION: The motion carried.

AFFORDABLE HOUSING DEVELOPMENT PROJECT

ARTICLE 54 To see if the Town will vote to transfer from Community Preservation Act Funds a sum of money to assist in the creation of 20 units of new affordable rental housing on property owned by the Harwich Ecumenical Council for the Homeless (HECH) at 93-97 Route 28, West Harwich; and that to meet this appropriation \$175,000 be transferred from Community Preservation Act Funds-Community Housing Reserve and \$280,000 be transferred from Community Preservation Act Funds-Budgeted Reserve; and to act fully thereon. Any funds left unspent from this Article are to be returned to the Community Preservation Act Funds-Community Housing Reserve and to the Community Preservation Act Funds-Budgeted Reserve in the same percentage as the funding of this article. By request of the Community Preservation Committee, the Harwich Ecumenical Council on Housing, the Harwich Housing Authority, and the Harwich Housing Committee. Estimated Cost: \$455,000

FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED. VOTE: YES-5, NO-0.

MOTION: (Albert Patterson-Chairman, Finance Committee) I move that this article be accepted and adopted and the sum of \$455,000 be appropriated for this purpose; and to meet this appropriation \$175,000 be transferred from the Community Preservation Fund, (Housing Reserve) and \$280,000 be transferred from CPA Fund- Budgeted Reserve. Duly seconded

ACTION: The motion carried.

At 8:17 pm on Tuesday, May 7, 2013 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
TUESDAY, MAY 7, 2013**

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 7, 2013 at 8:00 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 19th day of February, 2013

s/Linda A. Cebula, Chair

s/Larry G. Ballantine, Clerk

s/Edward J. McManus

s/ Angelo S. La Mantia

BOARD OF SELECTMEN

A true copy Attest:

s/David A. Robinson

Constable

April 9, 2013

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 7th day of May, 2013 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 Community Center 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 Tuesday, May 7, 2013 the Moderator, Michael D. Ford, Esq. called the meeting to order at 8:17 PM. The Town Clerk, Anita N. Doucette read the Warrant and Return of Warrant the Special Town Meeting the began with:

FUND NEW GENERATOR FOR THE FIRE DEPARTMENT

ARTICLE 1 To see if the town will vote to raise and appropriate, transfer from available funds or borrow a sufficient sum of money to purchase and equip one new generator and all costs incidental for Fire Station One and 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. Ch. 59 §21C 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 \$102,000.00

FINANCE COMMITTEE HAS NO RECOMMENDATION PENDING FURTHER INFORMATION TO BE PROVIDED AT OR PRIOR TO THE ANNUAL TOWN MEETING. VOTE: YES-5, NO-0.

MOTION: (Albert Patterson-Chairman, Finance Committee) I move that this article be accepted and adopted and the sum of \$102,000 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 2014.

Duly seconded

ACTION: The motion carried.

REPLENISH POLICE AND FIRE TRUST FUND ACCOUNT

ARTICLE 2 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 2013 and to act fully thereon. By request of the Board of Selectmen.
Estimated cost: \$20,000

FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED. VOTE: YES-5, NO-0.

MOTION: (Albert Patterson-Chairman, Finance Committee) I move that this article be accepted and adopted and the sum of \$20,000 be transferred from Free Cash for this purpose.

Duly seconded

ACTION: It was a unanimous vote, so declared

EXECUTE PERMANENT NSTAR EASEMENT FOR
NEW MONOMOY HIGH SCHOOL

ARTICLE 3 To see if the Town will vote to authorize the Board of Selectmen to grant a permanent electric easement to NStar Electric Company to install poles, transformer pad, and other related equipment on portions of the property located at 81 Oak Street, Harwich, and described in a deed recorded with the Barnstable Registry of Deeds in Book 869, Page 149, to serve the new Monomoy Regional High School to be constructed thereon, and to act fully thereon. By request of the Board of Selectmen.

FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED. VOTE: YES-5, NO-0.

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

ACTION: It was a unanimous vote, so declared.

AMERICANS WITH DISABILITIES ACCESS

ARTICLE 4 To see if the Town will vote to raise and appropriate, borrow and /or transfer a sum of money to meet ADA compliance with improved access on the Community Center walkway around the multi-purpose ballfields and installing handicap access sidewalk ramps on Main Street at Oak and Bank Street intersections and to act fully thereon. By request of the Board of Selectmen. Estimated cost \$12,000.

FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED. VOTE: YES-5, NO-0.

MOTION: (Albert Patterson-Chairman, Finance Committee) I move that this article be accepted and adopted and the sum of \$12,000 be transferred from Free Cash for this purpose.

Duly seconded

ACTION: The motion carried.

FUND PURCHASE OF LAND FOR OPEN SPACE PURPOSES

ARTICLE 5. 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 6.5 acres, more or less, [together with a right of way over Bald Hill Road] in Harwich, Massachusetts together with all rights and easements and subject to rights and

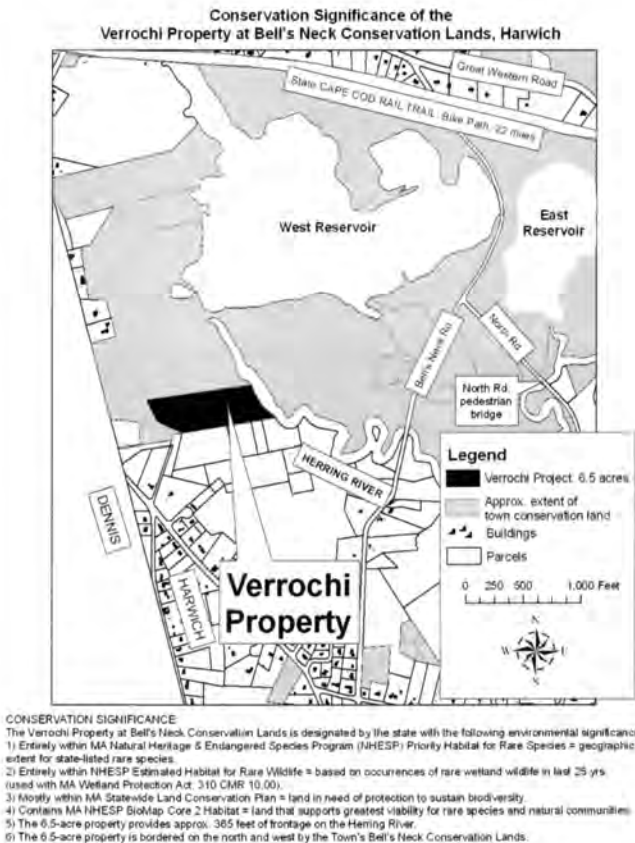
easements of record, which is identified on Assessor's Map 27, Lot E-1. The parcel is described in a deed recorded in Book 1022, Page 199 and, further, to appropriate a sum of money from the Community Preservation Act Funds - Open Space Reserve for said acquisition, appraisals, and closing costs, including 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: \$400,000

FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED. VOTE: YES-5, NO-0.

MOTION: (Albert Patterson-Chairman, Finance Committee) I move that this article be accepted and adopted and the sum of \$400,000 be appropriated for this purpose; and to meet this appropriation \$400,000 be transferred from the CPA Open Space Reserve, and allowed uses to include passive recreation, walking trails and associated parking.

Duly seconded

ACTION: It was a unanimous vote, so declared.



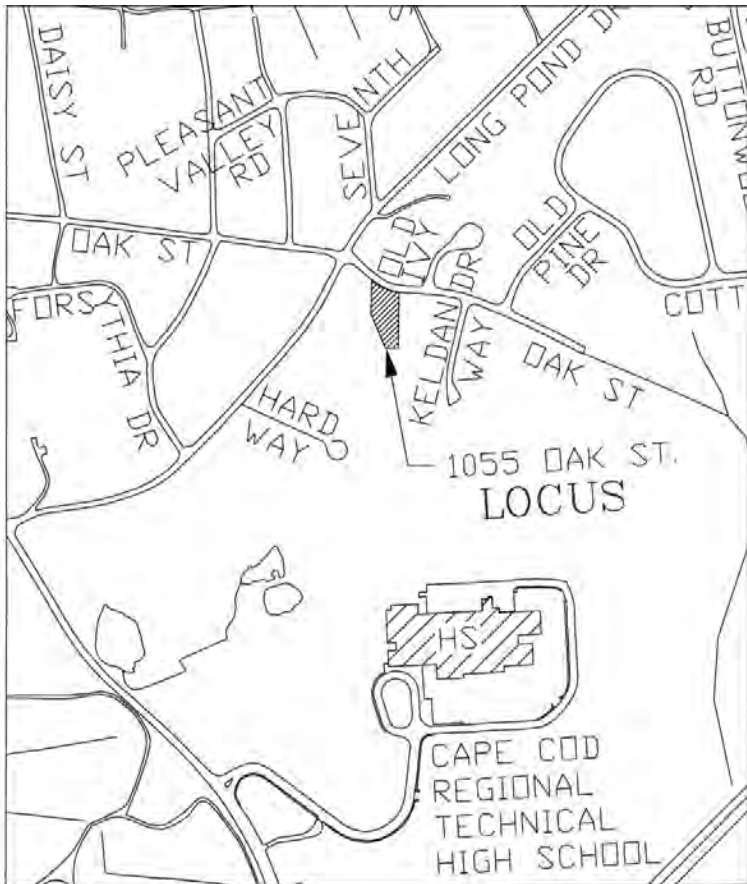
APPROPRIATE FUNDS FOR CERTAIN LAND TAKING

ARTICLE 6 To see if the Town will vote to raise and appropriate a sufficient sum of money and authorize the Selectmen to take by eminent domain the below described parcel of real estate for the purpose of confirming the Town's title to said parcel. Said parcel is already owned by the Town through tax title proceedings.

16,569 +- Square Feet on 1055 Oak Street, Harwich, as described in a deed recorded at the Barnstable County Registry of Deeds in Book 7664, Page 116, also shown as lot 21 on plan Book 244 Page 131 and shown on Harwich Assessor's Map 92 as Parcel H2-21.

And the Selectmen be authorized to take said land or interest therein on such terms and conditions and with such limitations as they deem appropriate the Town's interest and to raise and appropriate a sufficient sum of money for this purpose, and to act fully thereon.
By request of the Board of Selectmen.

FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED. VOTE: YES-5, NO-0.



MOTION: (Albert Patterson-Chairman, Finance Committee) I move that this article be accepted and adopted and that there is no appropriation for this purpose.
Duly seconded

ACTION: It was a unanimous vote, so declared.

SUPPLEMENT SNOW AND ICE BUDGET

ARTICLE 7 To see if the town will vote to transfer a sum of money to supplement the Fiscal Year 2013 Snow and ice Budget, and to act fully thereon. By request of the Board of Selectmen. Estimated cost: \$158,000

FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED. VOTE: YES-5, NO-0.

THIS IS A CUSTOMARY ACTION WHEN THE TOWN HAS SIGNIFICANT SNOW REMOVAL OPERATIONS AS WAS THE CASE THIS YEAR, AND WHEN THE FINCOM RESERVE FUND DOES NOT HAVE SUFFICIENT FUNDS.

MOTION: (Albert Patterson-Chairman, Finance Committee) I move that this article be accepted and adopted and the sum of \$158,000 be transferred from Free Cash for this purpose. Duly seconded

ACTION: It was a unanimous vote, so declared.

FUND OR LEASE TELECOMMUNICATIONS TOWER

ARTICLE 8 To see if the Town will vote to authorize the Board of Selectmen to lease a portion or portions of the property located at 196 Chatham Rd. shown on Assessors Map 33 as lots 3 and 5 and described in an instrument recorded with the Barnstable Registry of Deeds in Book 10319 Page 257, for telecommunications purposes, on such terms and conditions and for such consideration as the Board of Selectmen shall determine to be appropriate, such lease to be for a term of up to twenty (20) years, and further grant such access and utility easements on said property as the Board of Selectmen deems appropriate to serve the Telecommunications tower and other facilities installed pursuant to said lease; and to act fully thereon. By request of the Harwich Board of Water Commissioners and the Superintendent. Estimated cost: \$ 0

Explanation: With the installation of this facility it will allow the Harwich Water Department and the Town the ability to generate approximately \$60,000 per year split equally between the Water Department and the Town. Water revenues are to be used to pay for water department infrastructure repairs, as determined by the Board of Water Commissions. Town revenues are to be used for routine maintenance expenses. The Board of Water Commissioner will oversee all aspects of the lease for the next 20 years

FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED. VOTE: YES-5, NO-0.

THIS IS A WAY TO HELP KEEP WATER RATES DOWN AND MAINTAIN THE TOWN'S WATER INFRASTRUCTURE.

MOTION: (Albert Patterson-Chairman, Finance Committee) I move to transfer the care, custody and control of the property described below from the Board of Selectmen or other board or officer currently having custody thereof for the purpose for which said property is currently held to the Board of Water Commissioners for the purposes for which it is currently held and to the Board of Selectmen for the purpose of leasing, and authorize the Board of Selectmen to lease a portion or portions of the property located at 196 Chatham Rd. shown on Assessors Map 33 as lot L3 and described in an instrument recorded with the Barnstable Registry of Deeds in Book 10319 Page 257, for telecommunications purposes, on such terms and conditions and for such consideration as the Board of Selectmen shall determine to be appropriate, such lease to be for a term of up to twenty (20) years, and grant such access and utility easements on said property as the Board of Selectmen deems appropriate to serve the telecommunications tower and other facilities installed pursuant to said lease, and further, if applicable, authorize the Board of Selectmen to submit a petition to the General Court seeking authorization for said transfer and lease.

Duly seconded

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

PURCHASE OR LEASE NEW DUMP TRUCK
FOR THE WATER DEPARTMENT

ARTICLE 9 To see if the Town will vote to raise and appropriate, or transfer from available funds, a sufficient sum of money to purchase and/or lease a 2014 Peterbilt, Model 337 dump truck and to authorize the Board of Water Commissioners to enter into a lease/purchase agreement for a period of up to three years, and to act fully thereon. This is a 3-year lease of \$22,616 per year for three years. These funds will be generated by water rates. By request of the Harwich Board of Water Commissioners and the Superintendent. Estimated cost: \$67,848

Explanation: In 2009 the Water Department purchased a 2009 Ford 750 Dump Truck through a government contract. This truck came with a CAT engine. This Truck has been in for repairs 8 times for what the service center claims to be several different reasons. However, it all has to do with the CAT Engine. They told us that the next time we brought in this truck we would be looking at paying a \$20,000 dollar repair bill. With the advice of the Town Mechanic and the Highway Director we have been advised to

trade the vehicle on a new Peterbilt Dump Truck. Our present Ford 750 has spent more time out of service than what we have used it. By request of the Board of Water Commissioners and Superintendent

FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED. VOTE: YES-3, NO-2.

MOTION: (Albert Patterson-Chairman, Finance Committee) I move that this article be accepted and adopted and the sum of \$ 67,848 be transferred from the Water Enterprise Fund retained earnings for this lease.

Duly seconded

ACTION: It was a unanimous vote, so declared.

**FUND REPAIRS AND PAINTING OF
LOTHROP AVENUE WATER STORAGE TANK**

ARTICLE 10 To see if the Town will vote to raise and appropriate, or transfer from available funds and/or borrow a sufficient sum of money to fund the needed structural repairs and interior and exterior painting of the 1.0MG Lothrop Avenue water storage tank, and to act fully thereon. By request of the Harwich Board of Water Commissioners and the Superintendent. Estimated cost: \$1,600,000

Explanation: The average life expectancy for paint on a water storage tank on Cape Cod is approximately 12 to 14 years. A partial rehab to the Lothrop Avenue tank was done in 1998 and a full rehab was done in 1995, which included interior and exterior painting. Extensive inspection of the Lothrop Avenue tank in 2012 revealed structural deficiencies that need to be addressed. The spider legged tanks are the most expensive type of tank to maintain because of all the rigging that must be done to complete this type of project. To replace the Lothrop Avenue tank with a tank of similar size, and one that would be much cheaper to maintain, would cost approximately \$4,500,000.00.

FINANCE COMMITTEE HAS NO RECOMMENDATION PENDING FURTHER INFORMATION AT OR BEFORE THE ANNUAL TOWN MEETING. THE CAPITAL OUTLAY COMMITTEE WILL BE VOTING ON SEVERAL AMENDMENTS TO THE CAPITAL PLAN IN COMING WEEKS INCLUDING THIS ONE. VOTE: YES-6, NO-1.

MOTION: (Albert Patterson-Chairman, Finance Committee) I move that this article be accepted and adopted and the sum of \$ 1,600,000 be

appropriated from the Water Enterprise Fund retained earnings for this purpose.
Duly seconded

ACTION: It was a unanimous vote, so declared.

ACQUIRE LAND ON SHORE ROAD FOR A PUBLIC BEACH

ARTICLE 11 To see if the Town will vote to authorize and direct the Board of Selectmen to acquire by gift, by purchase, by eminent domain or otherwise, for recreation and public beach purposes, that portion of Beach Road running southerly from Shore Road to Nantucket Sound as shown on the Town of Harwich Assessor's Map 2; 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 execute any and all instruments as may be necessary on behalf of the Town, and to act fully thereon. By request of the Board of Selectmen.

FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED. VOTE: YES-5, NO-0.

The Moderator, Michael D. Ford, Esq. stepped down, William D. Crowell, Esq. was the acting Moderator on this article.

MOTION: (Thomas Phillips) I move that this article be accepted and adopted.
Duly seconded

This motion was withdrawn.

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

ACTION: This article was indefinitely postponed.

ACCESSORY APARTMENTS

ARTICLE 12 To see if the Town will vote to amend the Code of the Town of Harwich, Chapter 325 Zoning as set forth below and to act fully thereon. By request of the Planning Board.

Explanation: Standards for accessory apartments currently occur in three separate locations within the zoning by-law. These amendments combine all standards into one section under Special Permits. Specific changes include requirements for ownership and rental of units, septic systems, minimum lot size, entry location, and appearance of the property. A new provision is added to require a special permit for residential accessory buildings with bedrooms.

**FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE
ACCEPTED AND ADOPTED. VOTE: YES-4, NO-0, ABSTAIN-1.**

Underlined words indicate language proposed for insertion
~~*Italicized Words with Strike Through*~~ indicate
language proposed for deletion

Revise ARTICLE II, Section 325-2, Definitions – DWELLING, ONE-FAMILY WITH ACCESSORY APARTMENT and 325 Attachment Tables 1 and 2. Delete ARTICLE IV, Section 325-7.B, and ARTICLE X, Sections 325-51.H and 325-51.I, Special Permits, in their entirety. Add new sections under ARTICLES V and X to read as follows:

ARTICLE II. Definitions. *[revised]*

~~*DWELLING, ONE FAMILY WITH ACCESSORY APARTMENT – An owner-occupied residential dwelling containing a principal dwelling unit, either attached or detached, one of which has a net floor area not exceeding ½ of the net floor area of the principal dwelling unit but in no event more than 900 square feet and includes not more than two (2) bedrooms, a kitchen, living room and bath which are separate from and not used in common with the principal dwelling. The principal dwelling and the detached accessory apartment must share a common septic system. For the purpose of this definition, such dwelling shall be deemed to be owner occupied if either dwelling unit is occupied by the property owner of record on a year-round basis, except for bona fide temporary absence during which the owner's unit is not rented.*~~

DWELLING, SINGLE-FAMILY WITH ACCESSORY APARTMENT – A single-family dwelling containing a principal dwelling unit and a separate accessory apartment, either attached or detached. The apartment shall contain a kitchen and bathroom which are separate from and not used in common with the principal dwelling unit.

ARTICLE V. Use Regulations *[new]*

325-14. Supplemental regulations.

Q. A residential accessory building that contains bedrooms is subject to special permit review pursuant to Section 325-51. Residential accessory buildings without bedrooms are not subject to special permit review.

325-51. Special permits.

H. Single-family Dwelling with Accessory Apartment

(1) Purpose. The intent of permitting accessory apartments is to:

- (a) Increase the number of small dwelling units available for rent in town;
- (b) Increase the range of choice of housing accommodations;
- (c) Encourage greater diversity of population with particular attention to young adults and senior citizens; and
- (d) Encourage a more economic and energy-efficient use of the Town's housing supply while maintaining the appearance and character of the town's single-family neighborhoods.

(2) Definitions.

- (a) "Owner" shall be one (1) or more individuals holding title to the property.

(3) Criteria for Special Permit Approval

Special permits for single-family dwellings with an accessory apartment, either attached or detached, may be granted upon determination by the Planning Board that the following criteria have been met:

- (a) Only one accessory apartment is permitted for each principal dwelling unit.
- (b) The accessory apartment may not be held in separate ownership from the principal use.
- (c) The owner must reside in either the principal dwelling unit or accessory apartment for at least a portion of the year. Only one of the principal dwelling unit or accessory apartment may be rented at any given time.
- (d) The accessory apartment shall have a net floor area not exceeding $\frac{1}{2}$ of the net floor area of the principal dwelling unit and not more than 900 square feet.
- (e) The accessory apartment shall have not more than two bedrooms.
- (f) At least one (1) off-street parking space shall be provided for the accessory dwelling unit.
- (g) The minimum lot area required for a parcel to be eligible for a special permit to allow an accessory apartment shall not be less than 15,000 square feet if the parcel is situated in an RH-1, CV, CH-1, MRL or MRL-1 District; 20,000 square feet if situated in

an RL, RM or RR District; and 40,000 square feet if situated in a Water Resource (WR) Overlay District.

- (h) The accessory apartment shall be designed so that, to the degree reasonably feasible, the appearance of the property remains that of a single family property with matching materials, colors, window styles and roof design for one structure, if the apartment is attached, or for both structures, if the apartment is detached.
 - (i) The principal dwelling unit and accessory apartment shall meet all wastewater treatment requirements for the combined number of bedrooms.
 - (j) The proposed use shall not create traffic hazards or volume greater than the capacity of the streets affected.
 - (k) The proposed use shall not exceed the building or site coverage for the zoning district.
 - (l) If an addition is to be built for the proposed use, the addition shall be set back from front, side and rear lot lines the distance required in the zoning district for new construction.
- (4) The applicant shall record with the Registry of Deeds for Barnstable County a certified copy of the Special Permit decision and commence the use allowed under the Special permit decision within two years of the Special Permit decision taking final effect or the rights and benefits under the Special Permit decision shall lapse.
- (5) Transfer of Ownership
- The provisions of the Special Permit may be transferred with ownership of the property provided the provisions of this section and all other provisions of the Zoning code of the Town of Harwich and the State Building Code are met and the Planning Department has approved a transfer for the Special Permit. The new owner also may request a Planning Board Certification for the accessory apartment. To obtain such certification, the owner shall submit a written request with a statement that the conditions at the time of the original Special Permit approval remain unchanged and with a certification of ownership. The Planning Board Certification shall be recorded at the Registry of Deeds.
- (6) A final determination that the owner failed to comply with these provisions or the termination of occupancy by the owner of the subject property shall be evidence that the rights and benefits conferred under the Special Permit were abandoned or otherwise surrendered and discontinued by the owner and all such rights and benefits shall lapse and the elements that make the accessory apartment a separate dwelling unit shall be removed from the

property within 90 days of said final determination, with the owner to comply with all requirements of the State Building Code in removing the elements.

Table 1 - Use Regulations [revised]

Use		R R	R L	R M	R H -1	R H -2	R H -3	C V	C H -1	C H -2	IL	M R L	MR L -1	WR
Paragraph I Residential Uses														
1a	Accessory building, residential <u>without</u> bedrooms	P	P	P	P	P	P	P	P	--	--	P	P	P
1b	Accessory building, residential <u>with</u> bedrooms	<u>S</u>	<u>S</u>	<u>S</u>	<u>S</u>	<u>S</u>	<u>S</u>	<u>S</u>	<u>S</u>	<u>--</u>	<u>--</u>	<u>S</u>	<u>S</u>	<u>S</u>
10	Single-family dwelling with accessory apartment (325-51H and I)	S	S	S	S	--	--	S	S	--	--	S	S	S

Table 2, Area Regulations [revised]

District	Use	Minimum Required				
		Lot Area (square feet)	Lot Frontage (contiguous feet)	Front (feet)	Side (feet)	Rear (feet)
WR	Dwelling, single-family with accessory apartment	60,000 40,000	Same as underlying district			

MOTION: (Albert Patterson-Chairman, Finance Committee) I move that this article be accepted and adopted as printed in the Warrant with the following recommended changes:

Section 325-51.H.(3)(c) as noted in the Warrant, shall be revised to read as follows:
Only one of the principal dwelling or accessory apartment may be rented at any given time.

Section 325-51.H.(4) as noted in the Warrant, shall be revised to read as follows:
The applicant shall record with the Registry of Deeds for Barnstable County a certified copy of the Special Permit decision and the special permit shall lapse if it is not so recorded and if it is not duly exercised within two years as provided for under G.L.c.40A, §9.

Section 325-51.H.(6) as noted in the Warrant, shall be revised to read as follows:
A final determination that the owner failed to comply with these provisions or the termination of occupancy by the owner of the subject property shall be

evidence that the rights and benefits conferred under the Special Permit were abandoned or otherwise surrendered and discontinued by the owner and all such rights and benefits shall lapse and the elements that make the accessory apartment a separate dwelling unit shall be removed from the property within 90 days of said final determination, with the owner to comply with all requirements of the State Building Code and Town Zoning in removing elements determined to be unpermitted.

Duly seconded

At this time the Matthew F. McCaffery read the report of the Planning Board as follows:

To: Board of Selectmen
From: Matthew F. McCaffery, Chair
Date: May 3, 2013

RE: *Planning Board Report on Special Town Meeting
Article Accessory Apartments (#12)*

At a duly scheduled and advertised Planning Board public meeting held on Tuesday April 9, 2013, members of the public and parties of interest gave testimony on the proposed article amendments.

Following public deliberation and Town interdepartmental reviews, the Planning Board voted unanimously in favor of forwarding the articles to the Board of Selectmen.

Following a further review of the Article#12 for Accessory Apartments by Town Counsel, the Planning Board, on Tuesday, April 23, 2013, at its regularly scheduled meeting, voted to amend the article as requested. A copy of the amended language is attached.

Article 12: Accessory Apartments

Italicized Words with Strikethrough indicate
language proposed for deletion.

325-51.H.(3)(c)

~~The owner must reside in either the principal dwelling or accessory apartment for at least a portion of the year.~~ Only one of the principal dwelling or accessory apartment may be rented at any given time.

325-51.H.(4)

The applicant shall record with the Registry of Deeds for Barnstable County a certified copy of the Special Permit decision and commence the use allowed under the Special Permit decision within two years of the Special Permit decision taking final effect or the rights and benefits under the Special Permit decision shall lapse the special permit shall lapse if it is not so recorded and if it is not duly exercised within two years as provided for under G.L.c.40A, §9.

325-51.H.(6)

A final determination that the owner failed to comply with these provisions or the termination of occupancy by the owner of the subject property shall be evidence that the rights and benefits conferred under the Special Permit were abandoned or otherwise surrendered and discontinued by the owner and all such rights and benefits shall lapse and the elements that make the accessory apartment a separate dwelling unit shall be removed from the property within 90 days of said final determination, with the owner to comply with all requirements of the State Building Code and Town Zoning in removing ~~the~~ elements determined to be unpermitted.

ACTION: This motion required a 2/3 majority vote to pass, a standing count was taken. YES 85 NO 36, the motion passed.

PANHANDLE LOTS AND SHAPE NUMBERS

ARTICLE 13 To see if the Town will vote to amend the Code of the Town of Harwich, Chapter 325 Zoning as set forth below and to act fully thereon. By request of the Planning Board.

FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED. VOTE: YES-5, NO-0.

Explanation: Panhandle lots are currently permitted in nearby Cape Cod towns such as Brewster, Chatham, Dennis and Orleans. They allow use of rear land with limited access that would otherwise require layout of new roads for adequate access. The intent of this by-law is to allow creation of a limited number of such lots while minimizing infrastructure costs. Standards for panhandle lots include minimum width and frontage, maximum length, adequacy of driveway design, and number of adjacent panhandle lots. A related action is replacement of lot circle requirements with a maximum shape number requirement. An attached illustration provides a clearer indication of how shape numbers are calculated.

Underlined words indicate language proposed for insertion
~~*Italicized Words with Strike Through*~~ indicate language
proposed for deletion

Amend Chapter 325 Zoning by adding two new definitions under Article II. Definitions and by amending and adding language to subsections A. and Q. of Section 325-18 Additional Regulations under Article VI. Area, Height and Bulk Regulations as set forth below:

ARTICLE II: Definitions

“LOT, PANHANDLE” means a lot approved by the Planning Board under the Subdivision Control Law that is designed to provide adequate access even though the lot has less than the required frontage on a public or private way. Standards for panhandle lots are provided in Section 325-18.Q.

“SHAPE NUMBER” – The numerical value resulting from division of the square of the perimeter of a lot by the area in square feet thereof.

ARTICLE VI: Area, Height and Bulk Regulations

Section 325-18. Additional Regulations

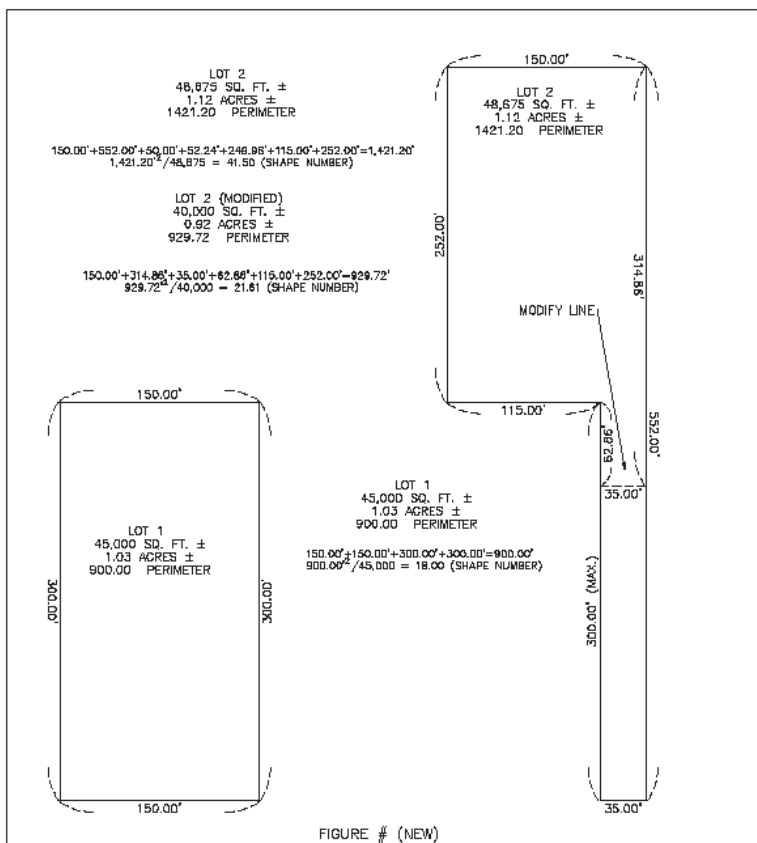
A. The required minimum width of any lot hereafter laid out or created, measured along the front yard setback line, shall not be less than 80% of the required minimum lot frontage. In order to comply with the minimum square foot requirement, any lot hereafter created for building purposes must be a closed plot of land having a definite area and perimeter and having a shape number not exceeding the numerical value of 22, except that a lot may have a shape number larger than 22 provided that the site intended for building, is contained within a portion of said lot, which said portion meets the zoning requirements of the area in which it is located and has a shape number not exceeding 22. The lot shape number shall be obtained by dividing the square of the lot perimeter (P), measured in feet, by the area of the lot (A), measured in square feet (i.e.: $P^2 \div A \leq 22$).

~~All lots hereafter created for building purposes shall be shaped so that they can contain either one circle of a diameter not less than the frontage requirement of the zoning district within which the lot is located or two circles tangent to each other, each of a diameter of not less than 70% of the frontage requirement of the zoning district within which the lot is located. In either case, one circle must be tangent to the lot frontage. The diameter of circles in cluster subdivision lots may be as small as the minimum allowable frontage for cluster lots.~~

Q. Panhandle lots may be approved by the Planning Board under the Subdivision Control Law provided that the following conditions are met:

- (1) Lot frontage and lot width within the panhandle portion shall be a minimum of 35 feet.

- (2) The length of the panhandle portion of a lot shall be a maximum of 300 feet.
- (3) Suitable access by a driveway to such lot is provided within the panhandle and, in the opinion of the Board, the access is wide enough and otherwise satisfactory for a driveway.
- (4) All panhandle lots shall meet the shape number requirements of Section 325-18.A.
- (5) No panhandle portion of any lot may be contiguous to another panhandle portion of a lot at the street line.



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

At this time Matthew F. MaCaffery read the report of the Planning Board as follows:

To: Board of Selectmen
From: Matthew F. McCaffery, Chair
Date: May 3, 2013

RE: *Planning Board Report on Special Town Meeting Article
Panhandle Lots and Shape Numbers (#13)*

At a duly scheduled and advertised Planning Board public meeting held on Tuesday April 9, 2013, members of the public and parties of interest gave testimony on the proposed article amendments.

Following public deliberation and Town interdepartmental reviews, the Planning Board voted unanimously in favor of forwarding the articles to the Board of Selectmen.

Article 13: Panhandle Lots and Shape Numbers

None

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

REPLACE BANKS STREET BOARDWALK

ARTICLE 14 To see if the Town will vote to raise and appropriate, transfer or borrow a sum of money to replace the Bank Street Beach Boardwalk and to act fully thereon. By request of the DPW Director. Estimated cost \$15,000.

**FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE
ACCEPTED AND ADOPTED. VOTE: YES-5, NO-0.**

MOTION: (Albert Patterson-Chairman, Finance Committee) I move that this article be accepted and adopted and the sum of \$ 15,000 be transferred from Free Cash for this purpose. Duly seconded

ACTION: The motion carried.

TRANSFER LAND IN NORTH HARWICH

ARTICLE 15 To see if the Town will vote to transfer the care, custody, management and control of the parcel of land described below, acquired by the Town through tax title and foreclosure proceedings, from the Town Treasurer/Collector for the purpose of sale to the Board of Selectmen for general municipal purposes or for the purpose of sale:

3.2 +/- acres on Main Street Extension, North Harwich, as described in a deed

recorded at the Barnstable County Registry of Deeds in Book 26617, Page 138 and shown on Harwich Assessor's Map 55 as Parcel G8

And to vote to appropriate and/or transfer from available funds a sufficient sum of money to pay back to the Town the taxes, interest and fees that were owed for said parcel to the time of Judgment by the Land Court, Book No. 26617, Page No.138 on August 24, 2012; and to act fully thereon. By request of the Town Treasurer/Collector. Estimated cost: \$107,357

FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED. VOTE: YES-5, NO-0.

MOTION: (Albert Patterson-Chairman, Finance Committee) I move that this article be accepted and adopted and the sum of \$107,357.33 be transferred from the Affordable Housing Fund for this purpose.

Duly seconded

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

At 9:30PM a motion was made and seconded to adjourn the Special Town Meeting and return to the Annual Town Meeting Beginning with:

HARWICH AFFORDABLE HOUSING BUY-DOWN PROGRAM

ARTICLE 55 To see if the Town will vote to transfer from Community Preservation Act Funds a sum of money for the funding of an Affordable Housing "Buy-Down" program; and that to meet this appropriation \$75,000 be transferred from Community Preservation Act Funds-Community Housing Reserve; and to act fully thereon. Any funds left unspent from this Article are to be returned to the Community Preservation Act Funds-Community Housing Reserve. By request of the Community Preservation Committee, the Harwich Housing Committee, and the Harwich Housing Authority. Estimated Cost: \$75,000

FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED. VOTE: YES-5, NO-0.

MOTION: (Albert Patterson-Chairman, Finance Committee) I move that this article be accepted and adopted and the sum of \$75,000 be appropriated for this purpose; and to meet this appropriation \$75,000 be transferred from the Community Preservation Fund, (Housing Reserve).

Duly seconded

ACTION: The motion carried.

CATALOG AND CONSERVE

BROOKS FAMILY/ROBERT G. DAVIS COLLECTION

ARTICLE 56 To see if the Town will vote to transfer from Community Preservation Act Funds a sum of money to perform archival processing and digital scanning and database creation of the Brooks Family/Robert G. Davis manuscript collection maintained by the Harwich Historical Society at the Brooks Academy; and that to meet this appropriation \$40,000 be transferred from Community Preservation Act Funds-Historic Reserve; and to act fully thereon. Any funds left unspent from this Article are to be returned to the Community Preservation Act Funds-Historic Reserve. By request of the Community Preservation Committee and Harwich Historical Society. Estimated Cost: \$ 40,000.

FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED. VOTE: YES-5, NO-0.

MOTION: (Albert Patterson-Chairman, Finance Committee) I move that this article be accepted and adopted and the sum of \$40,000 be transferred from the Community Preservation Fund (Historic Reserve), for this purpose.

Duly seconded

ACTION: It was a unanimous vote, so declared.

RESTORATION, PRESERVATION AND DIGITALIZATION OF HARWICH CEMETERY RECORDS

ARTICLE 57 To see if the Town will vote to transfer from Community Preservation Act Funds a sum of money for the restoration, preservation, and codification/digitization of certain cemetery records from the East Harwich Cemetery Corporation, South Harwich Records, South Harwich Treasurer Book, Pine Grove and Island Pond Cemetery from 1866 to present; and that to meet this appropriation \$11,000 be transferred from Community Preservation Act Funds-Historic Reserve; and to act fully thereon. Any funds left unspent from this Article are to be returned to the Community Preservation Act Funds-Historic Reserve. By request of the Community Preservation Committee, and Harwich Cemetery Department. Estimated Cost: \$11,000.

FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED. VOTE: YES-5, NO-0.

MOTION: (Albert Patterson-Chairman, Finance Committee) I move that this article be accepted and adopted and the sum of \$11,000 be transferred from the Community Preservation Fund (Historic Reserve), for this purpose.

Duly seconded

ACTION: It was a unanimous vote, so declared.

RESTORATION OF FLOORS AT HISTORIC CHASE LIBRARY

ARTICLE 58 To see if the Town will vote to transfer from Community Preservation Act Funds a sum of money to provide a grant for the Chase Library to repair, perform preparation work and refinish the floors of the Chase Library; and that to meet this appropriation \$5,300 be transferred from Community Preservation Act Funds-Historic Reserve, and to act fully thereon. Any funds left unspent from this Article are to be returned to the Community Preservation Act Funds-Historic Reserve. By request of the Community Preservation Committee, and the Chase Library Association, Inc. Estimated Cost: \$5,300.

FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED. VOTE: YES-5, NO-0.

MOTION: (Albert Patterson-Chairman, Finance Committee) I move that this article be accepted and adopted and the sum of \$5,300 be transferred from the Community Preservation Fund (Historic Reserve), for this purpose.

Duly seconded

ACTION: It was a unanimous vote, so declared.

RESTROOM FACILITIES AT MULTI-PURPOSE FIELDS BEHIND THE HARWICH COMMUNITY CENTER

ARTICLE 59 To see if the Town will vote to transfer from Community Preservation Act Funds a sum of money to construct restroom facilities at the multi-purpose fields behind the Harwich Community Center; and that to meet this appropriation \$65,000 be transferred from Community Preservation Act Funds - Budgeted Reserve; and to act fully thereon. Any funds left unspent from this Article are to be returned to the Community Preservation Act Funds - Budgeted Reserve. By request of the Community Preservation Committee, the Recreation and Youth Commission. Estimated Cost: \$65,000

FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED. VOTE: YES-5, NO-0.

MOTION: (Albert Patterson-Chairman, Finance Committee) I move that this article be accepted and adopted and the sum of \$65,000 be transferred from the Community Preservation Fund (Budgeted Reserve), for this purpose.

Duly seconded

ACTION: The motion carried.

FUND PURCHASE OF LAND FOR OPEN SPACE PURPOSES

ARTICLE 60 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 6.5 acres, more or less, [together with a right of way over Bald Hill Road] in Harwich, Massachusetts together with all rights and easements and subject to rights and easements of record, which is identified on Assessor's Map 27, Lot E-1. The parcel is described in a deed recorded in Book 1022, Page 199 and, further, to appropriate the sum of \$225,000 from the Community Preservation Act Funds - Open Space Reserve 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: \$225,000.

FINANCE COMMITTEE RECOMMENDS THAT THIS ARTICLE BE INDEFINITELY POSTPONED. VOTE: YES-5, NO-0.

ARTICLE 5 IN THE SPECIAL TOWN MEETING MORE APPROPRIATELY AND PROPERLY DEALS WITH THIS MATTER.

MOTION: (Albert Patterson-Chairman, Finance Committee) I move to indefinitely postpone. Duly seconded

ACTION: This article was indefinitely postponed.

COMPENSATING BALANCE AGREEMENT

ARTICLE 61 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 2014 pursuant to Chapter 44, § 53F of the General Laws and to act fully thereon. Customary Article.

FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED. VOTE: YES-5, NO-0.

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

ACTION: The motion carried

LIABILITY TIDAL/NON-TIDAL RIVERS

ARTICLE 62 To see if the Town will assume the liability in the manner provided by § 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 § 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 THIS ARTICLE BE ACCEPTED AND ADOPTED. VOTE: YES-5, NO-0.

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

ACTION: It was a unanimous vote, so declared.

HERRING FISHERIES

ARTICLE 63 To see what action the Town will take in regard to the Herring Fisheries and to act fully thereon. Customary Article.

FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED. VOTE: YES-5, NO-0.

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

ACTION: It was a unanimous vote, so declared.

The Following two article were taken out of order:

APPROPRIATE FUNDS FOR CERTAIN LAND TAKING

ARTICLE 48 To see if the Town will vote to raise and appropriate a sufficient sum of money and authorize the Selectmen to take by eminent domain the below described parcel of real estate for the purpose of confirming the Town's title to said parcel. Said parcel is already owned by the Town through tax title proceedings.

3.2 +/- acres on Main Street Extension, North Harwich, as described in a deed recorded at the Barnstable County Registry of Deeds in Book 26617, Page 138 and shown on Harwich Assessor's Map 55 as Parcel G8.

And the Selectmen be authorized to take said land or interest therein on such terms and conditions and with such limitations as they deem appropriate the Town's interest and to raise and appropriate a sufficient sum of money for this purpose, and to act fully thereon. By request of the Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED. VOTE: YES-5, NO-0.

MOTION: (Albert Patterson-Chairman, Finance Committee) I move that this article be accepted and adopted and that there is no appropriation requested for this purpose. Duly seconded

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

At this time, Michael D. Ford, Esq. made the following appointments:

TOWN MODERATOR APPOINTMENTS
ANNUAL TOWN MEETING – MAY 6, 2013

I hereby re-appoint Pamela Groswald to a three year term as a Member of the finance Committee, expiring May 2016

I hereby re-appoint Noreen Donahue to a three year term as a Member of the Finance Committee, expiring May 2016

I hereby re-appoint Jonathon Idman to a three year term as a Member of the Finance Committee, expiring May 2016.

Dated: May 6, 2013

s/Michael D. Ford, Esq.
Town Moderator

The Meeting continued with:

TRANSFER LAND IN NORTH HARWICH FOR
AFFORDABLE HOUSING DEVELOPMENT
ARTICLE 49 To see if the Town will vote to transfer:

3.2 +/- acres on Main Street Extension, North Harwich, as described in a deed recorded at the Barnstable County Registry of Deeds in Book 26617, Page 138 and shown on Harwich Assessor's Map 55 as Parcel G-8.

And to transfer the care, custody, management and control of the land from the Board of Selectmen which currently holds the land for general municipal purposes to the Board of Selectmen for the purpose of transferring the land for the construction of affordable housing pursuant to the Town's Comprehensive Plan, and further to authorize the Town of Harwich to negotiate a land disposition agreement with a qualified builder or developer, which agreement shall provide for the construction of affordable rental on the land, with the overall development not to exceed four (4) units per acre; said land to be transferred in fee simple determinable, subject to the condition that should five years elapse from the date of transfer without commencement of construction of the units pursuant to a valid building permit therefore, title to the land will revert to the Town; and further such transfer shall be subject to such additional terms and conditions as the Board of Selectmen deem necessary and appropriate to insure that the land so transferred will continue to be used for affordable housing purposes and to carry out the purpose of this article, and to act fully thereon. By request of the Harwich Housing Committee and the Harwich Housing Authority.

FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED. VOTE: YES-5, NO-0.

MOTION: (Albert Patterson-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 ruled to have received the necessary 2/3 vote, the article passed.

At 9:55PM a motion was made and seconded to adjourn the Harwich Annual Town Meeting.

**THE FOLLOWING ARTICLES WERE PASSED AT THE
ANNUAL TOWN MEETING
MAY 6, 2013**

CUSTOMARY ARTICLES

ARTICLE 1	Town Officers & Committees
ARTICLE 2	Reports of Town Officers & Committees
ARTICLE 62	Liability Tidal/Non Tidal Rivers
ARTICLE 63	Herring Fisheries

CAPITAL PLAN

ARTICLE 11	Capital Plan Adoption
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AMEND TOWN CHARTER

ARTICLE 38	Home Rule Charter Amendments – Chapter 9 Financial Provisions
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AMEND GENERAL BY-LAWS

ARTICLE 39	Amend Town By-Law Chapter 271, § 1A
ARTICLE 52	Medical Marijuana Moratorium

MISCELLANEOUS

ARTICLE 40	Long Term Solid Waste Contracts
ARTICLE 41	Departmental Revolving Funds Authorization
ARTICLE 43	Expand the Use of the Waterways Capital Improvement Receipts Reserve Fund
ARTICLE 44	Expand Golf Capital Improvement Receipts Reserve Fund
ARTICLE 46	Create and Fund Trust Fund for Post Employment Benefits
ARTICLE 47	Transfer Care and Custody of the Albro House
ARTICLE 51	Pleasant Bay Resource Management Plan Update

LAND

ARTICLE 48	Appropriate Funds for Certain Land Taking
ARTICLE 49	Transfer Land in North Harwich for Affordable Housing Development

COMMUNITY PRESERVATION

ARTICLE 53	Reserve for Future Appropriation Amounts from FY 2013 Community Preservation Fund Estimated Annual Revenues
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APPROPRIATIONS VOTED UNDER ARTICLES ANNUAL TOWN MEETING MAY 6, 2013

FROM TAX LEVY

ARTICLE 4	Budget	\$ 28,552,550.00
ARTICLE 5	Monomoy School Budget	\$ 20,337,662.00
ARTICLE 6	Cape Cod Regional Technical School District Budget	\$ 1,421,910.00

FREE CASH

ARTICLE 13	Fund Ambulance Computers	\$ 10,000.00
ARTICLE 15	Leases or Purchase and Equip Vehicles	\$ 305,000.00
ARTICLE 17	Beach Parking Lot Paving	\$ 19,200.00
ARTICLE 18	Long Pond Beach Restroom	\$ 85,000.00
ARTICLE 19	Allen Harbor Bulkhead Repair and Parking Lot Drains	\$ 250,000.00
ARTICLE 21	Fund Completion of the CWMP	\$ 210,000.00
ARTICLE 24	Fund Multi—Mission Patrol Boat for Harbor/Fire Operation	\$ 150,000.00
ARTICLE 27	Fund Police Computer Replacement	\$ 36,000.00
ARTICLE 28	Fund Garage Door Replacement at Public Safety Facility	\$ 9,100.00
ARTICLE 29	Fund Library Technology	\$ 29,000.00
ARTICLE 31	Fund Library Building Maintenance Projects	\$ 25,000.00
ARTICLE 33	Fund Historic Restoration and Preservation of Albrow House	\$ 12,000.00
ARTICLE 34	Promote Town of Harwich	\$ 35,000.00
ARTICLE 35	Chase & Harwich Port Libraries	\$ 20,000.00

OTHER AVAILABLE FUNDS

ARTICLE 4	Budget	\$ 417,015.00
ARTICLE 16	Fund the Purchase of a New Recreation Passenger Van	\$ 28,000.00

ARTICLE 20	Add to Dredge Reserve Fund to Dredge Various Entrance Channels	\$ 65,000.00
ARTICLE 25	Greensand Water Treatment Facility	\$ 1,960,000.00
ARTICLE 30	Install Venting and Air Conditioning in Library Basement	\$ 7,600.00
ARTICLE 42	Golf Capital Improvement Fund	\$ 30,000.00

BORROWING

ARTICLE 25	Greensand Water Treatment Facility	\$ 1,259,465.00
ARTICLE 36	Fund Reconstruction of Skinequit Road through Private Road Betterment	\$ 172,000.00

CAPITAL EXCLUSION

ARTICLE 12	Fund New Fire Engine	\$ 425,000.00
ARTICLE 22	Muddy Creek Culvert Construction	\$ 187,500.00

DEBT EXCLUSION

ARTICLE 14	Fund Highway Paving and Sidewalks	\$ 500,000.00
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CPC LAND BANK

ARTICLE 4	Budget	\$ 704,970.00
ARTICLE 54	Affordable Housing Development Project	\$ 455,000.00
ARTICLE 55	Harwich Affordable Housing Buy down Program	\$ 75,000.00
ARTICLE 56	Catalog and conserve Brooks Family Robert G. Davis Collection	\$ 40,000.00
ARTICLE 57	Restoration, Preservation and Digitalization of Harwich Cemetery Records	\$ 11,000.00
ARTICLE 58	Restoration of Floors at Historic Chase Library	\$ 5,300.00
ARTICLE 59	Restroom, Facilities at Multi-Purpose Fields at Harwich Community Center	\$ 65,000.00

WATER ENTERPRISE

ARTICLE 4	Budget	\$ 509,872.00
ARTICLE 6	Water Department Budget	\$ 3,142,977.00
	Department Receipts	\$ 3,142,977.00
ARTICLE 26	Fund Water Department Vehicle Department retained earnings	\$ 77,800.00

**THE FOLLOWING ARTICLES WERE PASSED AT THE
SPECIAL TOWN MEETING
MAY 7, 2013**

- ARTICLE 3 Execute New Permanent Nstar Easement for
 New Monomoy High School
- ARTICLE 6 Appropriate Funds for Certain Land Taking
- ARTICLE 8 Build or Lease Telecommunications Facility

ZONING AMENDMENTS

- ARTICLE 12 Amend Code of the Town of Harwich Chapter 325 Zoning –
 Accessory Apartments
- ARTICLE 13 Amend Code of the Town of Harwich Chapter 325 Zoning -
 Panhandle Lots and Shape Numbers

**APPROPRIATIONS VOTED UNDER ARTICLES
SPECIAL TOWN MEETING
MAY 7, 2013**

FROM FREE CASH

- | | | |
|------------|--|---------------------|
| ARTICLE 2 | Replenish Police and Fire Claims
Trust Fund Account | \$ 20,000.00 |
| ARTICLE 4 | Americans With Disabilities Access | \$ 12,000.00 |
| ARTICLE 7 | Supplement Snow and Ice Budget | \$ 158,000.00 |
| ARTICLE 14 | Replace Bank Street Boardwalk | \$ 15,000.00 |

OTHER AVAILABLE FUNDS

- | | | |
|------------|--------------------------------|--------------------|
| ARTICLE 15 | Transfer Land in North Harwich | \$ 107,357.33 |
|------------|--------------------------------|--------------------|

CAPITAL EXCLUSION

- | | | |
|-----------|--|--------------------|
| ARTICLE 1 | Fund New Generator for the Fire Department | \$ 102,000.00 |
|-----------|--|--------------------|

COMMUNITY PRESERVATION

- | | | |
|-----------|--|--------------------|
| ARTICLE 5 | Fund purchase of Land for
Open Space Purposes | \$ 400,000.00 |
|-----------|--|--------------------|

WATER ENTERPRISE

- | | | |
|------------|---|---------------------|
| ARTICLE 9 | Purchase or Lease of New Dump Truck
for the Water Department | \$ 67,848.00 |
| ARTICLE 10 | Fund Repairs and Painting of Lothrop Avenue
Water Storage Tank | \$ 1,600,000.00 |

26	Road Betterments	-	12,250	38,580	35,750	-7.9%
27	CPA Funds (Land Bank	824,106	782,497	759,930	704,970	-7.8%
28						
29	TOTAL	\$50,378,370	\$51,389,246	\$51,005,027	\$51,364,944	0.7%
30	% Increase/decrease	2.0%	2.0%	-0.7%	0.7%	

FY 2014 OPERATING BUDGET

Line	DESCRIPTION	6/30/2011 Actual FY 2011	6/30/2012 Actual FY 2012	Voted Budget FY 2013	Town Meeting Budget FY 2014
1	Moderator S&W	<u>\$300</u>	<u>\$300</u>	<u>\$300</u>	<u>\$300</u>
2	Selectmen's S&W	7,500	7,500	7,500	7,500
3	Selectmen's Expense	<u>5,900</u>	<u>6,500</u>	<u>6,700</u>	<u>6,700</u>
	Sub-Total	13,400	14,000	14,200	14,200
4	Finance Committee S&W	2,500	3,300	3,300	3,300
5	Finance Committee Expense	<u>420</u>	<u>450</u>	<u>450</u>	<u>450</u>
	Sub-Total	2,920	3,750	3,750	3,750
6	Finance Committee Reserve Fund.	<u>150,000</u>	<u>150,000</u>	<u>150,000</u>	<u>150,000</u>
	Sub-Total	150,000	150,000	150,000	150,000

7	Accountant's S&W	211,586	214,702	217,571	217,571
8	Accountant's Expense	1,000	850	2,765	2,450
9	Audit	36,000	36,000	36,000	36,000
	Sub-Total	248,586	251,552	256,336	256,021
10	Assessors' S&W	228,769	233,473	236,597	205,400
11	Assessors' Expense	19,150	19,151	61,251	105,351
	Sub-Total	247,919	252,624	297,848	310,751
12	Postage	46,000	55,000	45,000	52,000
	Sub-Total	46,000	55,000	45,000	52,000
13	Treasurer/Tax Collector S&W	235,737	231,231	226,730	225,008
14	Treasurer/Tax Collector Expense	96,388	111,405	85,688	107,063
15	Treasurer Bonding/Tax Title	20,000			
	Sub-Total	352,125	342,636	312,418	332,071
16	Medicare Town Share	329,588	332,335	146,529	191,525
17	Town Hall S&W	311,994	312,668	315,346	317,402
18	Town Hall Expense	102,932	71,044	68,832	71,000
19	Town Hall Capital Outlay	5,000	5,000	5,000	5,000
	Sub-Total	419,926	388,712	389,178	393,402

FY 2014 OPERATING BUDGET

Line	DESCRIPTION	6/30/2011 Actual	6/30/2012 Actual	Voted Budget FY 2013	Town Meeting Budget FY 2014
20	Legal Services	140,000	180,000	164,500	150,400
21	Claims & Suits	400	400	400	400
22	Land Transactions				
	Sub-Total	140,400	180,400	164,900	150,800
23-a	Information Tech& CH 18 S & W	171,264	191,557	194,672	195,644
23-b	Info Tech& CH 18 Expenses	137,659	143,709	155,836	146,949
23-c	Sub-Total	308,923	335,266	350,508	342,593
24	Constable Salaries	375	680	680	680
25	Clerk's S&W	177,389	172,739	179,607	178,958
26	Clerk's Expense	32,028	25,598	29,448	25,904
	Sub-Total	209,417	198,337	209,055	204,862
27	Conservation Commission S&W	50,797	52,266	49,712	58,098
28	Conservation Commission Expense	4,663	4,663	5,896	6,596
	Sub-Total	55,460	56,929	,608	64,694
29	Town Planner S&W	113,319	117,914	123,839	126,027
30	Town Planner Expense	2,187	2,227	2,650	2,750
	Sub-Total	115,506	120,141	126,489	128,777

31	Planning Board S&W	2,000	2,000	
32	Planning Board Expense	460	510	
	Sub-Total	2,460	2,510	
33	Board of Appeals S&W	5,100	5,100	6,500
34a	Board of Appeals Expense.	360	360	360
	Sub-Total	5,460	7,360	6,860
34b	Agricultural Committee	1,000		
	Sub-Total	1,000		
35	Repairs to Public Buildings	13,867	6,073	10,000
36	Town & Finance Committee Reports	13,000	9,920	12,000
37	Miscellaneous Printing.	3,500	3,500	3,500
38	Advertising	48,900	41,000	41,000
39	Telephone	79,267	71,368	66,500
40	Police Dept S&W	2,674,408	2,712,016	2,737,728
41	Police Dept Expense	270,000	345,395	342,854
42	Police Dept Capital Outlay	88,500	84,900	105,000
	Sub-Total	3,032,908	3,142,311	3,185,582

FY 2014 OPERATING BUDGET

Line	DESCRIPTION	6/30/2011 Actual	6/30/2012 Actual	Voted Budget	Town Meeting Budget
43	Fire Dept S&W	FY 2011	FY 2012	FY 2013	FY 2014
44	Fire Dept Expense	2,701,618	2,757,339	2,855,213	2,874,448
45	Fire Capital Outlay	186,237	190,180	206,923	262,385
46	Emergency Medical Services O/T	100,000	31,245	109,744	100,000
47	Emergency Medical Services Expenses.	70,000	80,827	82,383	91,195
	Sub-Total	3,057,855	3,159,591	3,254,263	3,328,028
48a	Emer. Telecom. S&W	566,075	574,308	575,821	375,871
48b	Emer. Telecom.Expenses	105,028	119,534	121,016	279,408
	Sub-Total	671,103	693,842	696,837	655,279
49	Building Inspection S&W	222,605	231,930	236,426	300,275
50	Building Inspection Expense	8,341	8,341	9,742	9,741
51	Building Capital Outlay				
	Sub-Total	230,946	240,271	246,168	310,016
52	Emerg. Mgt S&W	5,000	5,000	4,500	4,500
	Emerg Mgt. Expense	9,365	9,365	7,800	5,950
53	Emergency Management Expense	14,365	14,365	12,300	10,450

11	54	Animal Control S&W	52,174	52,342	576	5,734
8	55	Animal Control Expense	3,602	13,734	4,500	14,544
		Sub-Total	<u>65,776</u>	<u>66,076</u>	<u>69,076</u>	<u>70,278</u>
	56a	Natural Resources S&W	81,274	81,274	83,764	83,764
	56b	Natural Resources Expense	27,650	27,650	27,650	27,300
		Sub-Total	<u>108,924</u>	<u>108,924</u>	<u>108,924</u>	<u>111,064</u>
	57	Pleasant Bay Alliance Expense	<u>16,855</u>	<u>16,855</u>	<u>16,855</u>	<u>16,855</u>
		Schools				
	58	Cape Cod Reg Tech High School	<u>926,016</u>	<u>1,020,684</u>	<u>1,160,735</u>	<u>1,421,910</u>
	59	Harwich Public Schools	14,808,786	14,531,780		
		Monomoy Regional School District				
		MRSD Operating Budget		18,792,042		19,927,625
		MRSD Capital		192,138		-
		MRSD Transportation		640,816		319,825
		MRSD Debt Service MS		54,685		46,612
		MRSD Debt Service BANS				43,600
		Total MRSD	<u>14,808,786</u>	<u>14,531,780</u>	<u>19,679,681</u>	<u>20,337,662</u>
		Sub-Total	<u>15,734,802</u>	<u>15,552,464</u>	<u>20,840,416</u>	<u>21,759,572</u>
	60	Town Engineer's Dept S&W	150,000	152,107	156,159	156,833
	61	Town Engineer's Dept Expense	4,500	4,058	4,800	4,800
		Sub-Total	<u>154,500</u>	<u>156,165</u>	<u>160,959</u>	<u>161,633</u>

FY 2014 OPERATING BUDGET

Line	DESCRIPTION	6/30/2011 Actual	6/30/2012 Actual	Voted Budget FY 2013	Town Meeting Budget FY 2014
62	Highways and Maintenance S&W				
63	Highways and Maintenance Expense	1,956,801	2,018,420	2,018,212	2,089,355
64	Hot Mix, Oil, & Improve Town Rds.	1,428,102	1,495,500	1,506,980	1,524,705
65	Hwy Snow Removal Wages	65,072	40,000	40,000	40,000
66	Hwy Snow Removal Materials	92,560	50,000	50,000	50,000
67	Hwy Snow Removal Equipment	45,440	45,000	45,000	45,000
	Sub-Total	3,587,975	3,645,920	3,660,192	3,749,060
68	Street Lights	82,400	74,230	82,400	70,000
69	Cemetery S&W	42,558	43,615	44,520	45,485
70	Cemetery Expense	2,130	2,425	2,976	3,047
	Sub-Total	44,688	46,040	47,496	48,532
71	Board of Health S&W	248,515	250,253	257,559	256,480
72	Board of Health Expense	16,320	15,915	14,949	15,448
73	Flax Pond Monitoring				
	Sub-Total	264,835	266,168	272,508	271,928
74	Community Center Comm S&W	110,500	116,966	127,324	130,486
75	Community Center Comm Exp.	133,196	126,264	145,495	147,400
75-A	Capital				1,500
	Sub-Total	243,696	243,230	272,819	279,386

76	Council on Aging S&W	227,153	228,913	245,552	279,020
77	Council on Aging Expense	49,309	51,527	53,471	62,680
	Sub-Total	276,462	280,440	299,023	341,700
78	Youth Counselor S&W	65,653	66,604	67,254	67,903
79	Youth Counselor Expense	3,700	3,800	3,800	4,010
	Sub-Total	69,353	70,404	71,054	71,913
80	Veterans' Services Expense	45,479	30,100	31,217	32,264
81	Veterans' Benefits	15,000	15,000	25,000	27,500
	Sub-Total	60,479	45,100	56,217	59,764
82	Disability Rights Committee Expense	300	300	300	300
83	Jim Noonan Human Services	76,500	76,500	76,500	76,500
84	Brooks Library S&W	431,627	411,656	429,265	449,664
85	Brooks Library Expense	232,161	232,969	238,965	242,532
	Sub-Total	663,788	644,625	668,230	692,196
86	Recreation & Youth Seasonal Help	162,646	155,000	155,008	155,007
87	Recreation and Youth S&W.	167,064	172,750	177,318	192,137
88	Recreation and Youth Expense.	49,412	50,530	50,530	50,525
89	Aid to Various Programs				
	Sub-Total	379,122	378,280	382,856	397,669

FY 2014 OPERATING BUDGET

Line	DESCRIPTION	6/30/2011 Actual	6/30/2012 Actual	Voted Budget FY 2013	Town Meeting Budget FY 2014
91	Harbormaster/Natural Resources S&W	185,634	198,899	198,196	202,037
92	Harbormaster Expense	87,550	88,810	86,950	90,145
93	Harbormaster Capital Outlay	<u>1,196</u>	<u>4,500</u>	<u>3,000</u>	
	Sub-Total	<u>274,380</u>	<u>292,209</u>	<u>288,146</u>	<u>292,182</u>
94	Brooks Museum Commission Expense	<u>12,960</u>	<u>12,064</u>	<u>13,164</u>	<u>12,973</u>
	Sub-Total	<u>12,960</u>	<u>12,064</u>	<u>13,164</u>	<u>12,973</u>
95	Historical Commission S&W	<u>1,500</u>	<u>1,000</u>	<u>1,000</u>	<u>1,000</u>
96	Historical Commission Expense	<u>1,000</u>	<u>1,000</u>	<u>500</u>	<u>400</u>
	Sub-Total	<u>2,500</u>	<u>2,000</u>	<u>1,500</u>	<u>1,400</u>
97	Memorial & Veterans' Day	<u>2,900</u>	<u>2,900</u>	<u>1,600</u>	<u>1,600</u>
98	Golf Operations & Maintenance S&W	<u>672,092</u>	<u>702,199</u>	<u>703,653</u>	<u>757,713</u>
99	Golf Operations & Maintenance/Expense	<u>577,299</u>	<u>556,219</u>	<u>581,801</u>	<u>609,701</u>
100	Golf Capital	<u>24,000</u>	<u>24,000</u>	<u>24,000</u>	<u>63,000</u>
	Sub-Total	<u>1,273,391</u>	<u>1,282,418</u>	<u>1,309,454</u>	<u>1,430,414</u>
101	Total Departmental Budgets	<u>18,114,674</u>	<u>16,717,472</u>	<u>17,667,149</u>	<u>18,125,064</u>
102	Total Debt Service (PRIN & INT)	<u>4,735,823</u>	<u>4,580,240</u>	<u>4,076,198</u>	<u>3,528,883</u>

103	Barnstable County Retirement	2,339,267	2,495,764	2,178,021	2,170,097
104	Special Retirement Pension	3,551	3,552	3,552	3,552
105	Unemployment Compensation	50,000	50,000	35,000	35,000
106	Group Health Insurance/ Life	5,839,110	6,394,917	4,019,156	3,945,954
107	Insurance, General	424,456	483,077	491,783	516,373
108	Insurance Deductibles/Exclusions.	6,913	15,000	15,000	15,000
108(a)	Mega Insurance		21,111	21,111	21,111
	Sub-Total	8,663,297	9,758,031	6,763,623	6,707,087
109	Total Town Budget	30,825,854	30,696,461	28,506,970	28,552,559
110	Total	\$48,376,180	\$47,628,891	\$49,347,386	\$50,312,131

**COMMONWEALTH OF MASSACHUSETTS
TOWN OF HARWICH
ANNUAL ELECTION BALLOT
MAY 21, 2013**

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 21 2013, 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; one (1) Monomoy Regional School Committee Member for three (3) years; one (1) Town Clerk for three (3) years; one (1) Water Commissioner for three (3) years; two (2) Library Trustees for three (3) years

BALLOT QUESTIONS

1. "Shall the Town of Harwich be allowed to assess an additional \$425,000 in real estate and personal property taxes to purchase and equip one (1) new fire engine and all costs incidental for the fiscal year beginning July 1, 2013?"

YES_____ NO_____

2. "Shall the Town of Harwich be allowed to assess an additional \$102,000 in real estate and personal property taxes to purchase and equip one (1) new generator and all costs incidental for Fire Station 1, for the fiscal year beginning July 1, 2013?"

YES_____ NO_____

3. "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 fund highway paving and sidewalk repairs as outlined in Article 14 of the May 2013 Annual Town Meeting ?"

YES_____ NO_____

4. "Shall the Town of Harwich be allowed to assess an additional \$187,500 in real estate and personal property taxes for the purpose of funding the construction of the Muddy Creek Bridge for the fiscal year beginning July 1, 2013?"

YES_____ NO_____

5. "Shall the Town of Harwich be allowed to assess an additional \$310,000 in real estate and personal property taxes for the purpose of funding Phase II of the Community Center Lower Level project for the fiscal year beginning July 1, 2013?"

YES_____ NO_____

6. "Shall the town of Harwich be allowed to assess an additional \$100,000 in real estate and personal property taxes for the purpose of funding the Town Capital Stabilization Fund for the fiscal year beginning July 1, 2013?"

YES_____ NO_____

7. "Shall the Town of Harwich instruct the Board of Selectmen to forward the following petition to Governor Deval Patrick?"

NON-BINDING PUBLIC OPINION ADVISORY QUESTION

Whereas, the Pilgrim Nuclear Power Station has exceeded its 40 year design life and increasingly experiences shutdowns due to plant failures and is the same design as the reactors in Japan whose safety systems failed; and

Whereas, the spent fuel rod storage pool, designed to hold 880 rods, currently holds 3300 spent fuel rods and has become a de facto unplanned and unlicensed nuclear waste repository; and

Whereas, Harwich is within 35 miles of the Pilgrim Nuclear Power Station and is downwind 50 percent of the time; and

Whereas, MEMA has determined that Cape residents and visitors will not be evacuated but plans to relocate Cape citizens after exposure to dangerous radioactive materials released in an accident; and

Whereas, the citizens of the Town of Harwich find this state response to Pilgrim's threat to health and safety unacceptable and in violation of the public trust;

Therefore, be it resolved that we the people of Harwich respectfully request Governor Deval Patrick to call upon the Nuclear Regulatory Commission to uphold their mandate to shut the Pilgrim Nuclear Power Station in Plymouth because the public safety, particularly Cape Cod residents and visitors, cannot be assured.

YES_____ NO_____

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 16th day of April, 2013

s/Linda A. Cebula, Chairman
s/Peter S. Hughes, Vice Chairman
s/Edward J. McManus
s/Angelo S. LaMantia
Board of Selectmen

A true copy
Attest: s/ David Robinson
Constable

DATE: April 18, 2013

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, the 21st of May, 2013 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 the Community Center 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

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 Corbett
Clerk:	Janet Silverio	Marge Frith
Insp.Ck In:	Judy Davis	Ann Kaplan
Insp.Ck Out:	Susan Weinstein	Dot Hemmings Bassett
	PRECINCT III	PRECINCT IV
Warden:	David Bassett	Dorothy Parkhurst
Clerk:	Sandra Shelton	Sheila Bowen
Insp. Ck In:	Mary Egan	Judy Sullivan
Insp. Ck Out:	Shirley Knowles	Dorothy Parkhurst

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

	PRECINCT I	PRECINCT II
Dep. Warden:	Richard Bowers	Ursula Corbett
Dep. Clerk	Debby Waugh	Jackie Stiles
Dep.Insp.In:	Louise Marahrens	Ann Kaplan
Dep.Insp.Out:	Janet Kaiser	Sandy Hall
	PRECINCT III	PRECINCT IV
Dep. Warden:	Richard Gomes	Dorothy Parkhurst
Dep. Clerk	Paul Marahrens	Sheila Bowen
Dep.Insp.In:	Janet Bowers	Judy Sullivan
Dep.Insp.Out:	Shirley Knowles	Joyce Bearse

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 1079 included 56 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 308, including 16 absentee votes

Precinct II 355, including 19 absentee votes

Precinct III 245, including 15 absentee votes

Precinct IV 171, including 6 absentee votes

The Town Clerk, Anita N. Doucette, announced the results on May 21, 2013 at 9:00 P.M as follows:

PRECINCTS	1	2	3	4	Total
BOARD OF SELECTMEN					
LINDA A. CEBULA	236	273	179	130	818
EDWARD JAMES MCMNAUS	206	241	154	131	732
BLANKS	167	189	152	79	587
ALL OTHERS	7	7	5	2	21
MONOMOY REGIONAL SCHOOL COMMITTEE					
EDWIN J. JARWORSKI	202	237	154	114	707
JOHN J. O'BRIEN	91	104	78	52	325
BLANKS	15	14	13	5	47
ALL OTHERS	0	0	0	0	0
TOWN CLERK					
ANITA N. DOUCETTE	278	294	205	157	934
BLANKS	30	61	39	14	144
ALL OTHERS	0	0	1	0	1
WATER COMMISSIONER					
DANETTE L. GONSALVES	260	286	192	142	880
BLANKS	48	69	52	29	198
ALL OTHERS	0	0	1	0	1
TRUSTEE, BROOKS FREE LIBRARY					
WILLIAM D. CROWELL	252	282	194	146	874
ANN B. EMERSON	211	257	166	113	747
BLANKS	153	171	129	83	536
ALL OTHERS	0	0	1	0	1
QUESTION #1 NEW FIRE ENGINE					
YES	197	234	131	103	665
NO	103	115	110	60	388
BLANKS	8	6	4	8	26

QUESTION #2 NEW GENERATOR FOR FIRE STATION

YES	206	242	141	111	700
NO	93	107	98	52	350
BLANKS	9	6	6	8	29

QUESTION #3 HIGHWAY PAVING AND SIDEWALK REPAIR

YES	203	223	127	91	644
NO	90	116	112	67	385
BLANKS	15	16	6	13	50

QUESTION #4 CONSTRUCT MUDDY CREEK BRIDGE

YES	176	207	132	83	598
NO	121	138	111	77	447
BLANKS	11	10	2	11	34

QUESTION #5 COMMUNITY CENTER LOWER LEVEL

YES	67	80	38	39	224
NO	230	267	201	121	819
BLANKS	11	8	6	11	36

QUESTION #6 TOWN CAPITALIZATION FUND

YES	140	148	88	66	442
NO	143	190	144	90	567
BLANKS	25	17	13	15	70

**QUESTION #7 NON-BINDING PUBLIC OPINION ADVISORY
QUESTION**

YES	229	249	161	118	757
NO	71	96	80	43	290
BLANKS	8	10	4	10	32

TOTAL NUMBER OF REGISTERED VOTERS 10,270

PRECINCT

TOTAL NUMBER OF VOTERS	2660	2580	2604	2426	
TOTAL VOTED	308	355	245	171	1,079

ATTESTED May 22, 2013
Anita N. Doucette, MMC/CMMC
Town Clerk

Juell E. Buckwold
Donald F. Howell
Raymond C. Gottwald
Anita N. Doucette
Harwich Board of Registrars

**COMMONWEALTH OF MASSACHUSETTS
WILLIAM FRANCIS GALVIN
SECRETARY OF THE COMMONWEALTH
SPECIAL STATE ELECTION WARRANT
JUNE 25, 2013**

Barnstable, ss

To either of constables of the Town of Harwich

GREETING:

In the name of the Commonwealth, you are hereby required to notify and warn the inhabitants of said Town who are qualified to vote in Elections to vote at the Community Center, 100 Oak Street, Harwich, Massachusetts on

TUESDAY, THE TWENTY FIFTH DAY OF JUNE, 2013, FROM
7:00 A.M. to 8:00 P.M. for the following purpose:

To cast their votes in the Special State Senatorial Election for the candidates for the following office:

SENATOR IN CONGRESS FOR THIS COMMONWEALTH

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 May, 2013

s/Linda A. Cebula,
s/Peter S. Hughes
s/Edward J. McManus
s/Larry Ballantine
s/Angelo S. LaMantia

SELECTMEN OF HARWICH
A true copy
Attest: s/David A. Robinson
Constable

DATE: June 4, 2013

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, 25th of June, 2013 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 the Community Center in the Town of Harwich, which covers all four precincts, at least seven (7) days before the time of said meeting as within directed.

s/David A. 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 Corbett
Clerk:	Janet Silverio	Marge Frith
Insp.Ck In:	Judy Davis	Ann Kaplan
Insp.Ck Out:	Janet Kaiser	Dot Hemmings Bassett

	PRECINCT III	PRECINCT IV
Warden:	David Bassett	Dorothy Parkhurst
Clerk:	Sandra Shelton	Sheila Bowen
Insp. Ck In:	Sandra Shelton	Judy Sullivan
Insp. Ck Out:	Sue Mills	Lee Chase

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

	PRECINCT I	PRECINCT II
Dep. Warden:	Richard Bowers	Ursula Corbett
Dep. Clerk	Debby Waugh	Jackie Stiles
Dep.Insp.In:	Catherine Sacramone	Ann Kaplan
Dep.Insp.Out:	Shirley Knowles	Paul Marahrens

	PRECINCT III	PRECINCT IV
Dep. Warden:	Richard Gomes	Dorothy Parkhurst
Dep. Clerk	Louise Marahrens	Sheila Bowen
Dep.Insp.In:	Janet Bowers	Judy Sullivan
Dep.Insp.Out:	Sue Mills	Joyce Bearse

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 3652 included 187 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 1041, including 70 absentee votes
Precinct II 1001, including 42 absentee votes
Precinct III, 908 including 49 absentee votes
Precinct IV 702, including 26 absentee votes

The Town Clerk, Anita N. Doucette, announced the results on June 25, 2013 at 9:00 P.M as follows:

SPECIAL STATE ELECTION

	PREC 1	PREC 2	PREC 3	PREC 4	TOTAL
GABRIEL E. GOMEZ	508	520	495	344	1867
EDWARD J. MARKEY	530	476	409	353	1768
RICHARD A. HEOS	2	4	2	4	12
BLANKS	0	0	1	0	1
WRITE-INS	1	1	1	1	4

Attested:

Anita N. Doucette, MMC/CMMC
Town Clerk

Donald F. Howell
Raymond C. Gottwald
Juell E. Buckwold
Harwich Board of Registers

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: Kevin Grunwald
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 Darlene Jackson (part time)
Chef (Aide to Programs) Linda St. Pierre
Per Diem Nurses: Jane Ryder and Jill Fallon
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 all 3 of the Stanford University and Maine Health designed Evidenced Based Programs for Older Adults: “My Life-My Health: Chronic Disease Self Management Program”, “A Matter of Balance Program” and “Healthy Eating”. These programs 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 worked very hard with its community partners: Spaulding Rehabilitation and Broad Reach Healthcare 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! At this time, Harwich COA is **THE ONLY** town with full training in all 3 Evidenced Based Programs on Cape Cod!

SOCIAL SERVICES TEAM

The COA is very fortunate to have a Social Services Department with our newest Team Member to join us; Social Services Coordinator, Kevin Grunwald, MSW, who is assisted by Outreach Assistant, Beth McCormick. This Team identifies, advocates for and connects seniors with unmet needs to Government, private sector and COA programs and services designed to meet those needs. They conduct in home and office visits in determining needs and provide services to meet them. Along with the Volunteer Coordinator, they also recruit, interview, train and supervise volunteers for COA programs and Outreach Programs. If any Harwich resident has questions about Fuel Assistance, Food Stamps, Caleb Chase Fund, Government Food Supply, Telephone Reassurance Program, Friendly Visitor Program, Housing, etc. the Social Services Department is who you want to call 508-430-7551.

TOWN NURSE-NURSING SERVICES

Type of Nursing Service	Number
Home Visits	116 unduplicated caseload visits 2,404
Office Visits	91 weekly walk in clinic visits 925
CASELOAD 156	
Referrals from Hospitals, M.D.'s, VNA, etc.	90
Discharges	74
Home Flu Immunizations	52
Non Elder Caseload	12

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 of "baby boomers" utilizing services.

Volunteers-We Love Them!!

Volunteer's #: 174 Volunteer Hours: 11,005.75 hours
In Kind \$ Value: \$166,606.25

The Harwich Council on Aging could not run as smoothly as it does were it not for the direct assistance of its 174 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, teach classes and even provide free Massage, Reiki and Zero Balancing! They also provide free Legal Services, Income Tax Counseling, (S.H.I.N.E.) Health Insurance Counseling, Telephone Reassurance, and are part of our Emergency Management Team, assisting at our Flu Clinics, Voting and of course any “Emergencies” we may encounter with weather. These are just a few of the volunteer categories and there are a host of others 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 Social Services 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 40% 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 screenings 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. We provide 8-15 different programs/services each day to participate in, that keep the whole person active. The revenue raised by these COA Programs for the Town of Harwich is through a \$5 per person program fee that our instructors pay per course that they teach.

FRIENDS OF 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 \$50 grocery store gift cards. They also hold social “Fun” activities: Luncheons at the Cove restaurant at Cape Cod Regional Technical High School, Concerts with local musicians and groups. This year the Friends of the Harwich COA took over as the receiving 501C3 for the “Remembrance Walk-Dave Birtwell Memorial Fund” that assists patients and families with

Alzheimer's disease with very practical items they cannot afford. **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 \$24,381 if single." This program requires participants to be **BOTH income eligible as well as asset eligible** and any Harwich Resident interested should check for eligibility with the Assessor's Office. These wonderful workers volunteer in the following departments: COA, Community Center, Town Clerk's Office, Building Dept., Channel 18, Library, Golf Dept., Water Department and the Harbormaster. This program is a win-win for Harwich as it assists Seniors in need to Receive \$1,000 property tax abatement, & the Town receives work done by terrific participants in the program.

COA 10 YEAR STRATEGIC PLAN IS RIGHT ON TRACK

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 learned from this 10 year study some very important statistics: **currently Harwich has 40% (5,126) of it's year round population that are age 60+. In 10 years we are projected to have 61% of the population age 60 and above** with the influx of Baby Boomers. 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" PROGRAM

The Cranberry Coach Van program serves Harwich very well. We have **128 regular riders** who this year rode the van **2,413 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 fortunate to also have Remi Thibodeau as our Per Diem Van Driver.

CHEF AND DINING PROGRAMS

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

Hurricanes, Winter Storms and events at the Emergency Operations Center proving to be very helpful!

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 "REMEMBERY WALK
DAVE BIRTWELL MEMORIAL"- MAY 11, 2013**

Did you know????? Harwich continues to be the **4th highest population of Alzheimer's Disease on Cape Cod?** This year the "REMEMBERY WALK" was sponsored by the FRIENDS OF THE HARWICH COUNCIL ON AGING. **All of the funds raised are kept local and do not leave Cape Cod!** The proceeds help to benefit people with Alzheimer's disease and their families with very practical items needed for their care, independence at home and quality of life. These may include undergarments, emergency response bracelets, psychological evaluations, medical equipment... Thanks to the Harwich Fire and Police Departments for assisting us to provide safety at the Walk. Additionally, we could not do it without our core group of Volunteers Remi and Diane Thibodeau, Debbie Cipolla, Diane Behan, JoAnna McInerney, Ellen and Frank Aldrich, Ken Foster with his magnificent X-Grille and our Fabulous Face Painter, Donna Tavano who help make this Walk happen every year and the countless additional volunteers from Harwich who help. Our special thanks also go out to our Community Partners: 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 **Saturday, May 10th, 2014, 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*
Joe Johnson-Vice Chair
Lee Culver
Francois Marin
Ralph Smith
Tracy Ventura

Report of the **Cape Cod Regional Transit Authority**

The Cape Cod Regional Transit Authority (CCRTA) has provided in Harwich 39,316 one-way passenger trips from July 2012 through June 2013 (FY13).

CCRTA provided 236 general public clients in Harwich with DART (Dial-a-Ride Transportation) service during FY13. These clients took a total of 12,073 one-way passenger trips during this time period. Total DART passenger trips in the fifteen towns of Cape Cod were 179,373 in FY12 compared to 200,536 in FY13.

CCRTA FY13 records for the Boston Hospital Transportation service indicates 34 Harwich residents took 180 one-way trips on this service.

A total of 10,048 one-way trips originated in Harwich for the Flex route for the period July 2012 through June 2013; total ridership for the Flex for this period was 71,816.

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 12,198 one-way trips originated in Harwich for the H20 route for the period July 2012 through June 2013; total ridership for the H20 route for this period was 155,717.

CCRTA supplied the Harwich Council on Aging with one Mobility Assistance Program (MAP) vehicle that provided 4,997 rides from July 2012 to June 2013.

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.

Report of the Cape Light Compact

Town of Harwich Activities

Harwich Representative – Barry Worth

Harwich Alternate – Valerie Bell

“As the continuing representative to Cape Light Compact, I would like to inform the residents of Harwich, that in addition to continuing energy conservation programs, this year we will see the capped landfill covered with about 15,000 solar panels which will generate enough electricity to supply all of the energy that the town uses for municipal needs and save the town over \$300,000 each year. The work started at the end of December and will be completed during the year. Take a look at the progress as you bring your trash to the site each week.

Another project in 2014 is the changeover of all of the town’s 1050 streetlights to new LED fixtures, which also save energy. There is no co-pay to the town and will also result in lower municipal streetlight bills.” – Barry Worth

Cape Light Compact is an intergovernmental organization consisting of the 21 towns and 2 counties on Cape Cod and Martha’s Vineyard. The Compact’s mission is to serve our 200,000 customers through the delivery of proven energy efficiency programs, effective consumer advocacy, competitive electricity supply and green power options.

POWER SUPPLY

Many of the same factors that influenced New England’s electricity prices in 2012 persisted in 2013. Most notably, the price of natural gas remained the most important driver of electricity prices, as the fuel used to produce more than half of the region’s electricity. While New England’s consumption of natural gas continues to increase, both for generating electricity and for heating, as gas displaces oil, 2013 has not seen any new pipeline capacity into the region. As a result, despite relatively low and stable prices for natural gas in other parts of the country, the gas transmission bottleneck into New England has continued to push our prices up.

So, what’s being planned to help relieve this constraint? First, ISO New England, the organization charged with operating the region’s electrical grid, introduced a “Winter Reliability Program.” During particularly cold periods of winter 2012/2013, there were periods when, because of the increased use of natural gas for heating, dual-fuel generators, or facilities that can burn natural gas or oil to generate electricity, were called on to produce electricity with oil, because of natural gas shortages. Unfortunately, many of these facilities did

not have enough oil on site to operate when called upon, simply because of the substantial cost of carrying a large oil inventory. The Winter Reliability Program will pay these dual-fuelled units to stock up on oil, so they can operate if called upon. In theory, this should help the region avoid a shortage of natural gas during cold snaps in the 2013/2014 winter.

Over the long term, most are looking to new or expanded natural gas pipelines into New England as the solution. There are challenges here too however, and the region's largest pipeline may not be expanded until the end of 2016. As a result, power supply prices in the first half of 2014 will increase substantially. We expect these prices to come down somewhat in the second half of 2014, but are not likely to fall below eight cents per kWh.

In 2013, 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 the most recent count, the Compact had 7,943 electric accounts in the Town of Harwich on its energy supply. Customers have a choice as to which power supplier they wish to engage, and are able to opt out of, and return to, the Compact's supply at any time with no charge. The Compact encourages customers to participate in competitive electric markets, and to be well informed consumers.

CONSUMER ADVOCACY

Since 1997, Cape Light Compact has advocated for the ratepayers of Cape Cod and Martha's Vineyard at the local, state and federal level. This consumer advocacy has saved customers over \$142 million and the Compact is currently fighting to prevent an additional \$20 million rate increase to residential customers.

ENERGY EFFICIENCY

Jan – Dec 2013	# of Participants	Customer Savings	kWh Saved	Rebates/Incentives Paid to Customers
Low Income	51	\$14,121.60	70,608	\$112,278.36
Residential	766	\$178,971.60	894,858	\$1,138,960.79
Commercial	37	\$106,923.00	534,615	\$217,412.78
Total	854	\$300,016.20	1,500,081	\$1,468,651.93

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:

- 1 ENERGY STAR® qualified home was built in the Town of Harwich.
- Cape Light Compact continues to bring energy education to the schools in the Town of Harwich through use of energy kits, materials, teacher workshops and school support. For the third year, the Compact was proud to sponsor and help implement “Energy Day” at the Monomoy School District’s 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, Harwich High School students and students from the Cape Cod Regional Technical High School.
- The Compact continues to sponsor the Middle School’s “Harwich Cares” club. Through their many outreach projects, the club won both state and national recognition for school year 2012-13 by the National Energy Education Development Project (NEED) and the MA Department of Energy Resources.
- One Government project at the Cape Cod Regional Technical High School in Harwich was funded \$95,057 to implement energy efficiency measures saving 129,085 kWh per year. The Monomoy Regional High School New Construction project and Harwich Fire Department received technical assistance from Cape Light Compact and CLC consultants in 2013. The demonstration phase of the LED Streetlight Initiative was also funded in the Town of Harwich in the amount of \$1,534.50, saving 3,069 kWh annually. Tony Molis from Cape Cod Regional Technical High School received Building Operator Level I Certification through CLC sponsorship.

Report of the **Harwich Cultural Council**

The Harwich Cultural Council (HCC) is a town appointed committee annually funded in part by the Commonwealth through the Massachusetts Cultural Council (MCC). Its goal is 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. Additionally, fund-raising and private gifts provide us with discretionary monies, which can be used for activities that meet MCC and HCC criteria.

The Committee

The HCC, with a maximum of nine members, has at present eight active members and one membership pending.

The Committee met eight times in 2013. This includes special meetings as well as monthly meetings on the second Thursday of the month at 4:30pm in the Brooks Free Library Thornton Room.

This year the HCC received a total of thirty-one grant applications for FY 2014 totaling over \$28,000 in funding requests. Through a standardized review process twenty-five cultural projects were partially funded for a total of \$11,224. They are as follows:

Grant Awards – FY 2014

Applicant	Project Title	Award
Music		
Friends of Harwich Town Band	Recorders for 3rd Grade	\$282
Harwich Port Merchants' Association	Free Musical Strolls	\$750
Harwich Historical Society	To End All Wars: Harwich & WWI	\$300
Arts		
Harwich Middle School	Provincetown Art Museum	\$700
The Marble Collection	The Marble Collection	\$400
Shawn Dahlstrom	All About Seven Art Exhibit	\$350

Theater, Language/Poetry

Harwich Middle School	Boston Colonial Theatre	\$500
Harwich Middle School	Shakespeare in the Middle	\$750
Eileen Harrington	"Eureka"-Chamber Repertory Theatre	\$400
Davis Bates	Celebration of New England for Seniors	\$400
Harwich Middle School	The Language of Dance	\$400
Cape Cod Lighthouse School	Dance with the All Stars	\$250
Cape Cod Repertory Theatre	I Wish You a Waltz	\$400

Humanities

Chase Free Library	Guest Speaker Series	\$300
Sheila House	Date Night Project	\$528
Harwich Middle School	Dance Outreach Program	\$100
Fellowship Health Services	Healing Arts Recovery Program	\$500
Cultural Center of Cape Cod	Rise and Shine	\$700
Melanie Braverman	Giving Voice to Those Who Give	\$300

Sciences and Environment

Ann Marie Dooley	New England Aquarium	\$282
Harwich Early Childhood Council	From Stem to STEM	\$800
Harwich Conservation Trust	Winter Talk Series/Meet the Farmers	\$400
Melinda Forist	May the FORCES Be with You	\$180
Harwich Middle School	New Bedford Whaling Museum	\$750
Wellfleet Bay Wildlife Sanctuary	Celebrate Spring in Harwich	\$500

2013 Activities

To date, twenty-three of the twenty-six cultural activities funded in 2013 have taken place. Of the three remaining two have been granted extensions and one event has been cancelled.

The trip sponsored by the HCC in May 2013 to Lake Como and Switzerland was a great success. Over \$4000 was raised by the HCC, which will be used to help fund the 2014 grant awards.

Additionally, the HCC sponsored trip to Costa Del Sol and Madrid, Spain in May 2014 has been highly publicized. The HCC will receive a commission for each participant. These funds will be used to support future cultural events that will benefit Harwich.

In June of 2013 the HCC hosted a reception for grant recipients at Brooks Academy supported in part by the Harwich Historical Society and local merchants. There were approximately thirty-five in attendance. A Harwich Middle School music group performed and student's artwork was exhibited. Feedback was very positive.

The HCC co-chair has been in contact with the Chatham Cultural Council chair to discuss how these councils can best collaborate to support the newly formed Monomoy School District.

2014 Goals

The HCC will increase its role and presence in the community by collaborating with other councils and community organizations. We will continue our outreach endeavors to the Chatham Cultural Council.

- The HCC will hold a reception to honor the 2014 grant recipients. Several grantees will be asked to give an overview of their projects.
- The HCC will continue its fundraising efforts by sponsoring a trip in the fall of 2014 possibly to England, Ireland and Scotland.
- The HCC will increase public awareness of upcoming events sponsored by the council by using a variety of approaches.
- The council will continue to strive to support high quality cultural activities that meet the needs of Harwich citizens.

Respectfully submitted,

Lynn Schweinshaut, *Co-Chair*

Paul Lagg, *Co-Chair*

Rose Anne Clarke, *Treasurer*

Lynne Lavieri, *Secretary*

Deborah Ferry

Florence Lofberg

Anne Leete

Sharon Mitchell

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	214
Motels/Cabins	\$75	7
Rubbish Haulers	\$100	6
Swimming Pools	\$100	28
Disposal Works Installers	\$100	68
Milk & Cream	\$10	14
Manufacture of Frozen Dessert	\$50	4
Shucking Permit	\$50	1
Stable	\$20/50	37/10
Funeral Directors	\$50	2
Mobile Food	\$100	12
Septage Carriers	\$100	24
Catering	\$100	6
Well Permits	\$55	14
Retail Sale of Tobacco	\$50	14
Recreational Camps	\$75	5
Sewage Construction Permits	various	215
Real Estate Transfer Inspections	\$110	291
Test Holes/perc tests	\$110/lot	622
Beach Operators	\$50	40

Total 2013 department revenue collected from all sources = **\$128,491**.
Overall revenues were **100.2%** compared to revenues collected in 2012.

Not itemized in the above list are \$95 for fees & donations from the October flu clinics; \$2416 for photocopies. We again filed to recoup expenses from medical insurance companies for the flu clinic and we were successful in receiving \$ 1858 for the clinics held in 2012. In addition, the Health Department Executive Assistant serves as the accounting and recording agent for trench permits administered by the Town Engineer. In 2013, 150 permits totaling \$4590 were handled by our staff on behalf of the Engineering Department. 95% of the trench permits relate to Health Department projects.

PROJECTS AND PROGRAM DEVELOPMENT

Technical Assistance to the Board of Health

455 licenses encompassing 20 categories were granted by the Board. 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 plans, 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. Most existing operations must follow approved operations procedures and are subject to intermittent inspections by department staff.

The Health Director prepared 44 cases for variances and hearings presented at 11 meetings conducted by the Board. This entailed a variety of subjects such as variance requests to upgrade sewage disposal systems; environmental impact review for subdivisions; show cause hearings for housing complaints; cemetery development; beach sampling protocol; hazardous chemical compliance plans; and, horse/stable management plans. The Health Director gathered research and prepared regulation changes concerning the use of fertilizers on individual lots. This model regulation was proposed by the Cape Cod Commission with recommendations for each town to adopt as part of water quality protection measures. After considerable review at two meetings, The Board decided while an important issue, this was not the vehicle to implement necessary change.

Community Development Programs

Project Review:

Health Department Staff reviewed and issued advisory opinions and/or permits for a total of **1148** projects in the following areas of Community Development:

- 215 Disposal Works Construction Permits for the installation of septic systems
- 291 Septic System Inspection Reports for Real Estate Transfer
- 71 Board of Appeals and Planning Board projects
- 571 Building permits

The Permitting, Engineering, & Planning Departments meet weekly to discuss topics of common interest and provide an opportunity for informal discussions with applicants of large scale and complex issues. New business ventures and expansion of existing sites such as Cumberland Farms, Cape Cod Gifts, Habitat for Humanity Housing; We Can; Open Cape; HECH Housing ; Crocker Rise; Bayberry Motel, Wequassett Spa Renovation, and Chamber of Commerce to name a few, scheduled discussions the past year. We have continued to monitor the progress of the County grant monies and Regional technology group working to develop model software for permitting groups. Development has been slower than expected and it was not until the year closed that we started to see any progress in the design and customization for

the Harwich system. We now meet at least twice weekly with the consultants for development issues and hope to begin in winter 2014 with product testing and training.

Direct Customer Service:

Over the past several years we have reported the amount of money collected for copies- This is a direct correlation to the amount of research and direct assistance we provide to the public. This year we collected **\$2416**. At 25¢ per page that figure is startling when translated into units of service- the amount of time to look up records, research files, copy and discuss with the client (*for comparison-2012- \$2053; 2009-\$1516*). All of the discussion at the administrative level concerning streamlining, increasing efficiency; consolidation of services; cost cutting; cross charging and resource reduction overlooks this quite obvious defect in the system. We employ administrative people to provide 9,664 equivalents of copies and all the associated production time to the public for items that in this advanced technological age should be available via the internet. The constant flow of direct service is a barrier to meeting other commitments and needs of the department. Once again, for the 8th year in a row, the Health Director *strongly* recommends the need to digitize the mountain of data stored in the permitting departments. Until our records can be provided digitally on the web for independent research, efficiency improvement and resource reduction cannot be readily accommodated. We continue to utilize an outmoded model for delivery of service.

Community Sanitation Programs

Food Protection Programs:

A total of 261 food service establishment inspections were conducted in 2013. The Family Diner, The Pleasant Lake General Store and Harvest Fine Wines & Spirits closed their doors this year. Fourteen new food service establishments were licensed this year. Andale! Café moved from its Harwich Center location to Harwich Port and was joined by Buckie's Biscotti and Yogurt on the Half Shell at 544 Route 28. Cranberry Valley Golf Course welcomed a new Food Service Establishment, Philbrick's into the clubhouse. Three new retail food shops opened this year; Dr. Cavity's, Cape Life Gifts and the 1816 House Gourmet. Four new residential kitchens were licensed to prepare non-potentially hazardous foods such as baked goods; Beach Way Sweet Shop, Michelangelo's Artisan Baked Goods, Michelle Pelletier and Frank's Cucina. Two new mobile food operators were licensed; Dog Days and Something Sweet Cape Cod and one caterer was licensed; Big Rock Oyster. Many hours of consultation, plan review and inspections went into the permitting of these businesses.

New regulations regarding mobile ice cream vendors were developed by the Department of Public Health. The new regulation requires that a separate permit be obtained from the local Police Chief by the mobile ice cream vendor; this permit can only be issued after a criminal history background check is done.

In February, our department responded after a blizzard knocked out power to dozens of food service establishments for several days. Health Department Staff made site visits to all establishments affected by the storm to ensure proper food safety precautions were being followed. It is important for all food service establishment license holders to have an emergency plan when it comes to power outages.

We responded to one food borne illness outbreak (laboratory confirmed) that involved more than 30 people across three Towns. With the cooperation of those affected, the restaurant owner, employees, as well as the State Epidemiologists, the source of the illness was quickly pinpointed and contained to avoid further illness. Through laboratory testing and extensive food history interviews it was discovered that the consumption of raw oysters contaminated with norovirus was to blame. This investigation ultimately led to the closure of the shellfish bed from which the oysters came.

We were able to roll out a new license renewal program for food service permit holders. This year, each food establishment with a viable email address received their annual license renewal package via email rather than a thick packet of documents by mail. This staff adaptability to the electronic environment has eliminated several weeks of administrative paperwork as well as a reduction of postal fees for the Department.

Swimming Pools:

Ensuring the health and safety of all people who use semi-public swimming pools is a primary objective of the Harwich Health Department. Responsibility is on the facility to demonstrate to the Department that there are sufficiently trained and certified Cardiopulmonary Resuscitation (CPR) staff and owners onsite who, while the pool is open, are trained and available by communication to respond to an emergency. Facilities are increasing the number of CPR certified persons they have on site, including condominiums which have been able to provide a CPR coverage calendar for the weeks of the season in which their pools are open.

In 2013, 17 facilities applied for, and received, a permit to operate a semi-public swimming pool in Harwich. Of the 17 facilities, 11 were issued permits at opening inspection. Of the 6 facilities unable to open at initial inspection, 5 were able to open within a couple days once the facility had met compliance of an opening inspection infraction (i.e. balanced chemicals, lab results received, etc.).

Sixty five inspections were conducted by the Department in 2013 compared to 35 inspections in 2012. The Town of Harwich was fortunate to have a returning Summer Sanitarian whom aided the Department in providing each facility several routine inspections throughout the summer. Routine inspections contribute to pool operators maintaining regulatory compliance throughout the season. The most common issue is chlorine levels exceeding ideal range. The Department is continuously requesting facilities and Certified Pool Operator (CPO) companies to upgrade to test kits capable of measuring chlorine levels to .2 parts per million. As many facilities hire CPO companies weekly throughout the season and to “open” a facility, the Department continues to work toward improving communication with CPO companies so that they are also addressing the facilities’ requirements of the permit.

Water Quality Protection:

The results of water quality sampling from the 2013 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 13 week program. BCDH&E obtains funding for all of the town’s marine beach monitoring and provides freshwater monitoring at no charge.

In 2013, 336 water quality samples were taken at Harwich beaches - 26 public beach locations and 14 semi-public beach locations. Ten public beaches have a variance from Massachusetts Department of Public Health (MDPH) which allows for monthly sampling of water quality. Seven beaches qualified for surrogate sampling (2 public, 5 semi-public) and were able to use test results from a contiguous beach to indicate water quality.

The Town of Harwich had a sampling success of 99.7% for all public and semi-public beaches. Similar sampling success (97%) was had by culminating the data for bathing beaches from 14 towns on Cape Cod. One sampling exceedance occurred at a public freshwater beach in Harwich. 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 exceedance, 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	336	4,422
Total exceedance	1	133
Sampling Success (as a %)	99.70%	96.99%

All beach signs have been “refreshed” for the start of the 2013 beach season. With the high usage rate of internet enabled mobile phones, all signs now have information on how to find water quality information online. The Health Department “Water Quality” website link can also be used by the public to access information on the town’s bathing beaches, frequently asked questions on water sampling, fact sheets on algae blooms including how to protect your pets, and links to the Harwich Water Quality Task Force to learn more about nutrient related ecological water quality issues. The Health Department website, including the Water Quality link, is regularly updated and is an excellent resource for the public.

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.

Safe and Sanitary Housing:

During 2013 there were 62 inspections/investigations 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. On occasion, we are asked to assist the Counsel on Aging and Fire Department in handling cases of hoarding and general housing well being. These cases are quite complex, generally sensitive in nature, require much discretion and are sometimes insoluble.

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 47 sites in town, residential and commercial that house over 150 horses. This is an area that has grown dramati-

cally in the last decade, particularly as other towns have passed zoning restrictions with minimal lot sizes for the keeping of animals. (*No such restrictions exist in Harwich. Animals on small lots in dense residential areas are not always the best neighbors and are the cause of most complaints*). In 2001 we issued 21 permits, increasing to 26 permits in 2007 and now issuing 47 in 2013. 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. Several cases were brought to the attention of the BOH for repeat infractions concerning improper manure management practices and a return to compliance program was initiated.

Community Health Programs

Nursing Programs

The Health Director administers and manages the service contract with the VNA. This contract covers staffing for flu clinics; maternal-child care visits for first time mothers; communicable disease investigation and reporting requirements; and monthly childhood immunization clinics.

The Health Director attended training classes and registered the town with Commonwealth Medicine- a clearinghouse-billing center available to local towns to submit insurance claims for public flu clinics. We were able to recoup over \$1857 in insurance coverage for 2012 clinics and expect similar results for the 2013 claims. Our clinics and home visit program reached over 500 patients this year.

Education & Employee Wellness Programs:

Shortly after the Town of Harwich joined the Cape Cod Municipal Health Group, the Health Director was asked to represent the town on the Wellness Committee. This is a committee of five to seven individuals whose charge it is to plan, institute and oversee programs for the 10,000 +/- subscribers within the 56 units of the CCMHG. This committee oversees a budget of approximately \$150,000 allocated to a variety of wellness incentive programs and two consultants. One consultant serves the 17 units on Martha's Vineyard and another serves the 39 units on Cape Cod. It is certainly beyond the scope of CCMHG to attempt to contain spiraling health care costs by changing the medical and insurance industry, but, it is within our scope to try to contain costs by better managing subscriber wellness thru promoting preventative measures and encouraging behavior modification. For FY13 our program offerings included a variety of options to encourage better participation. The intense HIP (Health Improvement Program) and Anti-Smoking Program are big ticket items per participant but offer the best strategies for improved health and behavior modification. We continued our Biometric Workplace screenings

(30), and quarterly newsletter. We introduced our Brown Bag Lecture Series and a very successful computer based Walking Works Program that drew over 300 participants. Each Unit still has the opportunity to apply for a small grant to promote wellness within their unit. A new program launched in 2013 was the Cancer Screening Reward Card. A brochure was sent to all eligible members offering cash reward for participating in certain preventative cancer screenings.

The Health Director continues to coordinate employee wellness:

- Disseminate the CCMHG Wellness information to employees
- Encourage participation in education and fitness programs:
- 132 employees attended the flu clinic
- Newsletters and health topics of interest such as ticks, heat, flu prevention, health recipes, food borne illness disseminated to employees
- Effort to host anti-smoking class did not meet minimum participation requirements
- \$600 grant received from CCMHG to promote wellness. Program developed to offer employee \$\$ rewards of \$25-50 to defray costs of attending fitness classes. 14 rewards distributed
- Worked with Recreation Department to develop more after work offerings for employees. Flash Fitness offered fall and winter @ 4:15 drew several participants. Grant paid for the nominal \$10 registration fee
- Worked with Recreation to develop a walking team for the 'Walking Works' Program. Four employees participated logging 360 miles during the two month challenge.
- Health Director also acts as liaison / coordinator for MIIA Town Insurance EAP issues. Several webinars were offered including 'Responding to Difficult Situations', and 'Motivating Employees'.

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 have been operating this clinic for over 7 years utilizing Incident Command and as an emergency management drill. The smooth operation makes this appear to be a simple endeavor. Anything but!! We start weeks in advance with planning, procurement of supplies, technical and non-technical training, registration, and publicity. Crews arrive on site many hours before the clinic for facility preparation. We had a completely different flow and operations plan

this year and really ramped up the complexity of the clinic. All of these tasks helped us to practice different components of our emergency dispensing plan:

- Operation of 3 separate clinics simultaneously
- Mobilization of a computer center
- Triage of clients into 3 groups
- Individuals requiring additional assistance
- Availability of a translator and a behavioral health specialist on site
- 2 Potassium Iodide dispensing stations at clinic exit
- Seamless reduction from 3 clinics to 1 clinic halfway through event
- 'Just in time ' training and orientation as staffing was provided from the following sectors:
 - Harwich Emergency Management Team
 - Employees from twelve different Harwich Town departments
 - Board of Selectmen
 - Monomoy Regional School
 - Harwich Citizens Corps -Medical Division
 - Harwich Citizens Corps
 - County Health Dept
 - Cape Cod Medical Reserve Corps
 - VNA

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*
Amy K. Morris, RS, *Senior Health Inspector*
Meggan Tierney, RS, *Health Inspector (part time position)*
Carol Genatossio, *Executive Assistant***
Patricia Sampson, *Administrative Assistant***
Sandra Howard, *Recording Secretary*

** also encompasses Conservation Department

Report of the **Board of Health**

According to the National Center for Disease Control and Prevention over forty-eight million people fall sick yearly by eating food tainted by salmonella, campylobacter, E. coli and other contaminating bacteria: more deaths were attributed to poultry than to any other consumable commodity. Especially in the wake of a national poultry salmonella outbreak, it behooves us to re-examine, re-assess and intensify efforts to prevent outbreaks by employing accepted preventive measures and best practice protocols. The painful conclusion is that most outbreaks are preventable and reflect breaches of protective barriers. Wisdom should dictate that regardless of attractive packaging or labeling poultry should be considered potentially lethal until rendered consumable only after appropriate preparation and sterilization when exposed to temperature of 165 degree Fahrenheit verified only by meat thermometer. The adage of “all fowl is foul” deserves re-emphasis.

In the past the toilet bowl was considered as the biggest reservoir of bacterial flora with newer studies revealing that the kitchen sink deserves that dubious distinction. Not to be overlooked and deserving equal address is the ubiquitous, contaminated touch-screen on so many of our popular electronics. The common denominator of prevention in hand to mouth transmission is hand washing.

Among the daunting challenges in the coming year is addressing the appalling incidence of suicide especially in our younger age group. Submitting to a candid introspection we must be able to answer the question as to why we promote the pathway to our Cape oasis, while our adopted paradise also serves as the pathway to despair and self-destruction. No limit of resources is justified in efforts to abort this senseless waste of precious humanity.

A downward trend in tobacco usage and sales may reflect success in the continuum of our tobacco initiative. While achieving a modicum of success in this endeavor, not to be overlooked is the important and voluntary effort of our pharmacies in abolishing sale of tobacco and its carcinogenic potential.

The marijuana referendum has opened up the proverbial floodgates. We consider this decision to be the abomination of our day. While mired in the deep trough of frustration: while trying to negotiate the slippery and steep slopes of resolution, we find ourselves facing a crucial crossroads of option choosing. Should we yield to the expedient of legalized unregulated marijuana usage and accept the consequence scourge? Should we as responsible citizens craft a plan of corrective action that dignifies a proud moral compass which can serve as a template of behavior for future generation? The time for decision is now.

As members of the Board of Health we are fully aware that our mission would lie fallow were it not for the support of our excellent, talented administrative staff under superb leadership. As true professionals they deliver their product with boundless alacrity. To these heroines we express our deepest admiration and gratitude.

Respectfully submitted:

Stanley L. Kocot, *Chairman*
Mary Jane Watson, *Co-Chairman*
Pamela Howell, R.N.
Robert Insley, M.D.
Frank Boyle

Report of the **Harwich Housing Authority**

To the Honorable Board of Selectmen and the Citizens of the Town of Harwich

The relocation of the Harwich Housing Authority office to the shared space with the Chatham Housing Authority has worked out very well. Harwich now has an office that is open five days a week rather than one and a half and with staff on hand we are able to run more efficiently. Our Board is currently short two members, Pam Parmakian relocated to western Mass. and Tom Kilbourne, who was our State Appointee, took a job that had him traveling out of town regularly. The State has been notified, and is seeking someone to take his place. No one has been found to finish out Pam's term.

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 government 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 through the Department of Mental Health which has a total of eight (8) special needs units in a single owned building.

In 2013 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.

Projects being funded with Community Preservation Act funds approved by Harwich Town Meetings:

The Rental Assistance Fund is still going strong and we requested and received \$300,000 in additional funds at the May 2012 Town Meeting; currently we are assisting 17 households. We have assisted 56 households since the program started.

Harwich "Buy-Down" Program has received \$75,000 in 2013 and with the \$70,837 left from the previous funding we are looking to help fund two more houses.

We have been working with Housing Assistance Corp. for our Mortgage Assistance Program; currently there is just over \$10,000 in that program. We have been able to help several families this past year.

We continue to contract with the Chatham Housing Authority for management of the HHA. John Stewart. handles the daily activities of the HHA. David Chausse 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 2013 and looks forward to a productive 2014. 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:

Robert MacCready, *Chair*
John Stewart, *Executive Director*
Shannon McManus, *Treasurer*
David Chausse, *Maintenance*
William J. Doherty, *Member*

Report of the **Harwich Housing Committee**

The Harwich Housing Committee (HHC) coordinating with the Harwich Housing Authority (HHA) is charged by the Board of Selectmen (BOS) to work towards diverse solutions to address the Affordable Housing shortage in Harwich and to further advance towards 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 shrinking 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 2013. However, the HHC remains optimistic that these matters will be addressed and the projects will move forward.

The status of Harwich's Affordable Housing ongoing endeavors in the calendar year 2013 are as follows:

1. The development of the Housing Rental portion of the "old Recreation Building and West Harwich School" sites will be revisited in 2014.
2. The "American Dream I" program (home ownership on town donated land) has been completed on three of the four designated sites by the Harwich Ecumenical Council for the Homeless (HECH) under the supervision of the HHA. The remaining site ownership is being contested. The BOS has been asked to follow up with the Town Attorney.
3. The "American Dream II" program (a duplicate of the "American Dream I") has been deferred at this time due to environmental issues.
4. "Buy Down Program" – first time home ownership (meeting affordable income criteria) involves a "grant" towards the purchase of an existing home (3x) from funds made available by the BOS's Affordable Housing Fund and a Community Preservation Grant in the 2010 ATM. Additional funding from both sources has been requested and awarded in 2013 to continue this program. This endeavor is a joint effort of HHA and HHC.
5. "2nd Story" – this grant program was aimed as an incentive for commercial owners to develop rental apartments on their property for affordable income eligible families. This program was delayed due to ongoing poor economic and real estate market conditions. Reconsideration of this program has been undertaken. The program has been deferred and funds returned to the Affordable Housing Fund.

6. HECH's proposed expanded rental project (20) on the grounds of 93/97 Route 28 in West Harwich is being pursued with application for major funding from the state. Local funding sources (\$745,000) from both the Community Preservation Committee (CPC) and the BOS's Affordable Housing fund are already in place. A delay in this project was experienced early in 2013 due to staffing vacancy.
7. The HHC continued its attempt to have the Administration and/or the 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 CPC's Article 9 of the 2011 May STM. No expenditure of funds has taken place to date.
 - b. No action has been taken on some twenty-eight (28) small parcels for "Taking for Delinquent Taxes" (6 years or more).
 - c. The Town's Willow Street parcel designated for Affordable Housing at the 2001 ATM remains in "limbo" notwithstanding for written requests in 2013 by the HHC regarding its legal status.
8. The HHC continues to maintain awareness of and acquire updated information/direction regarding plans, policies, regulations, etc. affecting Affordable Housing in Harwich. Among the plethora of issues, the following are the most significant issues tracked by the committee:
 - a. East Harwich Village Center Incentive (EHVCI). As previously reported, a "draft" of the proposed zoning and National Resource Protection District (NRPD) changes were submitted by the EHVCI Collaborative to the Planning Board in May 2011. The HHC believes that the "draft" as submitted was inappropriate and not in the best interest of all existing property owners in the NRPD and in the EHV Center for future Affordable Housing endeavors. The BOS has charged the Planning Board to address potential zoning changes in the EHVC only and include some provisions for Affordable Housing.
 - b. The Comprehensive Waste Water Management Plan (CWWMP). A "draft" proposal was reviewed at a Public Hearing on January 19, 2013. Financial considerations/conflicts with other Town projects especially the Regional High School Construction has/will push the entire sewerage program into the future with initial effect on Housing issues ten or more years away.

9. "Senior Housing" – The HHC has followed up on the "Repurpose" Committee's intent for the Harwich Middle School when it is declared surplus by the Monomoy Regional High School in June 2014. The Town of Yarmouth is currently renovating a surplus school building into 68 units for Senior Housing. The Town of Sandwich is currently proposing a similar project with the same Developer for their surplus school building. Other considerations being entertained by the "Repurpose Committee" are Regional Dispatch Center, and "market rate" housing. A general RFP will be issued in early 2014.
10. "Land Acquisition" – In recent years the availability of Town-owned land for designation and subsequent 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. Notwithstanding the HHC continues to explore land acquisition through the Real Estate and Open Space Committee and encourages property owners to think about Affordable Housing Projects and possible Town involvement. Please note that the Town of Harwich has donated only 90 +/- acres of Town-owned land, whereas other endeavors have acquired hundreds of acres; Harwich Conservation Trust/Harwich Conservation Commission almost 2,000 acres, Golf 200 +/- acres; Cemetery 200 +/- acres, etc.
11. Subsidized Housing Index (SHI) – Harwich added three units to the SHI in 2013
12. New Affordable Housing projects that surfaced in 2013 are as follows:
 - a. The HHC was instrumental in encouraging Habitat for Humanity to purchase a two acre site in North Harwich (1092 Oak Street) with funding from the Affordable Housing Fund. As of 12/31/13, all local approvals have been obtained for seven (7) homes. Habitat is now in the process of securing DHCD final approval, construction financing, and will proceed with this project in 2015.
 - b. 1369 Orleans Road is a private developer's plan to build twenty-five (25) two bedroom cottages with seven (7) affordable units as part of a 40-B project.
 - c. 1404 Orleans Road is a proposed Non Profit development sponsored by "Cape Cod Village, Inc." for Adults with Autism. The project will consist of four housing structures each accommodating four (4) adults and provisions for 24/7 staff personnel. Upon completion, Harwich will receive credit for 16 affordable units.

The HHC will continue to periodically advance new approaches, programs, and projects now in early conceptual stages based upon availability of resources (land and funding). The HHC will move forward in meeting our mission statement 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 support of the citizens of Harwich in our effort to reach the 10% goal employing the various approaches discussed in this annual report.

Finally, we thank the Community Preservation Committee's funding recommendations to the Town Meetings over the past years.

Respectfully submitted,

David Purdy – *Secretary*

John McGillen

Mary Louise Secola

Report of the **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 2013. Brooks Free Library is a municipal library, governed by a seven-member elected Board of Trustees. Diane Schoenfelder left the Board at the end of her term this year, and we'd like to thank her for her service. Incumbent William Crowell was re-elected and Ann Emerson was elected to the Board in May. We're pleased to report that FY13 was another busy year at the Library. Statistics for the past ten years are included at the end of this report.

A major accomplishment this year was the completion of our latest five-year strategic plan, covering FY2014 – FY2018, which was finalized in October. The new Long Range Plan focuses on providing the community with access to ideas and information on a broad array of topics that enhance their ability to manage, improve and enrich their lives. We do this by providing a physical collection of books other materials and by providing users with free access to electronic resources such as e-books, downloadable audio, articles from journals and magazines and other online resources. The Library also provides opportunities for community members to explore popular cultural and social trends through our collections and resources and through programs that foster intellectual curiosity and personal enrichment. These programs enable residents to interact and build relationships with people from other demographic groups and segments of the community. The plan also acknowledges the growing demand for technology services. In addition to providing public access to hardware, software and 24/7 wi-fi service, staff members help users develop technology and digital literacy skills. This function is vital to ensure all community members can take advantage of employment, educational and personal opportunities now and in the future.

Over the past year, while still finalizing the Long Range Plan, we began taking steps to better enable us to meet the demand for technology services. We had little funds in our budget and trust funds hadn't been adequate to keep our technology up-to-date. We prepared a Technology Replacement Plan and submitted an article requesting \$29,000 to help us catch up. We'd like to thank the Selectmen, Finance Committee and the voters for supporting that article at the May 2013 Town Meeting. With this funding we've begun the process of upgrading hardware and software.

In July we selected Emily Milan, an internal candidate, to fill a part-time Staff Librarian position. This position functions as our electronic resources coordinator, responsible for keeping staff up to date on emerging technologies and developing a comprehensive technology assistance program for the public. We filled this part-time position without additional funding by realigning other part-time positions in a reorganization we implemented this year. Filling this position enabled us to begin expanding our technology assistance this fall. Regular "Tech Talks" are now held on Tuesday evenings and Saturdays, so both retired and working-age people can attend. These workshops have been very popular, with topics including Email Basics, I-pad Tips and Tricks, Digital Photography, Photography on I-phone, E-readers and Tablets, and Google Drive. We also continue to offer regular weekly drop-in E-Book Help. Technology assistance is always available at the Reference Desk, though at busy times it's not always possible to give patrons our undivided attention. To reduce this problem, in January 2014 we began a new service called "Book a Librarian." Patrons can now schedule an appointment for one-on-one help with technology questions.

While circulation of books, audiobooks and movies and use of other library services remains strong, use of electronic resources remains the fastest growing area of library use. CLAMS libraries continue to make a concerted effort to expand the number of titles in our e-book and downloadable audiobook collection, though publisher restrictions make it difficult for us to meet the demand. The American Library Association is leading a national campaign to ensure publishers make all e-books available to libraries at a reasonable cost. There is a long way to go, but at year's end things seem to be moving in a positive direction. This year we've added another source of e-books for kids, called Tumblebooks. Our subscription provides users with free access to online e-books for pre-readers up through high school. The collection includes talking animated storybooks, read-alongs, chapter books, graphic novels, classics & audiobooks. Another electronic resource added this year was the digitized Central Cape Press newspaper, which was published in Harwich from 1949 to 1958. This digitization was completed with Community Preservation Act funds approved at the May 2012 Town Meeting. This project completes the

digitization of the three historic Harwich newspapers. In 2005 the Cape Cod Five Cents Savings Bank digitized the Cape Cod Republican, covering 1862-1864 and the 1872-1949 Harwich Independent was digitized with Community Preservation Act funds in 2009. All three digitized newspapers are available to the public at the Library and the Harwich Historical Society.

The FY2014- FY2018 Long Range Plan also reflects the expanded role libraries are playing in helping communities prepare for and recover from a disaster. Libraries have always been about connecting people and information. In a disaster, this role becomes even more important. This expanded role for libraries in disaster recovery is now being called “Ports in a Storm” or “Libraries as Second Responders.” We’re happy to report Brooks Free Library has been at the forefront of this movement in Massachusetts. We got the chance to put this concept into practice after the blizzard on February 8 – 10, 2013. Power outages were widespread, so we implemented our plans to help the community by opening from Noon to 4 pm on Monday, February 11th, providing normal library services while also serving as a community warming site. We’re not normally open on Mondays, so we weren’t sure if anyone would even know we were open. We put the word out on our website and through Facebook, Twitter, local newspapers and radio stations. The opening was extremely successful! Despite the fact that it was not a normal day of operation, over 300 residents were served. 373 books, movies, magazines and other items were checked out in those 4 hours, a circulation per open hour consistent with many normal mid-week days. In addition to checking out materials, many families and individuals stayed for lengthy visits. They used the public computers and wi-fi, read newspapers and magazines, played board games, charged their cell phones and devices, and just enjoyed being out in the community, chatting with other library users, after several days of isolation at home.

Library Director, Ginny Hewitt, is a member of Coordinated State-wide Emergency Preparedness (COSTEP MA) a state-wide committee that brings emergency management, first responders and members of the cultural heritage community such as libraries, historical societies, museum and archives together to foster collaborative planning and coordinated response to disasters and emergencies. Harwich has been selected as the next community to begin a local initiative, the first in southeastern Massachusetts. Working with Emergency Management Director Lee Culver, we held an initial planning session in November with Town Planner David Spitz, Deputy Fire Chief Kent Farrenkopf, and Jeremy Gingras, Director of the Chamber of Commerce and Chair, Brooks Academy Museum Commission and will hold our first community meeting in January 2014. The purpose of this initiative is to identify municipal and non-municipal cultural heritage resources, to assist them with disaster planning and to ensure information on their resources and needs are communicated to

emergency management officials and first responders. The Library Director will serve as the Cultural Resource Triage Officer on the local emergency management team.

Promoting the development of early literacy skills and school readiness in young children and supporting the education of school-age children have always been priorities for libraries. We have regular Story-times, Creative Movement, and Mother Goose on the Loose, a pre-literacy program for infants and toddlers, as well as an active Homework Center and afterschool activities. This year we've enhanced our programming for youngsters by providing more focus on STEM, Science Engineering Technology and Math. We provided a Story Walk at Bank St. Bogs this summer in conjunction with the Harwich Conservation Trust - a great way to get families out walking and enjoying nature while also promoting literacy. In September we began offering bi-weekly Science Story-time for pre-schoolers where a story is followed by experiments and activities related to theme of the book. We also began monthly Building up STEAM/Engineering Challenge on Saturdays. Originally targeted at elementary and middle school students, it quickly attracted family members of all ages and became an intergenerational program.

The Library provided 1019 programs this year, with 10720 attendees. Ongoing programs such as morning and evening book groups, writers groups, Knit-Lit, the Greatest Generation Meets, Mah Jong, Scrapbooking, Homeschoolers and after-school Lego Club meet on a weekly or monthly basis. New programs added this year included Memoir Writers led by Dr. Jay Anderson, Crafty Saturdays for adults and an afterschool Kids Kinect program.

Special one-time programs consist of performances of musicians, drama groups, storytellers and magicians. Informational programs included "Organic Cranberry Farming" with Leo Caukones, "Information for Job Seekers" with Career Opportunities, Hyannis Unemployment Office, "The Harwich Exchange" with Bob Doane, "Henry Beston's Cape Cod," and Michael Tougias' talk about his book "A Storm to Soon." We partnered with the Historical Society for Jim Coogan's presentation on "Slavery, Indenture and the Abolition Movement in Pre-Civil War Cape Cod" and Amanda Chilaka's talk about her new book "Early Cape Verdean and Portuguese Genealogy of Harwich, MA." One-on-one instruction on assistive technology was provided to people with vision loss through our VITAL program (Vision Impaired Technology Assistance at the Library.) Musical programs included performances by Just Plan Folk and the Cape Cod Chamber Ensemble. The Friends of Brooks Free Library continued their very popular "First Sunday" series of programs on the first Sunday of the month from Sept. through May. This year's offerings included retired Harbormaster Tom Leach's talk on Harwich maritime history, a talk on the history of the Cape Cod Baseball League, a performance of the Bluestone

Group of the Cape Rep Theatre and a performance of Broadway show tunes. The Friends also sponsor our Summer Reading Program, funding special programs almost every day for the entire summer. Highlights of the many programs for children and youth include performances by the Otha Day Drum Circle (partially funded by the Harwich Cultural Council), Trevor the Juggler, the Harwich Junior Players, Rainforest Reptiles, Story-time with the Mariners and numerous craft programs. This summer was our second year presenting the popular Thursday night "Movies in the Park" in Brooks Park. Six movie nights were scheduled from July to mid-August. Three were cancelled because of rain, but the movie nights that were held attracted good crowds.

Assistive Technology Coordinator Carla Burke spoke to a number of community groups again this year, publicizing our instructional program that teaches people with vision loss to use assistive technology and other services we offer people with disabilities. Among other activities, Carla spoke to the Cape Cod Affiliate of the Blind Veterans Association, the Chatham-Harwich Sight Loss Support Group and the Chatham-Nauset Lions Club. She was also interviewed for a lengthy feature on the Massachusetts Commission for the Blind's "Horizons" program that aired statewide on the Massachusetts Reading Service in September. This year Carla also developed procedures for use of our new assistive listening system for the meeting room, purchased by the Friends of Brooks Free Library. The system uses receivers to bring sound from the microphone(s) directly to the users' ears, eliminating interference from background noise - a vast improvement over traditional wireless microphone systems. The assistive listening system is regularly used for library programs and greatly improves the ability of people with hearing loss to participate in discussions and programs.

We continue to work on preservation, maintenance and repair of the physical plant. A major project to replace components of the HVAC system, funded by the Cape Light Compact, was completed this year. The Highway and Maintenance Dept. added an exit ramp from the upper parking lot and installed lights in the upper lot. Funds were approved at the May 2013 Town Meeting to begin replacing the aging carpet. Additional funds to complete this work will be sought this year. We wish to thank Highway and Maintenance Director Lincoln Hooper for his support during the year. We appreciate his time and concern regarding our many maintenance issues and his ongoing communication with our Building & Grounds Committee as they worked to resolve maintenance concerns. We're grateful to the Town for beginning the consolidation of building maintenance by creating the Facilities Maintenance Manager in the Highway and Maintenance Department. The position was filled in November and we're already seeing the benefit of having this technical assistance in-house.

We would like to extend our sincere appreciation to the Friends of Brooks Free Library for everything they do to support the Library. Since their incorporation in 1974, the Friends have supported the Library by providing materials, equipment, museum passes, programs and much more. In addition to activities already mentioned, this year the Friends purchased a new couch, armchairs and tables for the Mezzanine. We would also like to thank all of the volunteers who week in and week out graciously give of their time to support the Library, providing valuable assistance to our staff, the Chatham-Nauset Lions Club for their continued support of our VITAL program for people with vision loss, the Harwich Garden Club for the love and care they provide to care for the beautiful landscaping they created on the island in our parking lot, the blooming barrels by the Main St. entrance and the monthly floral display. This year we'd also like to thank the Woodworkers Group of the Chatham-Harwich Newcomers for the installation of beautiful custom-built shelving in our Young Adult area. In addition to providing needed shelf space for books, the shelves completely transformed the appearance of the area.

Library Staff

Library Director:	Ginny Hewitt
Public Services Librarian:	Suzanne Martell
Reference Librarian:	Jennifer Pickett
Youth Services Librarian:	Ann Carpenter
Staff Librarian/Admin Assistant	Emily Milan*
Assistive Technology Coordinator:	Carla Burke *
Senior Library Technicians:	Gordon Benoit *
	Joanne Clingan *
	Nicole Hansen*
	Phil Inman *
	Lee Kelley*
	Emily Milan *
Library Technician:	Pam Paine *
	Lisa Eagar
	* <i>part-time employees</i>

Substitute Circulation Assistants were Adrienne Eldredge, Margaux Fortier, Lynn Graziadei, Cathy Howard, Sarah Idman, Christine Kaufmann, Vince Kraft, Jackie Leach, Christina McManus, Judy Nichols, Linda Quinlan and Melissa Stello.

Trustee Meetings

The Trustees welcome your input at our meetings, which are held at 7 pm at the Library on the second Wednesday of the month. The agendas, minutes and reports are posted on the Trustee section of our webpage, www.brooksfreeibrary.org/brooks/trustees.asp. 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

Mary Warde, *Chairman*

Joan McCarty, *Vice Chairman*

William D. Crowell, *Treasurer*

Kathleen Remillard, *Secretary*

JoAnne Brown, *Co-Chair, Building and Grounds Committee*

Jeannie Wheeler, *Co-Chair, Building & Grounds Committee*

Ann Emerson

Ginny Hewitt, *Library Director*

FY2004 – FY2013 Statistics

	Open Hours	Items Checked Out	Circ per Open Hour	Inter- library Loans	Holdings	Card- holders	Reference Questions	Public	
								Computer & Wifi Sessions	Program Attendance
FY2004	2066	145212	70.3	29264	55784	11661	11416	22784	625 9351
FY2005	2038	151871	74.5	33236	59565	12308	12263	24215	745 8765
FY2006	1848	156630	84.8	37849	63041	13108	12126	33044	856 9925
FY2007	1796	169529	94.4	44147	66393	13370	13866	38844	665 8368
FY2008	1980	193024	97.5	52435	68620	14298	13183	40930	609 10766
FY2009	1970	211719	107.5	61304	70454	11936	15035	45926	838 11477
FY2010	1978	225385	113.9	65829	72620	12606	15471	48862	934 10861
FY2011	1993	233533	117.2	71517	76093	12702	15626	49620	978 10657
FY2102	2004	235597	117.6	70730	81688	12573	15861	50238	894 11990
FY2013	1981	235941	119.1	68663	85450	12379	16472	54721	1019 10720

Report of the **Treasure Chest**

The purpose of the Treasure Chest is to recycle GOOD, CLEAN items including clothing.

The Treasure Chest has new leadership as of this year.

Chairwoman:	Deborah DeVaney
Vice Chair:	Mark Koopman
Clerk:	Denice Soucy

We are operating with the same hard workers with a couple of new hands. We appreciate our customers that bring good recyclable items. While others are able to come in to take; some bring in articles and take others.

1. We collect items for the homeless and also for those in need. Blankets, microwaves, pots and pans etc.
2. We collect items for ASPCA to use. Carriers etc.
3. Also collect for the Sampson Fund.
- 4 . We save Boy Scout things
5. We save Bibles

I, Pauline Ashton, have been the most blessed person in Harwich. I have made many friends over the years and enjoyed the work. Except for the report to the Selectmen (no public speaker) but they were so kind and understanding. Sandy and Ann in the Town Selectmen's office assisted to get the work done properly. Lincoln Hooper and all in the Highway Department have always been helpful. Mike, Dave and the Transfer Station employees have been ready to assist and keep the place clean. They all have been what has kept the Treasure Chest working. The Harwich Police were able to help us solve problems. To each and everyone, I sincerely appreciate all of your thoughtfulness. You all have made the Treasure Chest a successful place.

Respectfully Submitted,
Pauline Ashton, *Volunteer*

Report of the **Harwich Veterans' Services**

To the Honorable Board of Selectmen and the Citizens of the Town of Harwich:

The following report is of the activities of the Department of Veterans' Services for Calendar Year 2013. Our duties are categorized in two basic areas: Benefits and Services.

Commonwealth Low-income Benefits:

This program is covered and authorized under Massachusetts General Law Chapter 115. It provides financial assistance to honorably-discharged, veterans who establish need and worthiness and are residents of the Town of Harwich. During the year the Town, through our office, extended benefits to qualified veterans totaling \$41,300 for housing, food, heat, medical and other related costs. The amount expended was reimbursed to the Town by the Commonwealth at a rate of 75% of total expenditures.

Federal Benefits and Services:

We assisted veterans and their dependents in obtaining federal, state and local benefits under the broad umbrella of the Department of Veterans Affairs. These services included payments for service-connected disabilities, pensions, education, medical, burial, medals and records. During the year, this office assisted in obtaining over \$3.3 million in cash payments for service-injury compensation and pensions for Harwich veterans and their dependents.

We would especially like to thank the Town Administrator and Finance Director and the town's veterans' organizations for their assistance and support throughout the year.

Contact Information:

We encourage all veterans and their dependents to utilize our services. Office hours in the Harwich Town Hall are Tuesday, Wednesday and Thursday from 9:00 AM to 4:00 PM. The phone number is 1-508-430-7510. Veterans may also contact the main office in Hyannis five days per week at 1-888-778-8701.

In Service to Veterans,

Wilfred Remillard, *Veterans Service Officer - Town of Harwich*

Harry Rae, *Veterans Service Officer - Lower Cape*

Edward F. Merigan, *Director/Veterans Agent - Barnstable District*

Report of the Voter Information Committee

Purpose: to inform and prepare voters on issues to be addressed at Annual and Special town meetings and the local annual election and to encourage voter registration and participation.

We respectfully submit the year-to-date report of the Harwich Voter Information Committee (VIC) for 2013.

Highlights:

- **January** VIC submitted its committee report for the 2012 Annual Town Report and initiated its planning for 2013 again focusing on how best to provide Harwich voters with relevant and topical information. The committee also reviewed its 2012 recruiting efforts with the Council on Aging, Harwich High School, Cape Cod Young Professionals, continued use of channel 18 and the Town's web page for the Voter Information Committee,
- **February** Research intended to clarify the role of the Voter Information Committee started.
- **March** At the end of the month, Chair Joanne Rys led a panel discussion broadcasted on Channel 18 on the *Financial State of Harwich* covering the current status of town and school finances. Panel participants were: David Ryan, Carolyn Cragin, Linda Cebula, Jim Merriam, and Jonathan Idman. With the election calendar and deadlines in hand from the Town Clerk, the committee reviewed the various seats up for election and decided to host a "Meet the Candidates" broadcast.
- **April** To provide Harwich voters an opportunity to gather more information on up-coming articles on the Town Warrant, VIC hosted two "Pre-Town Meetings." The programs were televised this month by Channel 18 and covered the significant articles. Peg Rose and Chris Joyce lead the discussion; participants were Norm Clark, Fire Chief; D. Sadoski, Rec & Youth; John Rendon, Harbor Master; Caroline Carey, Community Center Director; Joanne Brown and Mary Warde, Library Trustees.
- **May** Shortly after nomination papers were filed, the Committee invited all candidates running for office to participate in a televised "Meet the Candidates Night." Candidates for Monomoy Regional School Board and Board of Selectmen participated and focused their presentations on reasons why they were running for office and skills they would bring to

the offices. Participants were: Linda Cebula and Ed McManus – Board of Selectmen candidates; John O'Brien and Ed Jaworski – School Board candidates

- **June** In preparation for the committee's request to the Board of Selectmen to reinstate a section that describes the purpose and make-up of each board, commission and committee in the Board of Selectmen's *Committee Handbook*, VIC members met with Town Clerk, Anita Doucette. Her review of VIC's statement of purpose especially regarding elections provided more accurate wording and the changes were gladly adopted by VIC. On June 18, Chair Rys presented a letter to the Board of Selectmen outlining the proposed language changes. The letter received the Board's support.
- **July** VIC worked with Foster Banford and Jamie Goodwin to update its web page to include a link to the application to apply for committees, the *Citizens Activity Form*.
- **September** The committee approved the final language describing the purpose of the committee and submitted it for inclusion in the Board of Selectmen's *Committee Handbook*. This month brought a change to the committee's organization electing Chris Joyce as Chair to replace Joanne Rys who remains on the team. Joanne's leadership was one of vision and example; the committee thanks her for that leadership over the last several years. Planning continued to finalize which activities for remainder of the year and 2014 will be undertaken.
- **October** Joanne Rys finalized planning for Cape Cod Regional Technical High School's program in November. Peg Rose developed an outline for a new program for early 2014 to encourage citizens to participate in Town committees. The VIC's web page was also updated to reflect the new committee organization. Chris Joyce presented VIC's future plans to the Board of Selectmen along with a written report describing its 2013 accomplishments
- **November** Panelists Robert Sanborn, Superintendent/Director of Cape Cod Regional Technical High School; and Lee Culver and Robert Furtado both School Committee members, shared the High School's funding and budget process along with a discussion of the course offerings and services the students provide to their sending communities. Additionally, each VIC member is in compliance with the requirement to complete the Conflict of Interest training and testing.

CONCLUSION: The Voter Information Committee remains dedicated to keeping the public well informed and encouraging Harwich citizens to partic-

ipate in Town meetings and local elections. The Committee hopes that 2014 will be the year where more residents will apply for and be appointed to our committee. New perspectives, ideas, and suggestions are welcome.

The team welcomes inquiries about our role and purpose. Applications (*Citizens Activity Record Form*) for appointment are available on the VIC web page, in the Board of Selectmen's Office, and in the back of the Harwich Annual Town Report.

In closing, the Voter Information committee thanks Channel 18 Director, now-retired, Jill Mason for her many years of service and welcomes Jamie Goodwin as the newly appointed Director. And a sincere thank you goes to all who have participated in the programs in 2013. We look forward to another successful year in 2014 serving the Town of Harwich. Please join us!

Respectfully Submitted,

Christina Joyce, *Chair*

Peg Rose, *Clerk*

Joanne Ry

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 2013 and recognize the community members who support the needs of Harwich Youth and their families.

My weekly caseload remained steady this year, in the 15-20 range. Clinical services provided included individual therapy for youth and adults, and multiple support groups which included stress management, body image and self esteem, grief and loss, and mindfulness meditation for decreasing test anxiety. My closest collaborators and major source of referrals continues to be the Harwich Schools and I am so appreciative of the support and feedback I get from guidance and administrative staff.

I am a member of the recently formed Lower Cape Community Anti-Drug Network (Lower Cape C.A.N.), a committee comprised of teachers, school nurses, guidance staff, police, and community members. Our mission is to educate the public about the epidemic of opiate abuse and addiction on Cape Cod. In 2013 we hosted substance abuse prevention specialist Marilyn Belmonte, who spoke to parents about the effects of all drugs on the developing brain, the warning signs of early use/abuse, and how to seek help for a child. We also planned an event for January 2014 featuring Chris Herren, a former Boston Celtic who would be sharing his story of addiction, loss and recovery to students in Harwich and Chatham.

For the 4th year in a row, school psychologist Robin Titus and I administered the S.O.S. Signs of Suicide Prevention Training and Screening to students at the high school. I also worked with peer leaders on middle school Girls' & Boys' Nights, bringing together Harwich and Chatham youth to engage in a fun night of activities while getting to know one another. I volunteered at the Peer Leaders' Leadership Lock-In, an overnight team-building event. Harwich and Chatham Youth were in attendance.

I wrote my first grant and received funding for the Harwich Youth Yoga & Wellness Project, targeting 20 middle school youth. The project was scheduled to begin in January 2014, and collaborators will be Stacey Richmond a nutritionist from Kind Eating, and Jill Abraham from Power Yoga of Cape Cod. I am looking forward to working on this project with these talented, inspirational women.

Other events that I attended were the TD Bank Summer Concert Series in Brooks Park hosted by Harwich Youth Services, a community forum on issues

regarding the administration of Cape-based mental health services sponsored by Cape Cod Health Care, and a community forum sponsored by Cape Cod 5 Foundation and the Cultural Center of Cape Cod which identified gaps in services for at-risk youth.

If you are interested in attending a Harwich Youth Services Committee meeting, we convene the 2nd Tuesday of each month at 9:00a.m.at the Monomoy Regional High School guidance office. To find out more about the committee's mission and how you can join, visit the town website or 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*

James Hartley, *Clerk*

Barbara Segal

Robin Titus

Nadia Schuessler

PUBLIC SAFETY

Report of the **Building Department**

To the Board of Selectmen and to the residents of the Town of Harwich through the Town Administrator,

As the Town's appointed authority to administer and enforce the State Building Code for public safety as directed by MGL c. 143, I submit the following report for the fiscal year 2013.

- A total of 1157 permits were signed and issued following department review of the required submitted application and construction documents. Building permits represent a total estimated cost of construction of \$86,886,244.00 in the Town of Harwich.
- A total of 970 building inspections were scheduled and conducted, 115 of which are code required annual inspections of assembly and commercial use structures.
- The building department also supervised the issuance of 544 plumbing permits, 674 gas permits and 780 electrical permits during the same time period.
- A total of 2,282 plumbing, gas and electrical inspections were scheduled and conducted by the part time specialized code inspectors.
- Department revenues from all permit fees totaled \$369,006.00; approximately \$69,000 more than the estimated revenues. These revenues funded a department budget of \$246,166.00 and actual department employee benefit costs.

Projects worthy of mention in FY'13 were the Monomoy Regional High School and 38 new single family dwellings.

As the appointed authority to administer and enforce the Town's Zoning By-laws for the benefit of the Town's residents as directed by MGL c.40A and department policy I submit the following report for fiscal year 2013.

A total of 152 written requests for zoning enforcement and, or determinations were received and acted upon. These requests include requests for information, site visits for zoning violations, and any follow up or legal action that may be required.

Finally, I wish to thank the dedicated full and part time department staff and volunteers who help meet the day to day challenges of administering and enforcing the building code, Zoning By-law and certain General By-Laws for the Town of Harwich.

Respectfully submitted,
Geoffrey S. Larsen, CFM
Building Commissioner

Report of **Department of Emergency Management**

We close another year with the Cape being spared any big disasters. Again I cannot stress the fact that we have been extremely lucky so far. We as a Town can only do so much. You, as a citizen, must do your part. Please have a plan in place to deal with any type of disaster they may come our way, a sheltering plan, a communications plan and a pet plan. If you have a boat please include that in your plan.

We started out 2013 with NEMO and once again we were spared to some degree. We do lose power for a few days and we lost some trees and there was damage to some homes in the Town. What NEMO showed us is that we needed to address the generator issue at the Fire Department. Thanks to your positive vote at Town Meeting we now have a brand new generator in place at the Headquarters station. NEMO also showed us that NSTAR did listen to our complaints from prior storms and was ready to step up to get the job done. The Fire Chief and I now have direct access to NSTAR outage maps and we are able to adjust our priorities as conditions require. We also have direct access to a Community Liaison who works to get our priorities addressed.

The State and the Federal Government continue to push out mandates with no money attached. We try to get these things done as time and our budget allows. There are 2 new programs I wish to tell you about.

Paula Champagne and I are presently involved with the Region 5 Hazard Vulnerability Assessment Group. We have attended one session in Plymouth and will attend another in January 2014. This is a working group that looks at our vulnerabilities and attempts to come up with solutions. I will keep you posted on our progress.

The other new program is called Coordinated Statewide Emergency Preparedness. This program looks to catalogue all town assets of a historical nature. These would be items that could not be replaced if lost in a disaster. These include buildings, art work, and town records to name just a few things. Ginny Hewitt will be the town's representative on this project as well as taking a seat on the local emergency planning committee. This project will take time and involve many different people and groups around Harwich.

I am also part of a sub-committee of the Barnstable County Regional Emergency Planning Committee dealing with the Pilgrim Power Plant. There is no evacuation plan for Cape Cod because we are told we are not in the 10 mile radius that requires a plan. We are working with Mass Emergency

Management and others to work this out. There is no easy answer to this issue short of closing Pilgrim. This whole issue bears watching as it does impact us in Harwich.

Harwich is part of the Regional Sheltering plan. Our shelter is located at the Cape Cod Regional Technical School on RT 124. We share this shelter with the people of Chatham and Brewster. The Sheltering Task Force, of which I am a member, has made the decision that if it becomes necessary to open a shelter all six regional shelters will be open. Should the need be area specific only those shelters will be opened. All Regional Shelters are also pet shelters. If you have to go to a shelter please have some form of id for yourself, bring your prescriptions, things to keep you busy while there and make the shelter people aware of any medical needs you may have. Remember that the shelter is not a hotel; you will be sleeping on cots and eating in a cafeteria.

We continue to offer training to town employees as needed. Under Federal mandates all people involved with emergency management are required to have some level of training. If you are interested in getting involved please contact Barbara-Ann Foley at the COA. We have an awesome group of people who volunteer and we are always looking for more. I wish to thank our 100 plus volunteers for their hard work during the year. You are an asset to the Town.

The Emergency Management Team once again assisted Paula Champagne with the annual flu clinic at the community center. Things ran very smoothly and all those that wanted a flu shot got one. A change to this year's clinic was to have the employee clinic at the same time.

Please remember that the Community Center continues to be a heating or cooling location for town's people. Depending on the weather you are always welcomed at the Community Center to get cooled off or warmed up. The staff will make you feel right at home.

I say this every year but please check to make sure you are registered with the Town-wide Alert System at the Harwich Water Department. We use the system to get messages out to you of an emergency nature.

Channel 18 is another good source of information for you. We try to get information out to as soon as we get it. I would like to thank Jill Mason for her years of service to the Town as Director of Channel 18. Jill was an important member of the Emergency Manage Team here in Harwich. We wish her well in her retirement. We welcome aboard Jamie Goodwin who has agreed to take the position of Public Information Officer for the Emergency Management Team. Jamie is the new Director of Channel 18.

As we become a more technology savvy people I would like our citizens to plan ahead. We get more notice on when storms are coming and just how bad

they might be. With this in mind I would request that you not be out in a snow storm, this makes clearing the roads much more difficult. I would ask that you not park your cars on the street during a storm as this also makes it very difficult for our highway department. Go shopping long before the storm is going to be here. Remember if we lose power ATM's will not work. Listen to what your Public Officials are telling you.

We welcome Mr. Christopher Clark as our new Town Administrator and thank Bob Lawton for an outstanding job during his interim assignment. I would like to thank my fellow Department Heads for that consideration and cooperation. I would also like to thank the Board of Selectmen for their continued support. To the Harwich Emergency Management Team I have the greatest respect for you and for what you do.

Thank you to the citizens of Harwich for your continued support and please **BE READY.**

Respectfully Submitted

*Lee Culver, Director
Harwich Emergency Management*

Report of the **Harwich Fire Department & Emergency Medical Services**

It is my privilege to offer the following report on the state of the Fire Department for 2013.

2013 proved to be a challenging year for the Harwich Fire Department. Early in the year we fought a difficult fire in the vacant Stonehorse Motel. Three alarms were sounded and Harwich firefighters worked alongside firefighters from Dennis, Chatham, Brewster, Orleans and Yarmouth while other towns covered our stations. Fortunately no one was hurt or killed and the fire was contained to the building with no other structures being damaged.

The Department also had several successful cardiac arrest saves. These calls involve a tremendous effort on the part of the Firefighter-Paramedics and Firefighter-EMTs. Time is of the essence when a patient's heart stops, the sooner CPR (Cardio Pulmonary Resuscitation) can be performed and an AED (Automatic External Defibrillator) can be used, the greater the likelihood there is of getting a pulse back and the patient recovering.

On April 15 the Harwich Fire Department transferred the dispatch portion of its operation to the Barnstable County Sheriff's Office. In 1988, the Town hired its first full time Fire Dispatchers, prior to that these duties were performed by the firefighters. This system worked very well, as it freed up a firefighter to respond to emergency incidents and put personnel with specialized training into the dispatching role.

This system survived until 2010, when as part of the new Police Station, the Town decided to combine Police and Fire Dispatch. A system that has typically not worked very well in other areas, worked very well in Harwich. Under control of the Deputy Fire Chief, the eight full time dispatchers answered all incoming emergency call for the Town of Harwich and dispatched the appropriate Fire, EMS and Police resources.

Because the Dispatchers were located in the same facility, they were able to support each other and valuable time was saved when multiple agencies were needed at incident scenes. As well as the system functioned, it unfortunately was expensive to operate.

In 2012, following instructions from the Board of Selectmen to find way to reduce operating costs; I entered into discussion with the Barnstable Sheriff's Office. What followed were comprehensive talks and planning, in which the needs and concerns of the Town of Harwich were answered. As the Sheriff's

Office has been awarded a grant to determine the feasibility of a County Wide Regional Dispatch Center for Barnstable County, we were able to get in on the ground floor of what is likely to be the future of Fire and EMS communications for this area.

The transition required changes to polices, computer system, phone systems and radio systems. Captain Dave LeBlanc and Firefighter Scott Tyldesley worked tirelessly to ensure that the transition was as seamless as possible. Since the cutover on April 15, the Department has responded to several thousand incidents. The County provided dispatch services for all of these incidents with professionalism and great expertise.

While a local dispatch would be the preferred system of operation, considering the financial implications I am very satisfied with the services from the Barnstable County Sheriff's Office.

The Regional Technical Rescue team is now fully operational, including the Dive Team component. Extensive training has been conducted and paid for through funding from the Southeastern Regional Planning and Economic Development District. This team is a great example of a Regional effort by the towns in Barnstable County. I am very pleased that the team is headed up by Captain Joe Mayo and Lieutenant Mike Mason.

In 2013 the Department was awarded several grants. These opportunities are either through the State or Federal Government and are very competitive. Each year millions of dollars are awarded to Fire Departments in need.

The Department was the recipient of a grant through the Commonwealth of Massachusetts for Fire prevention. This program requires that the Department develop a Fire Prevention Program for teaching Fire Safety to School Age Children. Once the program is developed, the Department is then eligible for further awards to continue to run the program. The Department has teamed up with the Chatham Fire Department so the program can be instituted in the Monomoy Regional School District. Firefighter/Paramedic Leighanne Deering developed the program with Deputy Fire Chief Farrenkopf and Firefighter Deering and Firefighter/Paramedic Justin White were sent for training to become instructors. This program was expanded this to include Fire Safety Instruction for seniors as well.

The Department was also awarded a grant through the Federal Assistance to Firefighters Grant Program. Each year funds are allocated by Congress for this program and Departments submit their requests for review. After completing an electronic scoring, the applications are then reviewed through a peer review system and awards are made based on the scores given.

This year the Department was able to replace its Thermal Imaging cameras

and provide 12 hours of training to each firefighter through this program. Written by Captain LeBlanc, this grant provided for a match of five percent, the Department with just over fifty thousand dollars to replace cameras that had been purchased over 10 years ago and that did not meet the current standard. The training money is significant also in that is an area of the budget that was cut, and provide your firefighters with realistic training on the equipment they use is a critical concern for the Department.

This year the Department has applied for grant in three different areas, all of which if awarded, would provide the Department with equipment it needs while minimizing the financial impact to the Town.

Last year at the annual Town Meeting, the Town approved the purchase of a new engine to replace one purchased in 1992. As this report is being written, the engine is being built and is slated for delivery in late February. The Engine is designed exactly as the one purchased two years ago had been. This allows for simplified training, maintenance and in the end better service to the public.

It would not be possible to talk about the state of the Departments apparatus without mentioning the Harwich Department of Public Works. Since transferring the responsibility of fleet maintenance to the DPW, they have worked diligently in keeping the Fire Department Fleet on the road. They have worked closely with this Department to determine the needs for new vehicle purchases, and also in ensuring that the current fleet is safe and operable.

This year we are seeking to replace one ambulance at Town Meeting. This is part of the every other year program that was developed when the Department began operating three ambulances. Two of the three ambulances in service have in excess of 100,000 miles, and this replacement is needed to replace the oldest of the three. Because of a change in emissions standards, the Department is no longer able to purchase the van style ambulance it has in the past. This change will increase the cost of the replacement ambulance, but the replacement chassis will be larger and therefore should require less maintenance overall.

The Department is also seeking funding to replace all three of the stretchers currently in use. These stretchers are used thousands of times a year and are subject to a tremendous amount of wear and tear. As they get older, the cost of maintenance goes up. After conducting a needs assessment this last year, it was decided that it was a priority to replace these stretchers this year in order to protect the personnel and the patients, and to avoid further costly repairs.

My immediate goals are to try and restore the day position that has gone unfilled since 2011 and restore the overtime funding so that the Department can resume covering Station 2. Manpower continues to be an issue as the workload continues to increase.

PERSONNEL AND STATISTICS

Fire Chief Norman Clarke, Jr. Deputy Fire Chief Kent Farrenkopf
 Administrative Assistant Susan Pires Office Assistant Jennifer Anthony

Fire Inspector - Captain Bucky Mabile

Group 1	Group 2	Group 3	Group 4
Captain/EMT Parker	Captain/EMT Clarke	Captain/EMT Mayo	Captain/EMT LeBlanc
Lieut./EMT Mason	Lieut./EMT-P Thornton	Lieut./EMT-P Jaques	Lieut./EMT-P Coughlan
FF/EMT-P Deering	FF/EMT-P Tyldesley	FF/EMT-P Gould	FF/EMT-P Diamond
FF/EMT-P Piche	FF/EMT-P Ayer	FF/EMT-P Hawthorne	FF/EMT Young
FF/EMT Rego	FF/EMT Eldredge	FF/EMT-P Walorz	FF/EMT-P Schofield
FF/EMT-P Willis	FF/EMT-P Ford	FF/EMT Edwards	FF/EMT-P Finn
FF/EMT-P Elliott	FF/EMT L'eToile	FF/EMT-P White	FF/EMT Boyne

DAY POSITIONS

FF/EMT-P Sanders* Vacant

*- Emergency Medical Service Officer

FF/EMT – Firefighter/Emergency Medical Technician

FF/EMT-P – Firefighter/Emergency Medical Technician - Paramedic

HARWICH FIRE DEPARTMENT - 2013 INCIDENTS AND RUNS

Total Incidents 3900 **Total EMS transports** 1939

Incidents by Call Type		Incidents by Village	
Incident Type	Total	Village	Total
Fire/Explosion	90	North Harwich	183
Overpressure/Rupture	0	South Harwich	210
Rescue Call/EMS	2775	East Harwich	869
Hazardous Condition	173	West Harwich	429
Service Call	268	Pleasant Lake	401
Good Intent Call	123	Harwich Center	1066
False Call	380	Harwichport	532
Special Type/Complaint	10	Mutual Aid	129

Station Responses		Mutual Aid Breakdown	
Headquarters	2739	Town	Total
Station 2	1080	Barnstable	2
		Brewster	40
		Chatham	29
		Dennis	35
		Eastham	1
		Hyannis	1
		Orleans	16
		Yarmouth	5

Fire Prevention Statistics

INSPECTIONS	613	\$34,275.00
PERMITS	106	\$5,365.00
COPIES	33	\$165.00
FINES		
BURN PERMITS	447	\$3,240.00
TOTAL	1199	\$43,045.00

Under the command of Captain Bucky Mabile, the Fire Prevention Division works with the citizens and the other Town Departments to ensure that Harwich is as safe as it can be. It cannot be overstated how important that Fire Prevention Inspections are to ensure hotels, restaurants, stores and residential properties all meet the latest codes and regulations.

Captain Mabile's approach is centered on assisting each person with meeting the codes and regulations. He often goes out of his way to call and meet people on his days off, all to make sure that the citizens understand why the codes and regulations exist and to make sure they have the information they need.

During the initial construction meetings for the Monomoy Regional High School, Captain Mabile was out with a back injury. Firefighter Bruce Young was covering in Fire prevention as was assigned as the Departments liaison to the School Building Committee. Firefighter Young ensured that the Department's concerns were met, while doing what he could to aid and assist in getting the project done. He has also been a valuable resource to the Department, bringing back comprehensive information about the project for the firefighters.

It is often said that an organization is nothing without the people that work there. In the case of the Harwich Fire Department this could not be more true. Your firefighters represent the finest example of professionalism. Constantly seeking to provide the best level of service; they train, take classes, perform station and vehicle maintenance and most importantly respond to your needs daily.

As Fire Chief I am blessed to have such a dedicated group of professionals under my command, and I would be remiss in not mentioning my Deputy as well. Deputy Farrenkopf is a very dedicated individual and his attention to detail on administrative matters as well as Department operations. I truly could not do this job without his assistance.

Finally my thanks to The Board of Selectmen for their continued support.

Norman Clarke, Jr.
Fire Chief

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 2013 and recognize the personnel who provided professional public safety and law enforcement services to our community.

PERSONNEL

(As of December 31, 2013)

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 Richard Campbell

Sergeant John F. Sullivan, Jr.

Sergeant Kevin M. Considine

Sergeant Adam E. Hutton

Sergeant Robert C. Brackett

Officer John E. Warren

Officer Jonathan L. Mitchell

Officer William M. Shelley

Officer Jeffrey F. Davis

Officer Robert D. Hadfield

Officer Robert F. Horgan

Detective Michael E. Porter

Detective T. Paul Ulrich

Officer Neil A. Nolan

Officer Aram V. Goshgarian

Officer Thomas D. Clark

Officer Paul B. Boorack

Detective Joseph F. Labelle

Detective Marc W. Harris

Officer Richard E. Buttrick

Officer Derek Dutra

Officer Mark T. Holmes

Officer Keith T. Kannally

Officer Peter P. Petell

Officer Amy R. Walinski

Officer James R. Connery

Officer Keith E. Lincoln

Officer Brendan R. Brickley

SPECIAL OFFICER - ANIMAL CONTROL

Officer 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.
Lynda J. Brogden-Burns

Robert E. Currie
Tyler J. Vermette

POLICE CHAPLAINS

Bishop Jim David

Reverend Tiffany Nicely Holleck

POLICE MATRONS

Kerry E. Pentland

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.

A Safe Haven 24/7...

The Harwich Public Safety Facility is the only safe refuge in the Town open to our community 24 hours every day of the year. At all times of the day and night, citizens that have been injured, in danger, victimized by a criminal act, car had broken down, were lost, or just needed some information have come to the Harwich Public Safety Facility to obtain immediate assistance. This is an essential service provided by our Town to improve quality of life, peace of mind, and an underlying sense of security. This is your Police Department where help is always available.

CRIMINAL ACTIVITY REPORTED (January 1 through December 31, 2013)

Part One Offenses

Code	Category	2010	2011	2012	2013
001	Homicide	0	0	0	0
002	Rape	6	3	4	2
003	Robbery	6	3	4	1
004	Assault	71	108	85	66
005	Burglary	255	181	144	145
006	Larceny	221	238	200	200
007	Auto Theft	4	5	5	10
008	Arson	0	5	1	0
Total:		563	543	443	424

TAKEN INTO CUSTODY	2010	2011	2012	2013
Arrests, Protective Custody	248	199	197	175
Arrest Summonses	179	150	166	136
Total:	427	349	363	311
Total Calls for Service	18,337	17,952	19,711	19,018

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, Officer Neil Nolan, 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

Police Officer Eric Geake resigned his position with the Harwich Police Department effective in December 2012 to take an opportunity as an engineer on an ocean freight tugboat out of North Carolina. In August 2013, Officer Patrick Smith resigned to take a position with the Federal Government as an ATF (Alcohol, Tobacco, and Firearms) agent. Both were excellent officers for our Department and will be missed. During 2013 it was necessary to operate with two officers less than our normal allocated complement of personnel due to these vacant positions. It should be noted that it takes approximately one year from the date an applicant takes the entrance exam to the date the officer is able to be on patrol by him/herself at an estimated cost of over \$100,000 (training, clothing, salary, benefits, etc.).

The selection process to fill these important positions was initiated early in 2013 that included: advertising in local and regional newspapers, an application review, written examination, screening interview, integrity testing, oral board, full background investigation, interview with the Chief and command staff, written and oral psychological test, full medical examination, State mandated Physical Assessment Test (PAT), successful completion of the 24 week Massachusetts Basic Recruit Training Academy, ten-week (minimum) field-training program, and a twelve month probationary period. From this process, Brendan R. Brickley and Tyler J. Vermette were selected. Officer Brickley is scheduled to graduate from the Basic recruit Academy in February 2014 after which he will start the field-training program. Officer Vermette had completed the Intermediate Academy and worked as a seasonal officer for the Nantucket Police Department. Due to his training and experience, he started his field-training program prior to attending the full-time academy scheduled for March 2014 that will expedite his availability for regular assignment after graduation. We would like to welcome these officers to our department.

The Harwich Police Department prides itself on providing the best possible training to our officers. With the State of Massachusetts continuing to provide less training opportunities and funding. The state currently ranks 50th out of 50 in funding levels for police officer training; therefore, we must rely on finding appropriate courses at a reasonable cost. The Department often sponsors classes at the Public Safety Facility, which provides our officers with no cost training. The Town of Harwich insurance agency, MIIA, provides some training at no cost to our officers, which is a great help. Through the Cape Cod Regional Law Enforcement Council some of the best training in the country is brought to our area at a reduced cost to each town. Several of our officers have been sent to become instructors in specific areas so they can return and instruct our personnel in these areas in a cost efficient manner.

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.

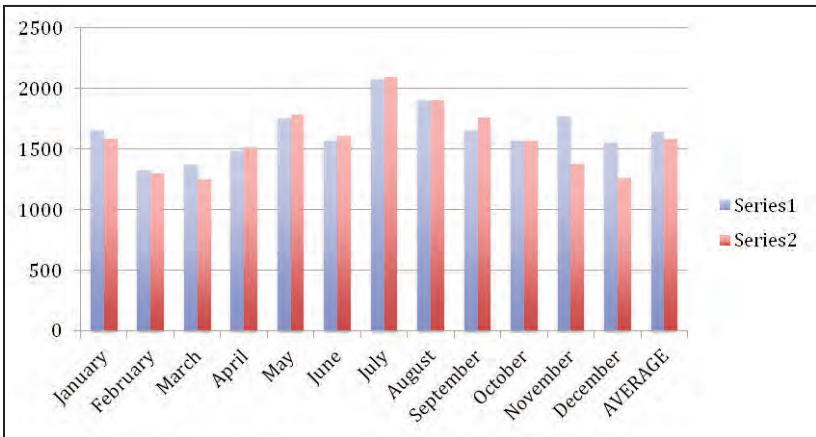
In another example, a local business owner reports that he received a counterfeit hundred-dollar bill. The officer responds and determines that the bill is legitimate. A brief report is written and the officer clears the scene in less than five minutes. This counts as one (1) call for service.

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.



***Monthly Calls for Service Comparison
January through December 2012 and 2013***

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 (see the above chart). January, April, and May 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.

Call Highlights – Lieutenant Tom Gagnon

On March 12, 2013 the Harwich Police arrested a 30-year-old male from

Dennis for breaking into numerous businesses in the Town of Harwich. The subject was charged with a total of 32 crimes ranging from Breaking and Entering in the nighttime with the intent of committing a felony (13 counts), larceny from a building (11 counts), attempt to commit a crime (1 count) and vandalizing property (7 counts). This investigation was brought to a successful conclusion thanks to the combined efforts patrol officers and detectives from the Harwich Police Department, officers of the Dennis Police Department, and crime scene technicians from the Barnstable County Sheriff's Department.

On July 13, 2013 the Harwich Police responded to the area of Route 28 in South Harwich for a report of a vehicle being operated in an erratic and dangerous manner. Officers located the vehicle and attempted to stop the suspect. The operator of the vehicle then drove behind businesses along Route 28 as the officer ordered the subject to stop. The suspect then attempted to leave the area, driving the vehicle directly at the officer. The officer took immediate evasive action to avoid being struck then began to pursue the vehicle in the direction of Chatham. Due to the extremely dangerous operation of the suspect vehicle, officers discontinued the pursuit. On Route 28 in Chatham, the operator lost control of the vehicle, went off the roadway, struck a pedestrian, collided with an occupied vehicle, and then came to rest on top of several unoccupied vehicles in a restaurant parking lot. Several people in the occupied vehicle suffered serious injuries with the pedestrian injuries being fatal. The operator was charged with numerous violations including operating a vehicle under the influence and vehicular homicide. The Harwich and Chatham Police Departments, Barnstable County Sheriff's Department, and Massachusetts State Police jointly conducted the accident and crime scene investigation.

On November 27, 2013, Officer Keith Lincoln and Officer Jim Connery were dispatched to a reported male who had gone into cardiac arrest on Route 39. Officers arrived on location to find that the subject's wife had begun CPR on her husband. Officer Lincoln, who arrived first on location, continued with the CPR and was soon joined on the scene by Officer Connery. CPR was continued until the Harwich Fire Department arrived on location and instituted advanced life support measures. They then transported the subject to Cape Cod Hospital where he was treated and after a short stay returned home. As of today (January 6, 2014), the subject has recovered and continues to live a normal life thanks to the efforts of his wife, Cape Cod Hospital, and the public safety personnel that assisted him.

Field Training and Evaluation Program – Sergeant Kevin Considine

Upon completion of the 23-week Massachusetts Criminal Justice Basic Recruit Training Academy, new officers are placed into the *Field Training and*

Evaluation Program for three months. New Officers are paired with field training officers (FTO) for intensive one-on-one instruction and review. This year, the Unit welcomed new Harwich Police Officers Brendan Brickley and Tyler Vermette. We look forward to providing them with high quality field training. The Field Training and Evaluation Program objectives are:

- To produce a highly trained and positively motivated employees capable of meeting or exceeding the standards of performance the Harwich Police requires
- To improve the department's selection process through on-the-job observation of each new employee's performance and his or her response to training
- To build on the foundation of skills and knowledge acquired in the basic training academy by creating an environment in which the trainee may enhance those skills and increase proficiency in all aspects of job performance
- To establish a valid, job-related appraisal system utilizing a standardized and systematic approach to the documented measurement of probationary performance
- To provide equal and standardized training to all newly hired members
- To establish an additional career path within the organization by providing qualified members (Field Training Officers) with advanced training and opportunities to develop leadership and supervisory skills
- To ultimately increase the overall efficiency and effectiveness of the Harwich Police Department through modeling of professional, competent, and ethical behavior.

To aid in this process, the Department recently purchased updated computer software specifically designed to record daily evaluations and track the officer's progress through training objectives.

Recently, the Harwich Police conducted a selection process to fill FTO vacancies. I wish to congratulate Officer Derek Dutra, Officer Mark Holmes, Officer Keith Kannally and Officer Amy Walinski as becoming our newest FTO's chosen to fill this important position within the Department. These officers join current Field Training Officers Aram Goshgarian and Paul Boorack. In addition to providing necessary and valuable training to recruit officers, FTOs develop additional leadership and instruction skills that enhance their professional capabilities and future career development. The Unit is under the supervision of Sergeant Kevin Considine.

Citizen's Police Academy – Sergeant David Jacek

The Harwich Police Department was pleased to report the graduation of the 17th Session of the Citizen Police Academy on November 21st. The 24 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, Sergeant Robert Brackett, Detective Michael Porter, Officer Aram Goshgarian, Officer Neil Nolan, Detective Joseph Labelle, Officer Richard Buttrick, Officer Pete Petell, AC Officer Jack Burns, Communications Specialist Katie Varley, 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:

Louise Cosmer	Dawn Lopes	Matthew Grindell
Jeanette Smith	John Follas	Arthur Aschoff
David Akin	Richard Cooper	Marie O’Neil
James Hunter	James Barker	Tiffany Holleck
John Barker	Melissa Clayton	Michael Dowd
Barbara Dowd	Kathryn Tarr	Kathleen McElhinney
Raymond Kingston	Pamela Kingston	Daniel Greenwood
Margaret Greenwood	Jake O’Callaghan	Ann O’Callaghan

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. The next session of the Academy is scheduled to start in September 2014. Interested citizens are encouraged to contact Sergeant Jacek for further details and an application package.

Regional Police Motorcycle Unit – Officer Neil Nolan

Police departments on Cape Cod have all banded together to create the Cape Cod Regional Law Enforcement Council (CCRLEC) to share resources in order to fund special task forces for a variety of services that smaller departments could not afford to staff or fund alone. This year the council approved the creation of a Regional Motor Unit (motorcycles). The motor unit joins the existing Special Weapons and Tactics (SWAT), Motor Vehicle Crash Reconstruction Team, School Resource Officers’ Network, Technologies Investigations Team, and a Training Unit.

The Regional Motor Unit creates a pool of motorcycles that are available to all departments on the Cape for large-scale events, escorts or crowd control. The following towns have at least one motorcycle in their fleet and are a part of the unit: Falmouth, Barnstable, Yarmouth, Dennis, Harwich, Chatham,

Orleans, Truro, and Provincetown. All together the unit has 14 motorcycles and 20 officers available. The unit had been divided up into two squads. Squad 1 consists of Falmouth, Barnstable, and Yarmouth with Sgt. Andrew McKenna of the Barnstable Police Department, as squad leader. Squad 2 consists of Dennis, Harwich, Chatham, Orleans, Truro, and Provincetown with Officer Neil Nolan of the Harwich Police Department as squad leader.

The unit has had a busy first year. Shortly after the selection process was completed and had its first training session, the unit was called upon to escort a large charity motorcycle ride. The First Responders Ride was an event that was quickly put together to honor all first responders, Police, Fire, and EMS, after the events at the Boston Marathon. The ride started in Yarmouth and went through the towns of Dennis, Brewster, Orleans, Chatham, and Harwich ending up back in Yarmouth. In events such as this, a motorcycle is quickly able to get through traffic to block intersections to provide safe passage for whatever is being escorted, be it a charity ride, funeral, or dignitary motorcade. In addition to the First Responders Ride the motor unit was called upon to provide traffic control for the Big Nick's Motorcycle Ride.

A motorcycle and motor unit is also a valuable asset in crowd control. The size and maneuverability of a motorcycle allows it to quickly get through large groups of people easier than a cruiser. The unit provided crowd control at a number of events this year including the popular Falmouth Road Race, Provincetown Carnival Parade, and work the route of the Pan Mass Bicycle fundraiser. Due to the tragedy that occurred during the Boston Marathon, members of the Unit were dispatched to the City of Boston to provide mutual aid emergency assistance.

The unit holds monthly training sessions to continually improve the skills of the participating officers. The officers work on how to **safely** and efficiently work through traffic. Considering that a number of the towns involved have only one motorcycle in their fleet, the training sessions have focused a lot on group work. Riding alone and riding alongside another motorcycle are two vastly different experiences so the officers need to get comfortable with these situations.

Because riding a motorcycle for policing is so specialized compared to recreational riding, the skills required are perishable if not practiced often. To prevent the degradation of the officer's skills, a more in depth skills refresher was held this fall. This session focused on specialized training that sets police motor officers apart from the recreational rider. Officers are taught how to maneuver the motorcycle in extremely tight situations, and how to decelerate quickly while avoiding a skid and loss of motorcycle control. This training was made available to the members of the regional unit as well as any officer that is certified to ride a police motorcycle. Special thanks needs to be given to the

Coast Guard for providing space on the tarmac at Air Station Cape Cod for this week long training session.

The unit has been working closely with METROLEC MOP (Metropolitan Regional Law Enforcement Council Mobile Operations). Special thanks to Chief Berkowitz (METRO MOP control Chief) and Lt. Foley, Canton PD, Chief Grimes and Capt. Concannon, Weymouth PD, and Major Murphy, Plymouth County Sheriff's Office for all of the assistance provided in helping get the unit up and running. The CCRLEC Motor Unit will continue to work closely with METROLEC MOP in the future. It is hoped the two units, METROLEC and CCRLEC, can combine and receive specialized escort training from the US Secret Service. METROLEC MOP provides motorcade escorts anytime the President of the United States or other important dignitary visits their region. Because their unit has a number of new motor officers there is discussion about having the Secret Service provide this training on how to handle a Presidential or dignitary escort. Considering the frequency that the Cape, more specifically Martha's Vineyard, has been the vacation destination of some recent Presidents, this training would be invaluable in allowing local agencies to provide these specialized services without needing to rely on outside agencies.

Police Liaison to the Council on Aging – Records Specialist Donna Tavano

As Elder Affairs Liaison, I spent a great part of 2013 addressing and educating senior victims of scams and frauds. Although computer "phishing" and Craigslist scams abound, the majority of Harwich's older seniors do not utilize computers as extensively as the younger generation does. Unfortunately, this does not prevent them from becoming victims of fraud. They still encounter crime through junk mail and the telephone. Over the past year, Harwich seniors have lost well over \$200,000 to scams and fraud.

We only learn about these unfortunate residents when they, or their family, appear at the police station to complain about the loss. Almost always, it involves predatory phone calls and wiring money to a far off location through a Western Union type service or "green" cards sold at local supermarkets. The crime is impossible to trace, and the money will never be recovered. To avoid this, we try to educate the community through the Blue Light Special in the Council on Aging newsletter, local newspapers, and senior safety seminars. When we discover a senior who has been victimized, we try to put procedures in place which will protect them in the future, involving families whenever possible.

Seniors, dementia, and weapons are three simple words that spell disaster when combined. We continue to deal proactively with this issue to guarantee the safety of our seniors, their families, our community and our public safety

employees. We are quick to remind our citizens that, in Harwich, with professionals in law enforcement and rapid response times, a senior's best defense is, not a gun, but a functioning telephone.

The entire town takes full advantage of the police department's drug disposal kiosk, located in the lobby and available 24-7, year-round, no questions asked.

Some seniors are able to drive safely well into their later years, while others, due to physical or cognitive challenges, no longer find themselves good candidates for operating a motor vehicle. No one wants to stop driving, but, if it has to happen, Harwich offers many free and low cost transportation opportunities not available in other towns.

Substance abuse in the form of "legal" prescription drug use rises every year, even within the senior community, and too many isolated and lonely seniors suffer from alcohol dependence creating further medical crises and complications. Hoarding is always problematic, creating an environment, which produces falls, confusion and often an unsanitary environment.

Sadly, Betsy Loomis, the COA Outreach Coordinator, retired this year, leaving a huge void. The town was more than fortunate to hire Kevin Grunwald, a recently retired Connecticut social worker, to fill that position in a virtually seamless transition.

If you, or anyone you know, is having difficulties with any of the types of issues mentioned here, please contact Kevin at the COA, or me, Donna Tavano, at the police department and we will do our best to discretely assist you. We are grateful for the continued opportunity to serve the residents of Harwich.

Alternative Funding Sources – Lieutenant Tom Gagnon

The Harwich Police Department continued to address the ongoing issues of traffic complaints, off road vehicle violations, bicycle operation, and underage alcohol consumption. This year additional funds and redeployment of personnel were dedicated to these issues which resulted in patrol officers having a greater interaction with the motoring public and youth, many hours of off-road patrol utilizing the department's ATVs and our bicycle patrol unit promoting bicycle safety on the bike paths and bike crossings.

To aid in these issues, the Harwich Police Department applied for and was successful in obtaining two grants from the Commonwealth of Massachusetts, Executive Office of Public Safety. The first provides the Harwich Police Department with \$5,000 to assist with underage drinking, while the second grant of \$3,000 will assist us in providing patrols to assist with Pedestrian and Bicycle Safety.

Funding opportunities for grants continue to decline; however, the Department will research and apply for any grant funds that can be of benefit to the Town of Harwich.

Building Repairs

The out building to the rear of the police structure is used for storage of large evidence including vehicles, and is home to the bicycle patrol unit, motorcycle unit, emergency mobile communications vehicle, antique fire truck, EMS bicycles, training equipment, along with other storage. It is an important part of the Public Safety Facility's operation for both the Police and Fire departments. The building is the old highway department building and has been physically moved twice. Although generally structurally sound, it was in need of serious repairs including a new roof, side shingling, interior wall replacement, and electrical rewiring. The Barnstable County Detention Center's work crew, for the cost of materials, performed much of this necessary work, which saved thousands of dollars in restoring the building to functional condition. Additional assistance and project coordination from the Highway Maintenance Department aided in the success of these efforts. Special thanks goes to John Eldredge for his help throughout the year.

The current overhead doors were in poor condition, not insulated or weather sealed, and unable to be locked or secured, causing massive heat loss, additional energy consumption, security lapses, and rodent issues. An Article was passed at the 2013 Annual Town Meeting to fund these important repairs. The doors were installed and have corrected the deficiencies.

Technology

The computer technology utilized by the Harwich Police Department in the patrol vehicles allows officers to remain in their patrol sectors instead of returning to the police station to write most of their reports. By remaining in their patrol sector, the officers will have a quicker response time to calls for service and remain visible as a crime deterrent. The computers that are utilized in these vehicles were three to five years old required repair. It is recommended that these units be replaced every three years due to the amount of use. An Article passed at the 2013 Annual Town Meeting addressed this important need as well.

Due to a change in radio technology going to a digital system police departments across the Cape will need to upgrade all of their communication equipment in the next two to three years. The Department will be exploring the most cost efficient means to meet this need including large group purchases with other agencies to reduce expenses.

Police Hold Jail House Community Bar-B-Q

On Saturday, August 31st, the Harwich Police Department sponsored its

annual *Jail House Bar-B-Q* in the front parking lot of the Harwich Public Safety Facility. With great weather conditions for the day, approximately 700 citizens of all ages enjoyed an endless supply of hotdogs and hamburgers with all of the fixings, clam chowder, chili, brownies, ice-cold soft drinks, chips, cake, and cookies. There was face painting, a dunk tank staffed by your favorite police officers, and a giant inflatable obstacle course for all to enjoy. Police ATVs, motorcycle, bicycle, marked cruiser, and to see, touch, sit on and ask questions of the various officers. This was a great opportunity for the public to gain a better understanding of their public safety services. Members of the Harwich Police Department volunteered their time with funding and sponsorship by the Harwich Police Association to make this event successful. The 400 East Restaurant provided their homemade chili and George's Fish Market their special clam chowder. A special thanks goes to Lieutenant Tom Gagnon for coordinating the festivities and, along with Firefighter/EMT Bruce Young who staffed the grills for the day. Plans are underway for next year's event to make it even better.

Special Events – Lieutenant Tom Gagnon

Numerous charity road races, walks, and bicycle events passed through town this year with the number continuing to grow. All attempts are made to notify the public of road closures, detours, or delays so plans can be made with traffic safely rerouted. The event that impacts the town most significantly occurs near the beginning of October every year in which a half marathon takes place. This event begins and ends at the Monomoy Regional High School, but causes traffic issues on most roads south of Route 6.

Music in the Port, the Annual Christmas Stroll, several high quality crafts fairs, Cranberry Festival, charity events, and many others continue to make Harwich a wonderful place to live and visit. We would like to thank the public for their patience and cooperation during all of these events.

Anytime Prescription Drug Drop-Off

Prescription drugs have become epidemic throughout the Commonwealth with Harwich being no exception. Illegal drug use is related to well over 70% of all crimes committed in our community including thefts, burglaries, assaults, and robberies. These drugs are frequently stolen during burglaries or taken by residents, often youth, from their parent's drug cabinets. The popular alternative of flushing them down the drain can result in water pollution. To address this continuing community need, The Harwich Police Department installed a secured unwanted prescription, over the counter, and pet medications drug depository in the lobby of the Harwich Public Safety Facility that is available to our citizens 24 hours a day, 365 days a year. There are no forms or paperwork to complete. Since its 2012 inception, this has proven to be a very popular community service. Approximately every six months, the

Police Department takes the collected drugs to an authorized disposal site where they are safely destroyed. Sergeant Robert Brackett and Detective Marc Harris have continued the responsibility to effectively monitor this program.

I am pleased to provide the citizens of Harwich with my 14th *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, Interim Town Administrator Robert Lawton, 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

ENVIRONMENT & PUBLIC WORKS

Report of the **Architectural Advisory Committee**

The Architectural Advisory Committee reviewed 29 applications for commercial buildings, signs and site plans during the year 2013. We are trying to preserve the charm of our community, and commercial buildings and signs are a large part of how our town appears. We are pleased with our efforts and with the cooperation of the applicants. We encourage persons interested in preserving the character of the town of Harwich to attend our monthly meetings.

Respectfully submitted,

Barbara Scott Josselyn, *Chair*
Elizabeth Groves
Kim Robbie
Tony Compton
Nancy Pollard

“The preservation of Cape Cod is a vitally important subject for consideration by Cape people.”

Joseph Crosby Lincoln
1870-1944

Report of the **Cape Cod Water Protection Collaborative**

Wastewater management continued to be the primary focus for the Collaborative this year. The discussions focused on the evaluation of a regionalized approach to wastewater management and the potential savings offered by regional watershed based approach and a thorough vetting of alternative management approaches. The Collaborative continued to be a forum for towns to obtain information on best practices and guidance from the experiences of other towns throughout the region.

In January 2013, Barnstable County, acting through the Cape Cod Commission, was directed by the Commonwealth of Massachusetts to prepare an update to the 1978 Section 208 Area-Wide Water Quality Management Plan for Cape Cod.

This plan will be a comprehensive Cape-wide review of water quality issues facing the region, but will focus initially on nutrient management and water quality planning for Cape Cod's coastal embayments. The Commonwealth provided \$3 million to accomplish this task with the condition that a draft plan be completed within 12 months. A of the work plan is available here: <http://www.capecodcommission.org/resources/initiatives/208workplan.pdf>.

The Cape Cod Water Protection Collaborative recently reinstated monthly Governing Board meetings and reconstituted its Technical Advisory Committee (TAC) to provide input into the 208 Plan Update. The TAC was a key player in the review and shaping of the technologies matrix that formed the basis for the evaluation of appropriate management techniques. In addition, a Regulatory, Legal, and Institutional (RLI) Work Group, with representation from DEP, EPA, the Cape Cod Commission, the Army Corps of Engineers and other State and Federal partners, will address the potential need for regulatory reform and other challenges associated with planning and implementation. Other ad hoc committees will be established, as necessary. The Collaborative, through its Executive Director, is fully involved and engaged in this effort

The Commonwealth expects the 208 plan and its underlying analysis to reflect the County's focus on the individual watersheds of each embayment as the most logical management unit on which to base water quality planning. It is widely expected that watershed based planning will provide management solutions that are less costly and require less infrastructure to be built than conventional planning efforts may recommend.

The ongoing lawsuits between the Conservation Law Foundation, and the United State Environmental Protection Agency remains unresolved as of this writing. The Collaborative continues to actively monitor the progress of the litigation.

Lastly, the Collaborative has maintained its practice of supporting local planning and management efforts. The Collaborative has continued to provide third party consulting support in engineering and planning reviews and financial management to any town requesting such support. The majority of Cape towns have accessed this support and the budget to continue this program was expanded and increased in 2013.

Andrew Gottlieb, *Executive Director*
Larry Ballantine, *Chairman, Governing Board*

Report of the **Harwich Cemetery Commission**

Last Year's Activities:

Over the past year, the Commission has continued to focus on several fronts including:

- Planting of 100 Leyland Cypress Trees in Evergreen Cemetery.
- Installation of 20 monuments on Howland Children's Lot.
- Mount Pleasant Cemetery: Grading, installation of topsoil and hydro seed in front of newly installed fencing.
- South Harwich Land Swap.
- Installed drainage for Island Pond Cemetery.
- Digitization of Harwich Cemetery Books.

South Harwich Cemetery Land Swap with Rich Roy has been completed and will be filed at the Barnstable Country Registry of Deeds.

Income for FY2013 was \$50,300.00 of that \$ 46,350.00 from lot sales and Administration Fees which went into the revolving account and \$3,950.00 went into the Perpetual Care Account. Increase of \$7,000.00 over last year.

Looking ahead, the Commission's top priorities are:

- Complete Mount Pleasant with additional grave spaces, installation of lot markers, and beautification of entrance way on South Street.
- Harwich Center Cemetery on the National Register.
- Make Information Brochures of each of the town cemeteries with street maps.
- Design of South Harwich Cemetery expansion.
- Continuing to update the Town's burial records.
- Design of Veteran's Circle in the new Evergreen Cemetery.
- Planting of Trees and beautification of Entrance at Evergreen.
- Completion of Preservation and Digitation of Harwich Cemetery Record Books. They are to be rebounded and originals sent to Town Clerk.
- Gravestone Conservation in Harwich Center Cemetery.

We anticipate an active year for the Commission and our Administrator as we continue our efforts to properly maintain and service the 17 existing Town cemeteries and remain vigilant in making needed improvements to insure sufficient resources for the Town's future needs.

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 8:15 a.m. until 2:15 p.m.

Respectfully submitted,

Harwich Cemetery Commission

Warren Nichols, *Chairman*

Wilfred Remillard, *Commissioner*

Cynthia Eldredge, *Commissioner*

Robbin Kelley, *Administrator*

Report of **Channel 18**

2013 has been an amazing year that has seen a huge change. The ever popular Jill Mason has retired after 15 years in Harwich television. She has been the driving force behind all the great improvements to the Channel and its expansive range of programming. She will be dearly missed, but as we all know the “show must go on.”

As always Channel 18 would like to thank our many dedicated volunteers who continue to make “Community Journal” our most popular program. Thank you to the Channel 18 gang, Betty Pino, Paul Coughlin, Florence Lebenson, Ron Armbruster, Joyce Roch, Eileen Wyatt and Jack Wyatt for your continued hard work. Without the Channel 18 crew keeping tabs on all the current events happening in Harwich I think many of us would be lost.

In 2013 our programming offerings have expanded yet again while continuing to air some of the “old stand bys”. We have continued to air Annual Town Meetings LIVE from the Community Center. Board of Selectmen meetings still air Tuesday mornings after Monday night meetings. The Voter Information Committee has continued to use the channel to inform the citizen’s of Harwich about noteworthy occurrences such as, volunteering for Board and Committees, new town administrator candidates and school budgets. The Council on Aging frequently utilizes the services of Channel 18 to advertise upcoming events, film public service announcements and informational programming for seniors. The Harwich Conservation Trust is another example, we do monthly updates with the trust as well as filming any of their special events, promotions or walks. One noteworthy event from the HCT this year was their popular Wildland Musical Stroll hosted at Bank Street bog. This event featured artists and musicians throughout the bog for an afternoon stroll. Again this year Channel 18 was present at the 2013 Harwich Cranberry Festival. The craft fair and many musical acts were filmed and aired on the Channel, which have been very popular. Once again Brooks Park hosted a summer concert series sponsored by TD Bank featuring local bands performing for free on Monday Nights and Channel 18 brought you each and every one of them. Also our ever popular Harwich Town Band preformed every Tuesday night in Brooks Park and is so graciously filmed by Volunteer Cynthia Mcgalliard.

2013 has brought some new programming to the station. We film a bi-weekly update on the building progress of the new Monomoy Regional High School with Selectmen Ed McManus and guests. This is also very popular giving everyone an inside look at up to date progress of the new building. Channel 18 was on the scene for the new Harbormaster, John Rendon, to christen the new

Marine 77 Harbormaster boat at Saquatucket Harbor. An interesting event was held this year, bringing together past employees and friends of the Harwich Landmark, Thompson's Clam Bar, and again Channel 18 was there to capture all the memories. The Board of Selectmen held a meeting at the Community Center to address issues with the Rte. 124 project that was very well attended and broadcast on Channel 18. In 2014 I hope to continue the trend of filming new and interesting project that interest and inform our community.

Technology is always an important topic and at Channel 18 we like to keep on top of things. This year we have started operating our streaming system "in house" which has resulted in far less interruptions. We have continued to keep our "on-demand" programming up to date as well as our YouTube channel that has over 300 videos that many seasonal residents enjoy watching. As we all know technology is always changing and at Channel 18 we are no exception. As we slowly integrate new technologies we strive to make sure that they are compatible with our older equipment. Making transitions less costly and utilizing aging gear to its full potential.

As the new Station Manager for Channel 18 I am excited to make some positive changes to the station as well as continuing to serve other Town Departments, Boards and Committees, community events and Harwich Citizen's. I am always interested in new ideas and suggestion that could improve this service to the Citizens of Harwich and looking forward to hearing from the community.

Respectfully Submitted,

Jamie Lee Goodwin
Channel 18
Station Manager

Report of the **Community Center Facilities Committee**

As 2013 comes to an end, the Facilities Committee would like to thank all of you for all you do to help build a stronger and healthier Community Center.

Over the past thirteen years of operation, the Community Center has assisted thousands of people with room rentals, exercise classes, flu clinics, blood drives, welcome receptions, art education, concerts, fashion shows, weekly meetings, emergency shelters, yard sales and special events connecting them to the community and each other. It is part of our mission to engage more people within the community with what the center has to offer.

Growth and change seem to be the new normal for the Community Center. In the thirteen plus years the Center has operated out of our beautiful, but now “not so new home”, we have continued to grow more programs and expanded operations. 2012/13 was no exception. Some of the most notable changes were new and stronger partnership with other town departments, clubs and organizations, other non-profits and even businesses. With those partnerships, our staff was able to provide wonderful new programs that helped us all grow.

A few highlights of new and measurable ways the center has expanded include the following classes and clubs: Monomoy Chess Club, Zumba, No-Weight Workout, 20-20-20, Braided Rug, Reiki, Mushroom Club, Kennedy Donovan Center, Cancer Research Group and Solar Option Symposium, just to list a few. These new program activities were all launched while the Center continued to offer high quality programs across the age spectrum to a growing number of people, like playgroup and yoga.

It's been amazing to be part of the Center during the past thirteen plus years. An epic journey of sorts, yet, 2012 was not without challenges, as we responded to increasing needs for free and low cost services in providing space. We recognize lack of support for the expansion of the facility and realize we need to get back to the vibrant, active and compassionate community that helped our beginnings.

True to the Director's philosophy, the Community Center continues to cultivate new ideas, many leading to widening collaboration across the community.

Ten facts you probably don't know about the Community Center:

1. Over 3,800 individuals come to the building on a regular basis every month.

2. The Community Center serves as a site for the “mitten project”.
3. We are an official passport service site.
4. We are drop-off site for personal hygiene items for the less fortunate.
5. We coordinate coat and clothing drives with local organizations.
6. Hosts the Halloween and Egg Hunt for the town.
7. Flu Clinics for the Town of Harwich are held here.
8. Voting and Town Meetings are held in the Community Center gymnasium.
9. Back-up emergency shelter for the Town of Harwich.
10. We are able to provide a letter for the insurance company if you join the weight room for reimbursement purposes.

We support more than two hundred sixty one non-profit organizations and town departments through training, room reservations, classes and scheduling special events.

We continue to take advantage of the tax work-off program and utilize several members. The jobs they help with include the outside work, as well as clerical help that allows us to be open sixteen hours a day, five days a week, and eight hours on Saturdays year round. We’re open more than any other building in Harwich.

The numbers of guests we have served over the year continues to astonish us. We are excited that our new software will help us in reporting more accurate records that will help us keep statistical data for the center.

January	10,719
February	9368
March	8546
April	8672
May	9341
June	8997
July	9631
August	9225
September	7336
October	9215
November	9924
December	8763

Passports

On June 25th, 2013, the Community Center Director received an excellent report on the government compliance visit regarding passports. During fiscal year 2012, we accepted two hundred fifty passport applications. We are on track to meet, if not exceed, that number. Each year the Director and her assistant must get certified to provide this service for our residents.

Weight Room.

The Weight room currently has one hundred ninety five full members at \$150.00, which equals \$29,250. We have eighty eight members at the special rate of \$100.00 which equals \$8,800. Just about thirty-eight monthly members have joined at \$50.00 each for a sum of \$1,900 in that category. With only thirteen weekly members at \$35.00 equaling \$455.00 and thirty daily members at \$10.00 each at \$300.00 our two smallest enrollment fields we estimate our yearly total at \$40,705.00

Two new pieces of equipment were delivered on 8/30/13: a new treadmill and a triceps extension. We are currently waiting for estimates for mirrors for one of the walls and a new swipe card entry system. The new entry system will, hopefully, alleviate misuse by individuals who are not members of the weight room. We would also like to investigate getting cameras for security reasons, not only for the weight room, but throughout the Community Center.

Upgrades

Our future plans and efforts to grow the Community Center and make it more far-reaching include: expanding space, new software, selling of Town of Harwich merchandise, upgrading the grounds and establishing policies for storage within the building.

We strive to serve people of all ages, backgrounds and situations at the Community Center. We empower every person, young, old and in between, by giving them the tools to achieve positive and lasting change for themselves and their families so they may build a productive, strong community, which helps foster our mission and our town.

We would like to end this report by thanking the Board of Selectman, the Town administrator, his staff Ann and Sandy, and the other town departments for working cooperatively with the Community Center throughout the year.

The Community Center continues to amaze us in the ways it is utilized by the town. We are excited by the possibilities and grateful to you, the community, for all your support in our endeavors. We continue to explore new ways to grow and strive to provide the community with new and exciting opportunities to make life easier and utilize the building.

Respectfully Submitted,

Lee Culver, *Chairman*
Brian Power
Francois Marin
Bill Griswold

Report of the **Community Preservation Committee**

Harwich adopted the Community Preservation Act (CPA or the Act) modified to accommodate the replacement of the so-called Land Bank, effective beginning July 1, 2005. The Act establishes a 3% property tax surcharge supplemented by the state by an amount dependent on other funds raised. The Act requires the establishment of a Committee, the Community Preservation Committee, to study and recommend to the Board of Selectmen and the Town projects to be funded from these resources. The committee is comprised of 9 members: 2 selectmen appointees, and representatives from the housing committee, housing authority, recreation, historical commission, open space/real estate, conservation and the planning board.

Community Preservation Members:

Cindi Maule (Selectmen Rep.)	Jan Bowers (Rec. & Youth)
David Purdy (Housing Committee)	
Walter Diggs (Conservation Commission)	Robert MacCready (Housing Authority) - Chair
Peter de Bakker (Planning Board)	Katherine Green (R. E. & Open Space)-Vice Chair
Robert Bradley (Historical Commission)	

Throughout the year there has been generally good attendance at meetings which are monthly but more frequently in November and December as applications are being evaluated. This year there were a number of resignations and replacements, both Selectmen's Reps resigned and, thus far, one has been filled. Also, both the Planning Board and Conservation Commission chose new representatives. There was a period of time when CPC had just the 5 members required for a quorum and there was one meeting where there was not a quorum to conduct business.

For fiscal 2014, the CPC made recommendations to the May 2013 ATM and/or STM for 7 articles amounting to \$1,051,300. These articles were approved by town meeting. The articles were distributed:

\$56.3K for Historic Preservation Funding

\$530K for Community Housing

\$400K for Open Space

\$65K for Recreation

In addition, Town Meeting approved payment of debt service of \$704,970 associated with Land Bank purchases.

The Committee is currently considering 12 applications for the next round of project funding. These applications cover all 4 categories, including recreation, which are permitted by the Act.

To provide perspective on our position this fall: There was approximately \$100K available after last Town Meeting's article appropriations and revenue for fiscal 2014 is expected to be approximately \$1.78 million for a total of approximately \$1.88 million in available funds.

With the requirement to fund the Land Bank Debt Service of approximately \$682K, the amount of new funds available for all of the areas permitted by the CPA is approximately \$1.2 million. The Act requires that 10% of receipts be allocated to Open Space, Historical Preservation and Community Housing regardless of the distribution of funding applications.

I look forward to the changing makeup of the Committee being an opportunity for the new members to bring new viewpoints, insight and ideas to the role of the CPC, and their roles individually, in the implementation of the Act.

In the new year, CPC will be working to improve tracking, transparency and accountability with regard to projects funded with CPA funds.

Respectively submitted,

Robert Cyrus MacCready, *Chair*

Report of the **Conservation Commission**

The Harwich Conservation Commission is the local body responsible for 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.

Permitting remained robust.

The Commission held bimonthly public meetings:

- 81 hearings to address Notices of Intent and requests to amend Order of Conditions (some projects with more than one hearing).
- Six hearings to address Requests for Determination of Applicability.
- Issued 38 Order of Conditions (Approved Projects).
- Issued three denials.
- 24 Certificates of Compliance.
- Five enforcement orders.
- One extension permit
- Five violations, all of which resulted in fines and/or conservation mitigation.
- 115 Administrative Reviews.

The Conservation Administrator, Amy Usowski, is to be complimented for providing guidance to applicants and permitting more than a hundred Administrative Reviews, streamlining the permitting process while ensuring the wetland regulations are followed. Under Ms. Usowski's leadership the Harwich Conservation Wetlands Protection Bylaw has been updated and will be on the Town Warrant for approval in May 2014. The Commission also adopted new Beach Management Regulations, hoping to clarify the process of beach cleaning and sand nourishment for applicants. The Commission is currently studying how *Codium*, the abundant green seaweed we have on our shores in the summer, impacts the environment.

This year the Conservation Commission has seen a large increase in the number of water dependent structure applications such as docks and bulkheads. The projects have proven very educational but also controversial at times, as these projects often are proposed to be in highly regulated areas.

The Commission is also charged with the oversight of 1000+ acres of conservation land. This year the Conservation Commission focused on implementing some of the changes noted in Land Management Plans and Stewardship Reports for the various conservation areas. A new parking area and trailhead was created to access the existing trails off Great Western Road to the west of Sand Pond. The gradual thinning of the pitch pines on the north side of Thompson's Field has continued, as has the mowing on the south sides as per the Thompson's Field Land Management Plan.

The Commission would like to thank the Harwich Conservation Trust, AmeriCorps Cape Cod, the Trails Committee, and the Town Highway Department for collaborating in numerous land stewardship projects.

Finally, the Commission would like to thank Dean Knight and Ron Saulnier for their many years as dedicated Commission members, Board of Selectmen liaison Linda Cebula, as well as thank Carol Genatossio and Patricia Sampson for their outstanding administrative support. The Commission would like to welcome new Commissioner Michael Dempsey as well as new Conservation Commission Clerk Marie Hickey.

Respectfully,

Walter Diggs, *Chairperson*
Bradford Chase, *Vice Chairperson*
Mary Albis, *Clerk*
Jane Fleming
John Rossetti
Michael Dempsey

Report of the **Engineering Department**

The Department performs work for all stages of project development including planning, design, permitting, specification writing, cost estimation, bidding and construction management. The Department also provides professional land surveying services when needed.

We continue to review submittals and perform subdivision inspections for the Planning Board, as well as assisting the Police, Fire, Water, Highway, Transfer Station, Cemetery, and Recreation Departments when the need for engineering and surveying services arise.

Massachusetts Procurement Laws are often complicated and challenging to navigate. We assist all Departments in the procurement of supplies and services, and disposition of property. This year's examples of this include:

- Design of a new golf cart building, golf restaurant lease, and new golf cart procurement.

- New emergency generator for the Fire Department

- Window preparation and storm window installation for three Town historic buildings

- Restoration of the historic Crowell Barn.

- Disposition of surplus Queen Anne Road property.

- Sale of surplus sand from dredging operations

- Future disposition of Harwich Middle School.

The new Allen Harbor handicap accessible floating dock system designed by the Engineering Department was installed in 2013.

The dredging of Allen Harbor was completed in 2013. The Engineering Department aided in the administration of this ambitious Town project.

Design and specifications were completed and permits obtained for the replacement of the Long Pond Beach septic system, and installation of a new pre-cast concrete restroom. Construction for this project is planned for the spring of 2014.

A parking lot was designed for public land off of Great Western Road. This was constructed by the Highway Department in the summer of 2013.

Design and specifications were completed for a solar powered bike crossing signalization system for the Great Western Road bike crossing. This system was installed by the Highway Department.

The Engineering Department is assisting the Harbormaster to realize improvements to the Allen Harbor parking area, including replacement of the failing bulkhead, and improvements to the drainage system.

Professional Land Surveyor, Paul Sweetser of the Engineering Department continues to be a valuable resource to all Town Departments.

I wish to extend my appreciation to all other Departments for their support and cooperation.

Respectfully submitted,

Robert Cafarelli, PE
Town Engineer

Report of the **Golf Committee**

The 2013 season is over and change continues to lead to improvement at CVGC. Changes to the 14th tee box along with tree work at the tenth hole will produce a whole new perspective for the golfing public in 2014 - part of the "winter work plan". Bunker renovations and upgrades to the existing cart paths will be among other featured changes for the new year. Finally, we will also be implementing a new plan to provide enhanced comfort stations for men and women at appropriate locations on the course.

Please critique our accomplishments and goals for this past season. The golf committee is working very hard to make CVGC a competitive premier municipal golf operation.

Special thanks to Dennis Hoye & Joe McNulty along with their fine staff for an outstanding season on the Operations side. On the Maintenance side, Mr. Shawn Fernandez and Rob Donovan along with their crew have to be acknowledged as well.

2013 Accomplishments

- Locked in the **2014 Ma. Public Links Championship** at CV to be held on Aug 4th and 5th
- Positive Public Relations Initiatives through TV Advertising and numerous Golf Magazines depicting CV as one of the premiere Public Courses on Cape Cod
- Revenue in FY '14 off to fast start with a strong Sept and Oct
- Developed a CV Strategic Plan which will act as a work in progress for GC
- CV placed new lessee for Clubhouse restaurant and relationship is off to positive start
- Chatham and Non-resident memberships totaled 143 in 2013, an increase of 17 vs. prior. This helped the declining trend in Harwich resident memberships
- CV Maintenance Dept. along with USGA recommendations has implemented Landscape Renovation at CV which will be an on going project
- Harwich, Dennis, and Brewster implemented an inter-municipal program of sharing equipment and labor, realizing cost savings in the aerification program at each town course
- Successful hiring of architect for "Cart Barn Project" utilizing "GIF" to map out a cost effective replacement structure for golf cars
- Expansion of Junior Golf programs with an eye to the future, e.g. the new Monomoy "Girls" golf program

- New partner communities of Orleans and Eastham will join the CVGC community at a reduced rate (helping to keep membership costs at a reasonable rate for residents)
- Chatham returns as an equal membership partner for the 2014 season.

2014 Goals

- Revenue target of \$1.7m. in FY '14
- Continue to explore new Membership Opportunities at CV targeting other bordering towns and new classifications of membership within the town based on demographic data
- Investing from the Golf Improvement Fund on CV Course Priorities established by GC
- To continue to improve the CV Customer Experience through employee training
- Implement Electronic Payment of CV Membership Fees
- Expanding the scope of the Pro Shop revolving fund to deal with clubhouse repairs and the modernization of existing facilities
- Management Restructure of the Golf Pro Shop and Maintenance Dept. including updated job descriptions
- Developing new revenue streams by marketing hotel/golf packages for the shoulder seasons
- Exploring new energy alternatives at CV, specifically GAS and SOLAR
- Expanding Inter-Municipal cost saving strategies on the maintenance side of operations

Respectfully submitted by the HGC,

Clem Smith, *Chair*
 Tom Johnson, *Vice Chair*
 John Crook
 Martha Duffy
 Robert Kingsbury
 John Moretti
 Jeff Williams

Appendix - Financial overview of last year's operation

Cranberry Valley G.C.
FY 2013

Revenue

Greens Fees	\$746,609.28
Driving Range	\$55,274.48
Pull Carts	\$8,223.57
Cart Rental	\$219,212.91
Range Membership	\$6,710.00
Resident Membership	\$612,275.00
Non-Resident Membership	\$45,975.00
Total	<hr/> \$1,694,280.24

Expenses

Operating Expenses	\$560,018.11
Salary & Wages	\$684,220.36
Capital Expenditures	\$22,668.44
Total	<hr/> \$1,266,906.91
Grand Total	\$427,373.33

Report of the Harbormaster Department

MISSION

The Harwich Harbormaster Department served the maritime community in a professional and competent manner. Maintaining a multi-mission readiness and response posture, the department provided assistance to mariners and vessels in distress, enforced MA General Laws and Harwich bylaws pertaining to vessel operations and waterways, maintained all Town owned aids to navigation, operated all Town owned marine pump-out facilities, effectively managed the Saquatucket Municipal Marina, and administered the slip, mooring, and off-loading permitting process in an accurate and timely manner.

PERSONNEL

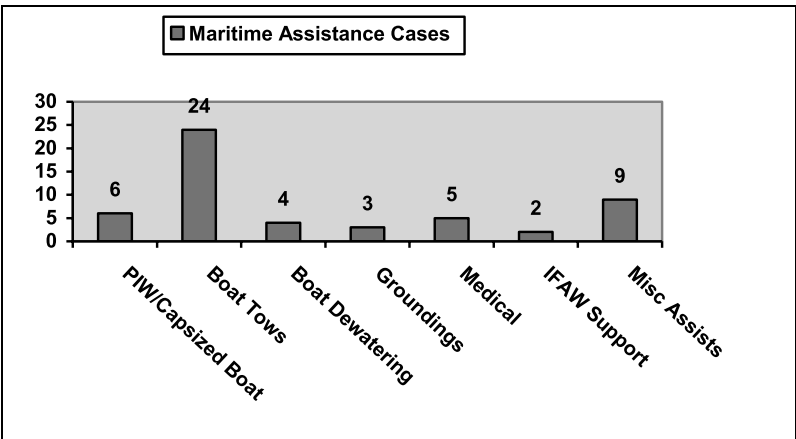
Full- Time Staff:

John Rendon	Harbormaster
Heinz Proft	Natural Resources Director/Assistant Harbormaster
Michelle Morris	Executive Assistant
Tom Telesmanick	Dockhand/Maintenance

Seasonal Staff:

Jim Coyle	Matt O'Brien	Bill Neiser
Frank Kunz	Paul Fox	Peter Sheppard
Conor Smith	Jacob Silva	David Likos

OPERATIONS



Maritime Assistance – The above graph illustrates the number and type of maritime assistance cases that were accurately recorded in Incident Reports and patrol boat daily logs. The 53 cases successfully executed by the department's patrol boat operators resulted in many lives saved or assisted and thousands of dollars in property saved. Within the Miscellaneous Assist category, the department responded to several kayakers & small sailboats reported in distress, searched for an overdue boat, assisted boats tangled on mooring chain, and searched for the operator of a rigged windsurfer found floating in surf line. Many of the maritime assistance cases were conducted with the support of Harwich Fire, Harwich Police, Chatham Harbormaster Department and Coast Guard Station Chatham. Harwich Fire in particular provided exceptional support; 10 cases were jointly executed by the Harbormaster and Fire departments.

Law Enforcement – The primary objective of all law enforcement actions by the Harwich Harbormaster Department is to promote public safety and compel voluntary compliance with federal, state and local boating and waterway regulations. The following enforcement actions were recorded:

- Harbor Management Plan - 4 warnings and 8 non-criminal violations issued for non-compliance.
- Waterway User Fee – 43 warnings and 4 non-criminal violations issued.
- Mooring Permits – 104 warnings issued.
- Ramp/Parking Permits – 55 non-criminal violations issued.
- 4 moorings were revoked for non-compliance issues.

Aids to Navigation – Patrol Boat operators deployed approximately 65 seasonal private aids to navigation within Harwich waterways prior to the start of the boating season; this includes channel markers, swim area buoys and no-wake buoys. Position of aids are verified and adjusted as needed throughout the season, and all buoys are hauled for maintenance at season end. Working through the Coast Guard, we issued local Notice to Mariners for the Fish Weir set locations and for the temporary closure of Allen Harbor channel during clean-up dredge operations conducted by the County.

Tuna Landings: The number of permits and the number of tuna landed during 2013 was significantly lower than previous years. Throughout the season, many of our local fisherman and our regular transient tuna boats commented on the lack of tuna in the area. Department staff, particularly the evening watch, verified the offloading and buyer permits, and accurately recorded the number and weight of each tuna landed in Harwich.

Year	T-Permits	Dates	Tuna Landed	Largest Tuna	Total Weight
2013	25	*1Aug-30Oct	72	785	28,800
2012	44	30Aug-28Nov	183	1057	73,477
2011	50	4Sep-1Nov	102	884	45,909
2010	49	11Sep-3Nov	238	795	94,490
2009	48	24Sep-8Nov	147	1100	-

* 2013 we had 6 fish landed in June and 4 in July

Clean Vessel Act: Throughout the boating season, patrol boat operators remained very responsive to requests from boat owners for sewage pump-out services. Operating within the guidelines of the state Clean Vessel Act program, the department operated 3 portable pump-out carts and 2 pump-out boats, one located in Round Cove and one in Saquatucket Harbor, logging over 75 separate pump-out requests totaling approximately 2,535 gallons recovered. This does not include the thousands of gallons of sewage collected at the pump-out station at the east bulkhead of Saquatucket Harbor.

Training: The following formal training courses were attended by the Harbormaster and Natural Resources Director (Asst Harbormaster):

- Boating Law Refresher Course – MA Environmental Police
- Boat Operators Search & Rescue Course – National Association of State Boating Law Administrator (NASBLA)

* Harwich hosted a 4 day training NASBLA certified boat operators training course for Assistant Harbormasters and Fire Department personnel from various Cape Cod and Southeastern MA towns. Harbormaster assisted with course instruction.

Joint underway boat training was conducted throughout the season with CG Station Chatham and Harwich Fire personnel. Drill scenarios were developed for the following emergency response training exercises: day and night towing, dewatering/fire fighting pump operation, pipe patching, man overboard, search patterns, and night navigation. In addition, significant boat familiarization training was conducted with the departments new patrol boat – Marine 77.

FY2013 HARWICH HARBORS RECEIPTS

The table below provides a comprehensive list of Harbor and Waterway related revenues collected within the Harbormaster Department throughout fiscal year 2013. While there was no increase in dockage or mooring fees from the previous year, the department was able to realize an increase in total revenue for the year. Waterway User Fees realized a significant increase as mooring permit holders were assessed a \$50 user fee in 2013; previous years

the fee was only assessed to slip permit holders. Also the Harbor continued to generate significant revenue from Visitor Dockage, a result of Michelle Morris, the department's Executive Assistant, ability to maximize visitor and tenant at-will dock assignments.

Category	FY13	% change	FY12	% change	FY11
Saquatucket Dockage	\$540,812	-6.08	\$575,843	7.9	\$533,674
Visitor Dockage	\$143,359	20.35	\$119,118	-18.26	145,719
Mooring Permit Fee	\$75,900	.13	\$75,805	.20	\$75,655
Allen Harbor Dock	\$26,325	-5.74	\$27,927	10.54	\$25,265
Ramp Fee Collected	\$24,776	7.97	\$22,947	6.78	\$21,490
Wychmere Town Pier	\$23,444	-3.60	\$24,319	13.76	\$21,377
Electric Use	\$27,514	42.22	\$19,346	-7.70	\$20,960
Offload Permit Fee	\$16,671	6.34	\$15,677	-0.10	\$15,693
Waiting List Fee	\$12,975	1.68	\$12,760	-4.64	\$13,380
Waterways User Fee	\$71,213	202.22	\$23,563	19.12	\$19,780
Fuel Commission	\$7,188	-2.93	\$7,406	2.75	\$7,207
Ice Receipts	\$2,743	35.89	\$2,019	7.88	\$1,871
Mooring Agent (MSA)	\$600	0.00	\$600	-25.00	\$800
Restaurant Tie-up	\$259	-22.22	\$333	50.68	\$221
Fish Weir Permit	\$50	0.00	\$50	0.00	\$50
Allen Parking Rental	\$15,093	0.00	\$15,093	0.00	\$15,093
Mooring Set/Haul/Insp	\$40	-63.64	\$110	37.5	\$80
Total Receipts	\$988,962	4.88	\$942,905	2.68	\$918,316

GRANTS

A Fishing and Boating Access (FBA) grant through the MA Department of Fish & Game was agreed upon to help fund needed repairs and renovations to the Allen Harbor public ramp and facility. The project includes the replacement of the main bulkhead, re-grade of the parking lot with a porous pavement drainage system, construction of a bulkhead along the south end of the parking lot, repair of the boat ramp, and replacement of the fixed pier. A Land Management Agreement has been signed with an agreed cost share of Town 38% and State 62%. The project will be conducted in two phases with the main bulkhead being replaced in Spring 2014 and the remaining projects items to be completed the following Fall/Spring.

The project to replace the Wychmere Town Fish Pier and bulkheads was selected for a state Seaport Advisory Council Grant. The total project cost is estimated at \$1,704,000 and the Seaport Grant will fund \$1,225,600, leaving the Town's share at \$478,400. The plan is to have the engineering design work completed early summer with reconstruction to start at the end of the 2014 boating season.

DREDGING / BEACH NOURISHMENT

Allen Harbor Basin (1 January – 02 March 2013) – With the approval of the January 15, 2013 Time of Year Restriction waiver, the Allen Harbor dredge project was successfully completed. Approximately 46,000 cubic yards of material was dredged from the harbor, 38,000 yards were removed by Burnham Associates and 8,000 yards by the Barnstable County dredge. Significant conditions were placed on the Town as part of the TOY restriction waiver, including deployment of silt curtain, underwater video, daily water temps, and epi-benthic sled samplings – measures to detect the presence of and protect winter flounder.

The utilization of the Barnstable County Dredge was critical to the successful completion of the Allen Harbor dredge project. The County dredged approximately 6,000 cubic yards of sand from the entrance channel to Herring River to build a large berm on the Pleasant Street beach parking lot. The berm held the 8,000 cubic yards of material dredge from Allen Harbor. The material was allowed to dewater for approximately 6 weeks, and then mixed with the sand material from the berm and trucked to an approved disposal site.

Allen Harbor Basin (November 2013) – Barnstable County dredge removed an additional 2100 cubic yards of material from 3 areas within Allen Harbor that were not sufficiently dredged during the initial project. Grain size samples were taken and found to contain less than 10% fines and therefore the material was used to nourish Wah Wah Taysee public beach.

MULTI-MISSION PATROL BOAT

On September 25, 2013, Eastern Boat Company in Milton NH delivered the Town's new multi-mission patrol boat. The boat replaces the Commander, a 35-foot Duffy that the Town received in 1996 through a federal fisheries permit buy-back program. The Commander was transferred to the Barnstable County Dredge in exchange for \$45,000 worth of dredge work. A Christening Ceremony was held on Friday, October 4, 2013 for the new patrol boat called Marine 77. Clement Kacergis, although unable to attend the ceremony, was selected to Christen the boat, as he is the longest standing slip permit holder in Harwich. Marine 77 will serve maritime response needs of both the Harbormaster and Fire Department.

Respectfully Submitted,

John C. Rendon
Harbormaster

Report of the **Natural Resources Department**

Shellfish Laboratory

For the past twenty years, the Town has been raising shellfish in the Shellfish Laboratory located at Wychmere Harbor. This year, over 700,000 quahogs were raised in the lab and subsequently field planted in Harwich shellfishing areas. Shellfish seed (3mm-5mm) was obtained from Aquacultural Research Cooperation (ARC) in Dennis. This was done via a direct purchase as well as the Barnstable County Seed Grant Program. Not only did we continue to have an excellent survival rate of 99% this year, our quahog seed grew to an average of nearly 16 mm, our largest average in 20 years. Shellfish seed was field planted in Herring River, Oyster Creek, Wychmere Harbor, Stony Flats outside Saquatucket Harbor, Round Cove and Pleasant Bay. The shellfish lab building is certainly beginning to show its age. The entire building, especially the roof, will need to be addressed in the very near future.

Our shellfish seed continued 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. Kennebec River Biosciences, tested our seed clams and they received a clean bill of health. The shellfish health inspection allows for transplanting of seed to other bodies of water for planting.

The Harwich Shellfish Lab continued to be a great hands-on internship program for high school students. This was the 16th year the Harwich Shellfish Lab conducted its high school summer aquaculture internship program. The six week program enabled students Joshua Reznik, Michael Steidel, Jennifer Witzgall and teaching supervisor, Jill Eastman, to work closely with the Natural Resources Department to monitor and maintain the Shellfish nursery during its busiest time. All the students who have passed through the program have been enjoyable to work with and this year was no exception. The Shellfish Lab, which is open to the general public, received over 300 visitors/tours this year bringing our total to over 6,000 visitors to the lab.

Oysters were also grown in the shellfish lab (3-4mm). These were obtained from ARC in Dennis as well. 100,000 Oysters were grown in the lab and eventually transplanted in Wychmere Harbor. We have experienced positive results in both growth and survival with the oysters we have seeded along the shore of Wychmere Harbor. Recreational shellfishermen were able to harvest legal size oysters (3 inches) that were planted last year.

In past summers, the Shellfish Lab interns collected data from Nantucket Sound including water temperature, water salinity, dissolved oxygen, and

turbidity. This summer, interns assisted in collecting Water Quality Task Force data in Wychmere and Saquatucket Harbors.

The Harwich Natural Resources Department continued to receive assistance with many of our projects from volunteers. One long term volunteer, John Reynders, spent yet another summer/fall tending to the needs of the shellfish lab. His help was truly appreciated.

Volunteer Shellfish Wardens

To patrol the local shellfishing flats, assistance was provided by a dedicated group of volunteer shellfish wardens: Ron Saulnier, Jim Coyle and Dean Knight. They were very generous with their time and energy. Patrolling the shellfish flats throughout the year, they not only enforced the shellfish regulations, but educated the public as well. The Natural Resources Department was more efficient and more productive because of their help. We thank all our volunteers for their effort.

2013 Shellfish Permits Sold

Resident Family	244
Non-Resident Family	28
Commercial	6
Seniors	108
One-Day Non-Resident	47
TOTAL	433

Current shellfish permit rates:

Resident Family	\$20/year
Non-Resident Family	\$60/year
Commercial	\$50/year
Seniors (65+)	\$ 6/year
One-Day Non Resident	\$20/year

Shellfishermen are asked to fill out a 2012 survey when obtaining their license at the Natural Resources office at Saquatucket Harbor. From those surveys we were able to compile the following averages per shellfishermen:

Days someone went shellfishing	8
Pails of quahogs	3.7
Pails of oysters	0.21
Pails of softshells	1.73
Pails of scallops	0.04

* 1 pail = 10 quart (weekly limit)

Note: When someone buys a permit the previous year's survey results are collected. The 2013 data will be available after everyone has purchased their 2014 license and will be included in 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. The moratorium on the taking of herring in Massachusetts is still in effect. The annual meeting for the River Herring Network, held in Bourne this year, presented a historical account of herring populations. It is possible we may see river herring on the threatened or endangered species list in the future.

With the help of many Americorps volunteers, Herring River was kept 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 (HCT) had 30+ volunteers on a fixed schedule from March 31st through May 15th stationed at the point where herring enter Hinckleys Pond. Several times a day, volunteers tabulated fish counts for a 10 minute period. The estimated size of the Herring River run this year was 91,167 fish.

The Massachusetts Division of Marine Fisheries chose Harwich as a location to place one of their video monitoring systems in the 2013 herring run. This was delayed one year and will be implemented in the 2014 run. This will enable us to pursue video counting as well as address species identification concerns.

The eel ramp located off Bank Street, also managed by HCT, had volunteers counting eels making their way into Grassy Pond in the spring. The eel ramp consisted of a small electric pump which kept an inclined ramp moist in order to assist the passage of eels from Cold Brook into the pond. Without the assistance of this pump/ramp system, not a single eel could migrate up into Grass Pond.

The eel counts have varied greatly over the years. Many factors influence the number of eels migrating through the eel ramp. Most likely, water level manipulation at the ramp-pond interface has the greatest effect.

Year	Eels
2013	5,755
2012	5,890
2011	9,247
2010	5,000
2009	25,000

Harwich Water Quality Task Force (HWQTF)

Harwich is truly a special place when you realize that for over 10 years citizen

volunteers have been collecting water quality data on behalf of the Harwich Natural Resources Department. Their dedication and hard work is inspirational, to say the least.

Local water quality monitoring continued in Saquatucket Harbor, Wychemere Harbor, Allen Harbor, Herring River, and many 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 coliform levels. This data is often the springboard for several aquatic and estuarine reports/studies completed for the town.

A project of this magnitude could only be completed with the continued support of our hard working volunteers – Ellen and Chris Geanacopoulos, Bob Smith and John Preston, Bill Otis, Chet Berg, Jane Chase, Mary Ann Jones, Jack Bakker, Jim Cronin, Kathleen Welch, Ralph and Jane Anderson, Jack Lohr, Peter DeBakker, Tony and Marian Piro, George Meyers, Patsy Lightbrown, Janet O’Leary, Staci Robichard, Sean Burke, Art Winterhaltler, Paul Erickson, Deborah Aylesworth, Joe Seidel, Bill Clary, Jim Brennan, Ed McCarthy, Ray Sacramone, and Bob Sarantis.

Results from the HWQTF can be accessed at the website – www.hwqtf.com. The website not only provides details about the program, but contains interim reports, data from the sampling locations, and aerial photos, some of which illustrate algal blooms.

Special thanks to Bob Sarantis who resigned this year. Bob not only helped water sample for many years, but also helped coordinate the entire sampling program. Water Sampling will continue in our ponds and estuaries and good volunteers always benefit the program.

Hinckleys Pond

The diagnostic assessment study of Hinckleys Pond by Water Resource Services in conjunction with CDM-Smith continued to garner attention. The study addressed previous algal blooms and current impairments to the pond. It took into account many factors including iron-bound Phosphorus in the sediments, hydrologic loading, watershed features, and nutrient loading. The full report “Evaluation of Hinckleys Pond, Harwich, Massachusetts” can be found on the Town’s web site as well as at the Brooks Free Library.

Given the size and importance of the pond, the water quality task force will seek funding to remediate the phosphorous concern in the benthic layer of the pond.

Comprehensive Wastewater Management Plan (CWMP)

In order to address the town’s future wastewater needs and the degradation

of Harwich's estuaries, the town worked in conjunction with the water engineering firm CDM-Smith to complete a comprehensive wastewater management plan. The plan was reviewed by the Board of Selectman and submitted for review to the MassDEP and the Executive Office of Energy and Environmental Affairs. 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 need improved wastewater treatment methods, Harwich can meet current and future developmental needs in regards to nitrogen daily loads. More information regarding the CWMP can be found in the annual report of the Water Quality Task Force. This year there was also a report completed by the Wastewater Implementation Advisory Committee (WIAC). The report addresses the many funding avenues the Town could pursue in implementing the CWMP.

Pleasant Bay Alliance (PBA)

The Pleasant Bay Water Quality Monitoring Program completed its 14th year of collecting water samples. The Pleasant Bay Alliance sampled many sites throughout the bay and surrounding embayments. Three current sampling locations are in Harwich waters; two in Pleasant Bay and one in Round Cove. Volunteers Tina Maloney, Tom Telesmanick, Robert Thomas, Donald Jamieson, Tom Hinesley, Al Williams and Dave Bennett were generous with their time and we thank them for their assistance.

In 2013 the alliance completed its third five-year resource management plan update. The plan contains recommendations in areas of biodiversity, habitat and wetlands protection, fisheries management, watershed planning, navigation safety, public access and historic resources. It was adopted by town meeting and is now being reviewed by the state Secretary of Energy and Environmental Affairs. Further information on all Pleasant Bay Alliance activities can be found in their annual report and the program website www.pleasantbay.org

Miscellaneous

Division Fisheries and Wildlife conducted a black duck banding project in Pleasant Bay/Round Cove in February. Ducks were trapped (live), banded and released. Increasing seal populations and associated sharks are a growing concern for those enjoying the beach. A new "break" through Monomoy Island early in the year near Outermost Harbor Marine in Chatham may play a role in seal movement through our waters. Occasionally dead seals wash up on our shores, but this past May a Risso's Dolphin stranded just east of Bank Street beach. These dolphins are found worldwide in temperate and tropical waters, usually in deep waters rather than close to land. IFAW/Marine Mammal stranding assisted in the removal of the dolphin in order to perform a necropsy.

Appreciation

Much of the work completed by the Natural Resources Department was accomplished with the help of other departments. I would like to thank the Harwich Police, Fire, Highway, Park & Recreation, Health, Conservation, and Planning departments for all their assistance. Harbormaster John Rendon, Michelle Morris and Tom Telesmanick were essential in coordinating daily operations. I appreciate all their effort and hard work assisting me in my endeavors.

Heinz M. Proft
Natural Resources Director

Report of the **Pleasant Bay Alliance**

The Pleasant Bay Alliance is an organization of the Towns of Chatham, Orleans, Harwich, and Brewster charged with implementing the Pleasant Bay Resource Management Plan. The plan incorporates the Pleasant Bay Area of Critical Environmental Concern (ACEC) and the 21,600-acre Pleasant Bay 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 2013 are listed below. More information is available at www.pleasantbay.org.

The Pleasant Bay Resource Management Plan is updated by the Alliance every five years. The third five-year update was developed in 2013 with input from local and regional resource managers and interested citizens. The 2013 Update contains recommendations in the areas of biodiversity and habitat protection, wetlands protection, fisheries management, watershed planning, coastal processes and structures, navigation safety, public access and historic resources. The 2013 Update was adopted by Town Meeting in each of the four Alliance towns and was then sent to the state Secretary of Energy and Environmental Affairs for approval.

The Pleasant Bay Citizen Water Quality Monitoring Program completed its 14th monitoring season in 2013. Trained volunteers collected samples at more than 20 locations throughout the Bay, and a 90% sample recovery rate was recorded. Data from the monitoring program are used by the towns to guide nutrient management planning.

Public education activities included a Summer Speaker Series featuring experts on resource management topics ranging from marine invasive species to sea level rise and erosion control. The Alliance also co-sponsored the Seal Symposium along with the Provincetown Center for Coastal Studies, Friends of Pleasant Bay and Cape Cod Fishermen's Alliance.

Implementation activities for the Pleasant Bay Fertilizer Management Plan included a training session on fertilizer best management practices for municipal turf managers co-sponsored with GreenCape. The Alliance also distributed information cards containing best practices for residential lawn care and testified in support of the Cape Cod Fertilizer District of Critical Planning Concern. The Alliance also commented in opposition to NSTAR spraying within the Pleasant Bay watershed.

The study of coastal resources continued with collection of tide gage data in Meetinghouse Pond and at the Chatham Fish Pier. The Alliance continued

to coordinate with state environmental agencies regarding approval of regulations that would allow improvement dredging in a portion of the ACEC under prescribed conditions. The Alliance also launched the development of best management practices for erosion protection.

The Alliance presented Conservation Commissions in each of the four towns with proposed permitting guidelines for docks in freshwater lakes and ponds within the ACEC. Each Commission wrote a letter in support of the guidelines. The guidelines now will be sent to the state Secretary of Energy and Environmental Affairs for approval.

The Alliance wishes to thank the citizens of Harwich for your ongoing support.

Respectfully submitted by:

Larry Ballantine, *Selectman, Steering Committee*

Allin Thompson, Jr., *Steering Committee*

Heinz Proft, *Natural Resources Director, Technical Advisory Committee*

David Spitz, *Town Planner, Technical Advisory Committee*

Amy Usowski, *Conservation Agent, Technical Advisory Committee*

Carole Ridley, *Alliance 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 2013.

The completion of the Route 137 Transportation Improvement Project (TIP) is the highlight of 2013's accomplishments. Through the cooperative efforts of MassDOT, Lawrence Lynch Corp., and the Town of Harwich, this project was completed on budget and ahead of schedule. The safety improvements made for motorists, pedestrians, and bicyclists were greatly needed. Feedback from residents and businesses alike has been very positive.

We hope to be able to provide the same improvements to the Route 124 (Pleasant Lake Avenue) corridor. While this project progresses through the planning phase, we continue to listen to the input of residents and try to incorporate their concerns, while still fulfilling the objective of the design criteria. We hope to see this project through the design phase and get the project out to bid this coming year.

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 consisted of two full-time employees for the majority of the year. A new position of Facilities Maintenance Manager was filled at the end of November. They are 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 2013:

- Relocated and rebuilt shed for the Community Center ball field
- Added an addition to the existing deck at Bank Street Beach for foot shower
- Re-shingled the roof at Bank Street Beach bath house with extended life vinyl shingles.
- Designed and oversaw the installation of new garage doors for the Fire and Police Departments

- Installed partition walls with electrical outlets in Bay 5 for the Police and Fire Departments.

This department also responded to and completed over 100 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 five full-time employees, is responsible for maintaining the cleanliness of the Town Hall, Community Center, Police Department, Library, and the Albro House.

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, etc....
- 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.

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 341 trips to this facility moving a total of 7,613 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 1,414 tons of recycled material was hauled mostly to New Bedford and accounted for a total of 184 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 335 trips, hauling a total of 5,554 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 Saturday, Sunday from 9AM-3PM, year-round 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. Collections are held on the second Saturday of each month from May through October, 9AM-12PM. During the collections in 2013, the Disposal Area recycled a total of 8,750 gallons of paint, serving 292 cars and 358 households.
- The Disposal Area also collected 2,625 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 132 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:

- Installed 32 drainage systems
- Reconstructed 13 drainage systems

- Patched potholes and made road repairs using 27 tons of asphalt with Highway Department personnel
- Cleaned 240 catch basins with Town-owned equipment
- Maintained all Town owned beaches from May thru September
- Completed street sweeping the entire Town, including all Town buildings and municipal lots, by September 18, 2013
- Striped 48 miles of road
- Completed maintenance striping of 11 municipal parking lots
- Completed tree pruning on 11 town roads
- Completed roadside mowing on all main roads and started on secondary roads
- Installed 33,000 sq. yd. of Micro Surfacing and 86,900 sq. yd. of Chip Seal on Town roads
- Paved 5 roads using 2,400 tons of asphalt and loamed & seeded the shoulders of those roads
- Responded to 403 work orders (requests for service)
- Maintained 11 gravel roads and 8 gravel parking lots

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.
- 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 the Building Maintenance Department with the relocation and rebuilding of a shed for the Community Center ball field.

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.

The Forestry Department's part-time employee, Carleton Francis, retired in 2013 after 23 years of service. Many thanks to him for his years of dedicated service and the wealth of knowledge that he brought to the Town. We wish Carleton a very happy retirement.

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 2013.

- Performed approximately 684 minor and 266 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

- Disposal Area Scale – continued servicing and maintaining the scale
- Major repair on the Highway generator cooling and fuel systems and housing structure
- Major pump conversion on Fire Department Pumper Engine
- Major repair on Fire Department ambulance
- Prepare approximately 100 vehicles & pieces of equipment for State Inspection
- Major overhaul of Water Department trailer
- Completely rebuilt the fan assembly for the DPW vacuum sweeper and rebuilt the conveyor and side broom on the DPW mechanical sweeper
- 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 Landfill trailers

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.

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 **Recreation Department – Youth, Park, Beach & Commission**

The Town of Harwich Recreation Department and Commission had a very successful 2013. 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. We opened up our brand new Pleasant Road Beach Restroom Facility for use this last summer. We also plan to install brand new restroom facilities at Long Pond Beach and at the Recreation Multi Purpose Fields behind the Community Center this Spring for use in the Summer of 2014. We have completed a conceptual design of the expansion of Brooks Park and are working on securing the funding for the first phase of this multi-year, multi-faceted project. The Recreation Department and Commission have many other goals for the following year including the continued updating of beach restrooms, further expansion of all of our Recreation Programming, and the maintenance of all our current properties throughout the town keeping in mind safety and compliance for all of our properties and structures.

The Recreation and Youth Department also added 9 new programs to their program list this year including; Adult Doubles Tennis Lessons, Youth Yoga, Hoops With Noop, Youth Winter Pickle Ball, Family Nights, Crafting Class, Summer Youth Pickle Ball, Spring Youth Exercise and Conditioning, and Juggling Class. We will continue to explore any and all programming that would benefit the people of Harwich; youth, adult and senior alike.

This year we also expanded our services to include Recreation program pick up at the Elementary School. We provide door to door transportation from the Elementary School to the Community Center for all elementary school children registered for programs throughout the year. We have been able to collaborate very effectively with Harwich Elementary School in providing this service and making our programs as accessible and convenient as possible for the community, parents, and program registrants. This new program has benefited greatly from the acquisition of a new passenger van this past May so that we may have 2 passenger vehicles equipped to aid us with our pick-up program. This new service has significantly increased our program numbers in each season throughout the year. The following is a list of our youth program registration numbers by season for the past year.

Spring 2013-	203 youth program participants (10% increase from the previous year)
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Summer 2013-	927 youth program participants (10% increase from the previous year)
Fall 2013-	249 youth program participants (12% increase from the previous year)
Winter 2013-	308 youth program participants (34% increase from the previous year)

We also had over 200 adults and seniors participate in adult Recreation Department programming throughout the year. These numbers also do not include 4555 attendees of our very popular free open gym and game room program held daily by the Rec. Dept. The following is a monthly count of open gym attendees throughout the past year:

Jan 2013-	531	July 2013-	177
Feb 2013-	501	Aug 2013-	152
March 2013-	488	Sept 2013-	324
April 2013-	402	Oct 2013-	391
May 2013-	351	Nov 2013-	360
June 2013-	366	Dec 2013-	512

We aim to continue to provide a variety of new programming in the future and to continue to provide our previous programming at the high level we strive for at the Harwich Recreation Department.

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
Flashback Fitness	Pickle Ball
Table Tennis	Double Tennis Lessons

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 Recreation Program Registration Fees	\$9,365
(summer swim lessons are the only summer program not in revolving fund)	
Daily Beach Parking Passes	\$49,855

Beach Sticker Sales	\$252,647
General Fund Program Fees	\$4,100
Food Vendor Bids for Town Beaches	\$15,000
Beach Parking Violations	\$16,550
Total Deposit to General Fund	\$347,517

For the fifth consecutive year this was our highest general fund deposit for daily pass sales and sticker sales ever.

The Recreation Department's Parking Enforcement Officer, along with Eric Beebe, Susan Fraser, and the two beach supervisors also wrote 313 parking violations at the town beaches this year. This would account for a potential deposit of \$16,550 to the Town's General Fund.

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 Whitehouse Field, one of our Town's finest assets as well as the Cape Cod Senior Softball League for the work and resources they have contributed to Potter and Senior Memorial Fields.

During the summer season, the Recreation Department offered lessons in swimming, tennis, and offered a summer camp five days a week. Other programs offered were basketball, softball, baseball, soccer, and lacrosse. In the summer of 2013 we offered the option of full day summer camp in addition to the option of the half day program. This was very successful and was full each of the 4 two week sessions throughout the summer.

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 58 seasonal 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.

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 like to thank the following people for all of their continued support; the Town Administrator, Jim Merriam and Administrative Assistants; Sandy and Ann; and Interim Town Administrator Robert Lawton. The Commission and Department would also like to welcome our new Town Administrator, Christopher Clark, to the Town of Harwich. 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 Hoyer; the Town Planner's Office; the Health Department; the Conservation Department; 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, The Harwich 5K Road Race, Friends of the Harwich Community Center, Friends of the Council on Aging, the Harwich Garden Club, the Harwich Evening Women's Club, the Harwich Chamber of Commerce, and the Town Youth Counselor, Sheila House, 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, Michele Insley, Heath Teixeira, Andrew Barbato, Mike Beorgeois, Bill Doherty, James Kastritis, Peter Richer, Liam Dennehey, and D.J. Robinson.

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 **Utility & Energy Conservation Commission**

Solar Array at the Landfill A ceremonial ground breaking ceremony for the project of over 15,000 solar panels being installed to generate 4 MW of power at the capped landfill was held in November. Completion of the project is expected by June 30, 2014. The array will produce 4,888,500 kWh of electricity annually. When this project goes on line it will generate savings that will more than cover the cost of Harwich's municipal electric load. Anticipated savings are about \$250,000 the first year and amount to \$800,000 annually in year 20.

LED Street lights Cape Light Compact, through its energy efficiency program and on behalf of the Town is advancing a full conversion to light emitting diode (LED) street lights. The project to replace all 1100 town owned streetlights with LED fixtures at no cost to the town should be completed during the first quarter of 2014. The demonstration project of 8 LED lights installed was well received. The project will result in annual savings of approximately \$40,000 in utility costs and \$15,000 in maintenance savings to the Town.

Monomoy Regional High School The Commission held a joint meeting with the Chatham Energy Committee, Cape Light Compact, National Grid and the energy consultants for the new Monomoy High School building to discuss energy savings measures being planned. In the fall, the Cape Light Compact informed the school district that, based on the blueprints and the work done so far, the building project has earned more than a half million dollars in energy efficiency incentives. The \$587,486 comes from conservation surcharges on gas and electric bills, and will be awarded in the form of a payment directly toward the building project. The savings will be shared by the district and the Massachusetts School Building Authority, which helped finance the new school.

We maintained a full complement of five members all year.

Barry Worth, *Chairman*
Larry Cole, *member*
Valerie Bell, *member*
William Doherty, *member*
Terry Hayden, *Secretary*

Report of the **Wastewater Implementation Advisory Committee**

The Wastewater Implementation Advisory Committee (WIAC) was formed in the Spring of 2012 with the charge of advising the Board Of Selectmen (BOS) on the following 3 matters:

1. Establish a cost allocation policy for presentation to town meeting
Define options for paying the debt and Operations and Maintenance costs.
2. Explore potential funding sources
Including creating a comprehensive financial plan
3. Develop Organizational/management structure for the wastewater system
Develop a comprehensive plan for implementation

We have now completed our recommendations in a report entitled Comprehensive Cost Recovery Plan for Wastewater Implementation (CPWI). This is available on the town website within our committee section under Public Documents/Reports: http://harwich-a.gov/_Public_Documents/_HarwichMA_BComm/_Wastewater%20Public%20docs

This Cost Recovery report represents a unique way of considering how to finance the town's most expensive single project in its history. In our deliberations, we considered as many opposing views as possible so that we could craft something that might address each side:

- | | | |
|---------------------------------|----|--|
| ➤ Those on the sewer | vs | Those remaining on Title 5 systems |
| ➤ Large property owners | vs | Small and single lot property owners |
| ➤ Wealthy residents | vs | Moderate and disadvantaged residents |
| ➤ Taxpaying properties | vs | Tax exempt properties |
| ➤ Properties on town water | vs | Properties on private wells |
| ➤ Large users of town water | vs | Small users of town water |
| ➤ Residential development | vs | Commercial development |
| ➤ Residents | vs | Visitors |
| ➤ Frequent users of restaurants | vs | Infrequent users of restaurants |
| ➤ Property already developed | vs | Property to be developed in the future |
| ➤ Economic development | vs | No growth advocates |
| ➤ Advocates for open space | vs | Advocates for maximum development |
| ➤ Properties in dense areas | vs | Remote Properties outside town centers |
| ➤ Properties in our watersheds | vs | Properties outside our watersheds |

In the end, as in the beginning, we recognized that every one of these groups is responsible for the excess nitrogen (or future nitrogen) draining into our watersheds, and every one of these groups will benefit by having healthier estuary systems with the future of our harbors and bays looking brighter.

This assortment of fees and taxes involves all of those above. The prospect of having to fund a project of this magnitude can seem overwhelming and can cause anger, resentment and divisiveness in a small community like Harwich. We know our neighbors well, we know the people with whom we do business, we know our elected and appointed officials, and we all want to be treated fairly. When everyone understands the reason for the project and understands that no one is exempt from paying their share of the expenses, then, perhaps, we can all agree on a solution such as proposed in this document. The Wastewater Implementation Advisory Committee (WIAC) has created a balanced and fair approach to funding the project and has created a cost recovery model that will save millions of dollars.

Economic Growth

We strongly believe in the economic and cultural vitality of Harwich. We also believe that good growth is not simply adding to the population, it is adding to the community. After all, simply adding people for the tax revenue also adds a burden that is likely greater than the tax revenues such as costs for schools, police, fire and other town services. It is a net-loss proposition unless the growth we encourage benefits the community in other ways, especially economically. This responsible growth will bring much needed vibrancy to the community and more affordable and workforce housing options for current and future residents. As you will note in the table below, the ability to build over two thousand new residences and hundreds of thousands of square feet of commercial space is more than enough, when coupled with responsible town wide policies and regulations, to create exciting growth. Growth beyond that is costly, irresponsible and unnecessary and a no-growth policy is a flawed policy.

Residential build-out discussion – DU=Dwelling Unit

Watershed	Existing DU	Buildable DU	Build-out Total DU
Herring River	3,561	1,039	4,600
Harbors	1,875	318	2,193
Pleasant Bay	1,689	535	2,224
Other	3,711	341	4,052
Total	10,836	2,233	13,069

In addition, it is fully understood that the purpose for installing a wastewater system is to solve the excess nutrient problem and ensure healthy harbors and embayments. The purpose is not to enable additional development beyond the significant development allowed under current zoning and Title 5

septic. Every single additional user of wastewater is causing a greater problem and larger expense.

The Cost Recovery Model

The cost recovery model includes many sources of revenue:

- Betterments – a special fee just for those homes and businesses connected to the sewer equal to the cost of their savings for no longer maintaining or adding Title 5 or Innovative Alternative systems.
- Impact Fees
 - General fee for every Harwich property owner - \$250/year for 10 years
 - Water surcharge fee on all water bills of 35%
 - Construction fee for all new bedrooms (homes, additions, hotels, etc.)
 - Occupancy hotel/motel rooms tax increase 2% to 11.7%
 - Meals tax increase $\frac{3}{4}\%$ to 7%
- General Property tax will cover any costs not raised through fees

The Funding Matrix below shows how much revenue is generated from each source and what percentage of all capital costs is represented from that source. Due to current state and federal funding climate we are not anticipating any revenue from Grants or Loans.

FUNDING MATRIX

Source	Amount	% of \$180M	% of \$230M
Grants	\$0.00	0%	0%
Loans	\$0.00	0%	0%
Betterment – Residential	\$52,798,550	22%	29.3%
Betterment – Commercial	TBD		
New Residential Construction	\$48,120,000	20.1%	26.8%
New Commercial Construction	\$864,000	.4%	.5%
All Parcel Fee	\$28,265,000	11.8%	15.7%
Water Bill Surcharges	\$40,776,459	17%	22.7%
Room Occupancy Tax	\$10,002,766	4.2%	5.6%
Meals Tax	\$4,027,826	1.7%	2.2%
Totals All Fees and Taxes	\$184,854,601	102.7%	80.4%

Non-Capital Costs

There are two principal user fees that are the costs carried by those on the sewer only. These are the annual Operations and Maintenance costs and the one time hook-up fees to connect to the sewer that runs along the street. The O&M costs are estimated at \$3 million/year when the project is complete is divided amongst all of the sewer users or about \$600/year per home. The

hook-up fees vary dramatically depending on the distance to the road, the terrain and the topography. On average it is estimated to be about \$4,500, which if capitalized over 20 years would be about \$355/year per home.

These are the calculations taken into consideration in establishing the Betterment Fee listed above, so that in the end the costs for being on the sewer and remaining on Title 5 septic systems would be very similar.

Future Management Structure

Since the Draft Comprehensive Wastewater Management Plan (DCWMP) is still in its review stages and then should receive significant public outreach including adoption by Town Meeting, we are a long ways from approval for the project. As the complexion of the project can change so much during the start-up years, the committee recommends that the Town maintain as much flexibility as possible. Rather than set a precedent by having a structured and staffed department, We recommend the town out-source this management responsibility and contract with an individual or firm to fill the role for at least the first several years of the program and likely through 2028, when we still have so few users of the system and when construction begins on the HR-12 treatment plant in the Herring River watershed.

That person would be the Project Manager who would not then be burdened with managing other Town departments or town politics and is responsible to the Town Administrator or BOS when Town Administrator is unavailable. The project is too costly to have it suffer from management time constraints, which might occur if either the Highway Department or Water Department were given this assignment. However, during the startup years, there will most likely be “lag” times in the project due to a variety of reasons including everything from regulatory approval to funding issues to construction delays. We do not want a highly paid Town-employed manager sitting idle during lag times, but having a wholly qualified party representing Harwich’s interests alone would be extremely desirable.

Conclusion

Timeline

It is expected that the Board of Selectmen will act upon these recommendations and finalize their preference on how to fund this project during January 2014. Once that is accomplished the revised CPWI will be attached to the DCWMP for the final document to be approved on the state level and ultimately be considered by Harwich voters at town meetings going forward.

Public Outreach

The entire issue from the science of excess nutrients in our watersheds to the decision to build a central sewer system, to where the sewers will run and ultimately how it will all be funded is very complex.

All residents of Harwich need to understand the issues so we reduce any misunderstandings, eliminate the fear associated with the unknown, and turn any anger or resentment into an understanding that this is a project that must be done to keep our estuaries and bays in good balance and in good health for everyone's enjoyment.

Ultimately this means getting the word out to everyone – more information, more explanation, more education. A strong public outreach strategy is underway and the single most significant way everyone can contribute to the outreach is by word of mouth. Start asking questions and sharing the information you have learned so we might all benefit. It is important to remember that we are not alone. We have a partnership with Chatham for regional treatment, the Cape Cod Commission is using its resources to help with outreach and the future good well mean additional partnerships with Dennis and/or Brewster and our own treatment plant in the Herring River watershed.

Respectfully Submitted,
Ted Nelson – Chairman

Members:	Representing:
Hugh Drummond	- Harwich Taxpayers Association
Danette Gonsalves	- Water Quality Management Task Force
Chris Harlow	- Capital Outlay Committee
Ted Nelson	- Board of Selectmen Appointment at Large
Val Peter	- Citizens Advisory Committee
Bob Steiner	- Board of Selectmen Appointment at Large
Allin Thompson	- Harwich Water Department
Never filled	- Harwich Chamber of Commerce
Never filled	- Board of Selectmen Appointment at Large

Special Liaisons:	
Noreen Donahue	- Finance Committee
Larry Ballantine	- Board of Selectmen

Report of the **Water Department**

The Harwich Board of Water Commissioners and the Superintendent respectfully submit our Annual Report to the Honorable Board of Selectmen and to the citizens of the Town of Harwich for the year ending 2013.

Water System and Enterprise Fund

The original water system was established in 1936. Although major expansion projects were undertaken in the 1950's, late 1960's and again in the late 1970's, these expansions were accredited to system expansion. Since the establishment of the original water system, minimal work had been done to the infrastructure of the system prior to the inception of the Water Enterprise Fund in FY06; beginning July 1, 2005. The current water system includes the following:

14	Pump Stations on approximately 400 acres of well fields or watershed protection areas
5	Corrosion Facilities; including one laboratory facility
3	Water Storage Tanks (2 – 1 MG and 1 – 1.5 MG elevated tanks)
1	Greensand Water Treatment Facility (Newly constructed 6.5 MGD)
210	Miles of Water Main
1,360	Fire Hydrants
9,920	Service Connections
1	Main Office Building
1	Service Garage (4 bay)
1	Equipment Garage (1 bay)
1	Storage Garage (1 bay)

Since the inception of the Water Enterprise Fund many infrastructure improvements have been made and consist of the following:

- Construction of a new 1.5 MG water tank in 2006
- 25% of our hydrants in system have been replaced
- 73% of metered water accounts have been upgraded with new meters and radio read devices
- 104 new water services and 109 water service renewals have been installed in the past 3 years
- 1.75 miles of a 16" ductile iron transmission main was installed to connect our main treatment facility to the new Greensand Water Treatment Facility
- Construction of a new 6.5 MGD Greensand Water Treatment Facility, was brought online in 2012

- Wells 1 and 4 were redeveloped, submersible pumps were installed and these wells were brought online
- 5+ miles of optical fiber was installed to optimize SCADA system communications and alarms which included installation of video surveillance
- The Route 39 tank interior and exterior was rehabilitated in 2012 to include structural repairs
- Generators were installed at the Lothrop Ave and Pleasant Lake tanks
- SCADA upgrades and improvements
- Telecommunications equipment installed on two water tanks and cellular communication leases established with Verizon Wireless and T-Mobile
- Roof replacement and interior and exterior painting of all buildings
- Security fence installed around Route 39 tank
- Main building transformer replacement
- Electrical system upgrades at Stations 1, 2, 3 & 4 and Buildings A, B & C
- HVAC system installation at main building
- Repeater antenna installed at main station
- Blow-off pit installed at Route 39 tank
- Redevelopment of all Wells (over the past 5 to 8 years)
- Turbine wells replaced with submersible pumps at 13 out of 14 wells

The 2012 update to the Master Plan identifies a backlog of approximately \$40 million in capital improvements. Phase I includes water main replacement in Southeast Harwich in coordination with the installation of new sewer mains. When possible, infrastructure improvements are paid for by the enterprise fund retained earnings vs. borrowing.

System-wide Leak Detection

Leak detection is a necessary component to the management of a water distribution system. Unaccounted-for-water include unmeasured water put to beneficial uses such as firefighting and main flushing as well as water losses from the system. Illegal connections, leaks, theft and evaporation, etc. are examples of water losses. Such losses from the distribution system do not produce revenue, and are unavailable for other beneficial uses. The Department continues to be attentive in system-wide leak detection and is proud to report that the Harwich water system has only 6.4% unaccounted for water, well below the national average of 15%.

Award-winning Water System

The Harwich Water Department is pleased to announce that we received the Department of Environmental Protection “*2013 Public System Award*”. We are honored to receive this award and a Governor’s Citation in recognition of being “*One of the 10 Best Run Community Water Systems in the Commonwealth of Massachusetts*”.

North Westgate Road Greensand Water Treatment Facility

The North Westgate Treatment Facility project began in late 2013 and is anticipated to be online in July 2014. This new facility can treat 1.0 MGD and is expandable to 3.0 MGD. Full use of the well field at this location will help to keep the Lothrop Tank full without pumping water from the west end of Harwich.

Approximately 10 years ago the Department began to notice that Iron and Manganese levels were starting to rise. Because there was no adverse health effects connected to high iron and manganese, this project was placed on the back burner. Due to these levels rising, corrective action has been taken to install a second greensand treatment facility. Such facility will eliminate a host of issues from dirty or rusty looking drinking water to stained fixtures and clothing. Although these minerals are naturally occurring, the DEP has now declared them to have health effects on the elderly as well as children.

The cost of this project is estimated to \$1.6M and the Department is using State Revolving Fund financing to fund this project. A huge benefit to funding the project by this means is the significant debt forgiveness.

Water Storage Tanks

The Town presently maintains three water storage tanks that have capacities ranging from 1 MG to 1.5 MG. In 2012, the Orleans Road storage tank was rehabilitated which included structural repairs and painting. The Lothrop Avenue tank rehabilitation will commence in early 2013. Careful planning has allowed us to fund this project without borrowing. All tanks are on 10-year maintenance schedule. By maintaining the tanks we hope to prolong full replacement.

The Harwich Water Department is almost three years into Verizon Wireless and T-Mobile cell tower leases for Pleasant Lake Avenue and Route 39 water tanks. This revenue source continues to help offset the very expensive cost of water tank rehabilitation, maintenance and painting.

Services

The Water Department offers a wide variety of services from seasonal water turn on/off, new and renewal water service installation, utility markouts, final readings for property transfers, backflow inspection and much more. Below is a summary of services performed in 2013:

2013 Annual Statistics of Services Performed

Curb Stop Repair / Renewals	6	
Frozen Water Meters / Services	0	
Meter Reading Troubleshoot	289	
Hydrant Repairs	12	
Hydrant Replacement	0	
Hydrants Installed	11	
Installation of Yard Hydrants for Water Samples	0	
Mark Outs	261	
New Water Service Installations	32	
Property Transfers Requests	295	
Radio Reads Installed / Replaced	646	
Renewal of Water Services	41	
Seasonal Turn On / Off	1,213	
Total Hydrants in System	1,360	Hydrants
Total Usage for Hydrant for Construction	14,700	Gallons
Meter Change Outs	617	
Meters Installed	32	
Water Service Repairs / Technical Services	438	
Water Usage for Flushing	5,700,000	Gallons

Online Bill Presentment and Payment

The Harwich Water Department provides our customers a convenient way to view, print and pay your water bill online. Registering for this service also provides you with notification that your bill is ready as well as several reminders that your bill is due. Opting to go paperless is also a great option. We are sure you will find it more convenient and it is better for the environment. Already, due to the combined effort of many residents state-wide, 340 new trees were planted through the “National Forest Foundation’s Gift of Trees” program.

Visit our website and click “View or Pay a Bill” and register your account so you can take advantage of all the services that are being offered.

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. Enroll now by either visiting our website or contacting our office at 508-432-0304.

Service Tight Protection 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 repairs 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.

HarwichWater.com and HarwichGIS.com

If you haven't visited the Water Department website at www.harwichwater.com, we would like to invite you to do so. We continue to provide our customers with quick and easy access to all of the information they need. Some of the items you will find on our website are Department forms and reports, online bill payment, water rates and fees schedules, voice broadcast messages that were sent, up-to-date meeting minutes of the Board of Water Commissioners and news event updates. In addition, there are many informational facts and how-to instructions that you may find very helpful.

At www.harwichgis.com we have a variety of maps. You can view 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.

System Maintenance

Hydrants and Valves

The Water Department also has an ongoing program for maintaining our valves throughout the system. We continue to add valves into our infrastructure which allows us to isolate smaller areas of Town during water emergencies and provides even more discrete controls on our flushing program. Hydrants are inspected and exercised and fire flow testing continues to be done on a recurring schedule. The Department replaced, installed or repaired eleven hydrants in 2013. The majority of hydrant replacement and repair occurred in 2011.

Water Meter Upgrade Program

Water Meter upgrades continue on schedule. Meters age 15 years and older are part of our ongoing meter replacement program. In 2013, 617 meters were replaced and 32 new meters were installed for new water services.

Radio Read Installation Program

We continue to install radio reads throughout our customer base. In 2013 we installed 646 radio reads for a total of 7,842 now installed, which is 79% of our customer base. In the fall of 2013 we were able to bill all customers in one billing cycle vs. two and three cycles in years prior. This is a huge accomplishment and we will continue to work diligently on this program and anticipate achieving 100% radio read in 2014. Radio read devices compliment the meter and encode, receive, and transmit the data by radio signal. This technology greatly reduces the number of technicians needed for meter reading

and allows us to dedicate more staff to routine maintenance of the distribution system, service installations and seasonal services. We appreciate your patience and cooperation as we contact you for access to your property.

Water Department and Town Department Coordination

In 2013, the Water Department installed a new water system at the Town Garden and the Highway Department performed all of the necessary road work. We continue to work in coordination with other Town Departments in a variety of ways, from sharing software applications to managing a Voice Broadcast System that is also for town-wide use to assisting the Highway Department with snow plowing needs. We look forward to continued cooperation with town departments.

Water Main Improvements

Our water main upgrade program will consist of replacing or re-lining 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 and future wastewater plan of the Town. This coordinated approach to our construction activities results in a large savings to our rate payers.

Drought Management and Conservation Programs

The Water Department has placed drought management signs throughout the Harwich Community. During peak season please refer to these signs and our website for up-to-date watering restrictions. Whether or not a voluntary or mandatory restriction exists, we encourage our customers to be diligent in conserving 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.

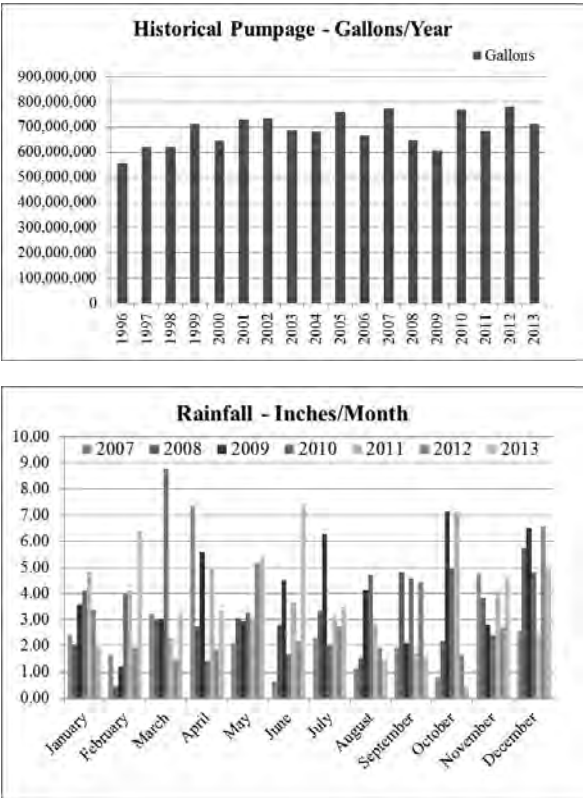
Metered Water Calculation

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.

High Consumption and Irrigation Systems

The fall billing provides for a multitude of calls to our Department concerning high consumption. In most cases, the high consumption is related to an irrigation system leaking or running too frequently. We can't stress enough that our customers become familiar with their meter location and how to read the meter. Customers, especially those who have irrigation systems, should monitor consumption on a regular basis to ensure that any issue is addressed immediately. All water that passes through the meter is the responsibility of the homeowner and who wants to pay for water that is lost. More importantly, it is a waste of our precious water resource.

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	683,643,260	5,237,726
2012	36.10	781,299,860	6,288,802
2013	44.34	711,486,828	5,515,227

Water Rates and Financial Overview

Water rates increased 5.5% in March 2013 and no rate increase is anticipated in March 2014. Smaller annual rate increases vs. larger increases every few years has been the preferred option of the Board of Water Commissioners. Rate increases provide for increasing operational and maintenance costs as well as contribute to current and future capital improvements.

Considering all, the Harwich Water Department rates still remain on the lower side in comparison to similar sized communities on the Cape. When compared to off-Cape, the Cape's water rates in general are low.

In addition to water rates and services, we do have other revenue sources and continue to investigate new ones. Budget-wise, we also strive to seek lower pricing for products and services and seek procurement through bids.

Through all of these measures we have been able to return revenues to the reserve fund and over the course of several years we have saved enough to pay for a sizeable capital project without borrowing. Although borrowing is necessary at times, the feeling has been to keep the debt down and not pay interest.

FY13 Financial Summary

Expenses

Salary and Wages	1,003,995
Supplies and Services	794,423
Installation Supplies	16,876
Water Main Maintenance & Repair	222,982
Well Rehab Maintenance & Repair	16,613
Pump Station Rehabilitation	25,446
Indirect Expenses; Insurance & Employee Benefits	411,255
Debt	729,440
Articles & Encumbrances	35,081

Total Expenses **3,256,111**

Revenues

Water Rates & Recurring Services	3,443,983
Service Repairs & Technical Services	68,913
Service Tight Protection Plan	26,060
Backflow Inspection	14,095
Water Service Installation and Renewals	148,635
Late Fees, Interest, Lien Interest & Penalties	59,415
Wireless Communications Lease	119,621

Total Revenues **3,880,720**

Water Enterprise Fund Balance Summary

FY12 Fund Balance	1,773,070
FY13 Authorized Capital Projects	-1,745,728
FY13 Surplus Estimate	1,007,794
FY13 Fund Balance to be Certified	1,035,136

FY13 Abatements & Adjustments -21,356

Anticipated Activities During 2014

- Construction of Greensand Water Treatment Facility at North Westgate Road (Well 10)
- Rehabilitation and Painting of the Lothrop Avenue water tank
- Begin pump station maintenance and rehabilitation
- Water main replacement and upgrades in coordination with sewer main installation

Conclusion

As Department Superintendent, I would like to thank the Water Department employees for their teamwork and dedication, the Board of Water Commissioners for their continued support and all Town Departments, Town Committees, and Boards for their 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 **Water Quality Management Task Force**

In 2013 the WQMTF focused on the following activities:

- 1) Submission of the Draft Comprehensive Wastewater Management Plan (CWMP)
- 2) Pursuit of activities identified in the CWMP
- 3) Improvement of Hinckleys Pond

Draft Comprehensive Wastewater Management Plan (CWMP)

In 2007 the Town of Harwich began the process of developing a CWMP to guide the Town's decisions pertaining to wastewater planning management over the next 40 years. The wastewater planning performed during the course of this process has been conducted with the guidance and oversight from the Town's Water Quality Management Task Force (WQMTF) - Wastewater Management Subcommittee (WMS), working with the Town's consultants, CDM Smith. Input has also been received from the Citizens Advisory Committee, the Wastewater Implementation Advisory Committee and from the public during several well publicized meetings.

At issue is the requirement to meet Total Maximum Daily Loads (TMDL) for Nitrogen, as dictated by MassDEP, in Harwich's five identified embayments: Herring River, Allen Harbor, Wychmere Harbor, Saquatucket Harbor, and Pleasant Bay.

In addition the report addresses, as a separate but important issue, the health and condition of Harwich's freshwater ponds where phosphorus is the nutrient of concern.

The WMS is responsible for the direction of technical and scientific aspects of the study. The actual study, and the resulting report, was performed by CDM Smith, and the WMS is highly appreciative of the high quality of their work.

After review by the BOS earlier in the year and a public workshop held on January 19, 2013, the Draft CWMP was submitted jointly to the Executive Office of Energy and Environmental Affairs (EOEEA) Massachusetts Environmental Policy Act (MEPA) Office and the CCC for their review. A MEPA Certificate was received on April 12, 2013 describing the initial regulatory review comments. The major focus of the comments include:

- 1) Funding and cost recovery of the project. This aspect of the project was addressed by the Town's Wastewater Implementation Advisory Committee (WIAC). A Draft Cost Recovery Plan for Wastewater Implementation Report was submitted to the BOS in October 2013 and as of December 2013, they are evaluating the contents of the report.

- 2) Greenhouse Gas (GHG) Emissions. The GHG Emissions Policy requires projects to quantify carbon dioxide emissions and identify measures to avoid, minimize and mitigate such emissions.

In the meantime, the WQMTF has continued to advance the Wastewater Program through:

- Negotiations with the Town of Chatham to have wastewater from East Harwich treated at the Chatham Wastewater facility
- Efforts to acquire a future recharge site in East Harwich
- Monitoring the design and construction of the Muddy Creek culvert
- Pursuit of funding for the nitrogen attenuation study of the HCT-owned Cold Brook near the Bank Street bogs
- A public outreach program that is being conducted jointly with the Cape Cod Commission

The plan is a 40-year program, and even at this stage we constantly monitor new developments in science and technology, as well as the results of studies undertaken by the CCC and other State and Federal entities.

The complete Draft CWMP is available on the Town's web site www.hwqtf.com. Updates, changes and additions will be regularly posted on that web site to keep the citizenry informed about this plan. As we move forward in 2014, **implementation** will become the main focus of the Project.

Evaluation of Hinckleys Pond

As mentioned in the 2012 Annual report a study was done in 2012 to identify the causes of algal blooms in Hinckleys Pond. A series of remedies was recommended. Unfortunately, in 2012 Town Meeting did not approve funding to treat the major culprit, phosphorous found in the sediment at the bottom of the pond. Given the importance of Hinckleys Pond, from many perspectives, the WQMTF will once again seek the allocation of these remedial funds in 2014.

The WQMTF wishes to thank the dedicated efforts of two members who resigned this past year: Robert Owens, a valuable member of the Wastewater Management Subcommittee, and Robert Sarantis who, for many years was in charge of the Ponds Water Sampling Program.

Respectfully submitted,

Peter de Bakker – *Chairman*
Heinz Proft – *Natural Resources Director*
Bradford Chase
Danette Gonsalves
Stanley Kocot
George Meyers
Anthony Piro

Report of the Waterways Committee

In 2013 the Harwich Waterways began a new management process. The most notable change was the incorporation, by the voters of Harwich for a 'Harbor Revolving Fund'. Now a portion of the harbor revenues are dedicated toward providing the self-funded long-term financing for the replacement of the badly deteriorated docks bulkheads and related harbor infrastructure.

Under the leadership of our Harbormaster and the outstanding efforts of his staff the public safety and customer service of our boating public has been commendable. The dedicated guidance and support of the Waterways Committee and the Board of Selectmen means that the harbors and waterways have continued to improve and produce additional income. All of these positive actions are moving the Town of Harwich toward accomplishing the enormous tasks of rebuilding and maintaining the Harbor Infrastructure; and at the same time, providing excellent recreational and commercial boating facilities with dedicated safety in mind.

Besides the Harbor Revolving Fund and Harwich Harbor Management Plan for 2013 we had the dredging, new docks, approved bulkhead and parking drainage for Allen Harbor. The Herring River channel entrance was dredged which produced sand for numerous beach nourishment projects toward promoting better public access, enjoyment and safety.

The most significant event was the arrival of the new Harbormaster's Rescue and Fire Boat that was designed and custom built to serve the Harwich Harbormaster's core duties of harbor management, maritime emergency assistance and enforcement of state and local waterways regulations. The Harwich Harbormaster and Fire Chief now have a coordinated response plan where the Harwich Fire & Rescue Departments will augment the Harbormaster and his staff when needed, and provide personnel to respond when there is a maritime medical or fire emergency.

Looking at the years ahead for these important Harwich Waterways Assets, even in these times of financial demands are still very positive, popular and productive. This is true because of the extensive planning, preparation and dedicated participation of those individuals involved.

For the 'Water-side Infrastructure' there is a critical need for the repair and replacement of the Wychmere Dock, Saquatucket Marina Docks (*that will be compliant with ADA regulations*), floats, bulkheads and dredging. For the 'Land-side Infrastructure' Saquatucket Marina has a compelling need for a new

Harbormaster Marina slip-holder services building. But the most important requirement for the future of Saquatucket Marina is the immediate need for a major expansion of Saquatucket Marina's vehicle parking area to support existing and future growth.

Respectfully submitted,

W. Matthew Hart, *Chairman*
Harwich Waterways Committee

SCHOOLS

Report of the **Superintendent of Schools**

For the newly formed Monomoy Regional School District, 2013 was a year in transition, a year with significant accolades, and which foreshadowed the promise that regionalization brings to the families of Chatham and Harwich. Dr. Carolyn Cragin guided the first academic year of regionalization as Interim Superintendent, while the school district searched for the future Superintendent of Monomoy Regional Schools. The helm of the regional school district was passed from Interim Superintendent Dr. Cragin to Superintendent Scott Carpenter at the beginning of July. While the district continued to operate with separate high schools and separate middle schools both in Chatham and Harwich, planning and preparation was occurring at all levels in the district in preparation for fully regionalizing at the middle school and high school level beginning September 2014.



A FIRST FULL YEAR AS MONOMOY

In our first full year regionalized, Monomoy operated with a consolidated central office staff, with the Superintendent's office located in Chatham and the business office in Harwich. Just as the central office continued to be spread across our two towns, so were our middle and high school students. The new district continued to operate an elementary school, a middle school, and a high school in each town, while it awaited the completion of construction of the new Monomoy Regional High School, scheduled for September 2014.

Families and staff associated with the middle schools and high schools in both Harwich and Chatham began to acknowledge a series of “lasts” – the last open house at Harwich High School and the last season of Chatham Middle School field hockey. Concurrently, this also gave rise to a series of “firsts.” A week of first varsity field hockey and soccer home games on Monomoy Regional High School’s new synthetic turf field culminated on September 20th with the first home football game under the lights. Hundreds of student athletes, family members, and community supporters gathered on the new track and field facility to celebrate the new beginning and the Monomoy Sharks.

As the school district prepared to open its new regional high school and to transform the Chatham Middle-High School into the region’s middle school next fall, many of the schools began to see families migrating toward Monomoy. By the end of the calendar year, Harwich Middle School alone had experienced a 20% increase in enrollment.

Teaching and Learning

To further bring the curriculum of Harwich and Chatham together under the umbrella of Monomoy, the district continues to provide joint professional development. The district engaged with educational consultant Jay McTighe to support our teachers in creating a unified rigorous curriculum. Our eleven curriculum task forces continued to collaboratively build the instructional program in Monomoy schools.

Monomoy received the College Board’s AP Honor Roll for expanding the number of students taking advanced placement exams and improving upon the performance of students on these exams. Harwich High School also received recognition for being one of a select few schools in the state to have 100% of its students receiving Proficient or Advanced scores on the 10th grade 2013 English Language Arts MCAS exam. Chatham High senior Sydney Whitcomb and Harwich High senior Kelly Murphy received the Superintendent’s Scholar Award for their outstanding academic achievements, participation in extracurricular activities, and service to the community. The valedictorian for Harwich High School was Holly Gallant and Chatham High School Sydney Whitcomb.

Monomoy Regional High School Building Project

Groundbreaking for the new Monomoy Regional High School took place March 1, 2013. Between the beginning of March and the end of the 2013 calendar year, the new high school building began taking shape behind the existing Harwich High School. At the “topping off ceremony”, on June 26th, a white painted beam, signed by students, teachers, and town officials was hoisted and installed at the building’s highest peak, over what will be an atrium bringing daylight into the building’s core.

While the voters of Chatham and Harwich overwhelmingly supported the new high school construction project of \$63.7 million, when the construction bids were opened in January, the project came in \$4 million less than what taxpayers anticipated when voting at the Special Town Meetings. The now \$59,451,080 school construction project has SKANSKA as the owner's project manager, Mount Vernon Group as the architect, and Fontaine Brothers as the general contractor. The construction and fiscal status of the project at the end of the calendar year was that the project was on schedule to be ready for the opening day of school in September 2014, and was also tracking well within budget. Leadership on the project has minimized construction change orders, which will ideally free project contingency monies in 2014.

Monomoy Athletic and Extracurricular Opportunities

While our high schools continue to operate separately, students from Harwich and Chatham have already been brought together on the Monomoy Sharks athletic teams. Similarly, students from Chatham High and Harwich High collaborated on the Spring production of the musical *Rent* and the Fall production of *Dangerous Women*. The school district developed plans when building the FY15 budget to expand both athletic and extracurricular opportunities for Monomoy's students, when the middle and high schools become regionalized next year.

Finance

The FY 13 General Fund budget, for Monomoy's first year as a regional district was \$31,054,592. The FY14 General Fund budget presented to each community's Town Meeting decreased by .2% to \$30,993,507. Within this FY14 budget were the costs of equalizing pay and benefits for most bargaining groups within the district. The new regional school district successfully reached agreements with the bargaining units representing the teachers, secretaries and teaching assistants, and cafeteria workers.

After each community's Town Meeting, the governor signed into effect a budget compromise reached with the state legislature. This state budget shifted the minimum required contribution that each town was responsible for providing their regional school district. The net effect of this shift in minimum required contribution found the total assessment for operating the regional school district due to Harwich decreasing by \$336,245 and increasing by an equivalent amount to Chatham. The consensus from conversations with Boards of Selectmen and town administrators was to address this assessment shift when developing the FY15 budget.

Enrollment & School Choice

In the 2012-2013 academic year, 244 students from other communities chose to attend Monomoy Regional Schools through the School Choice

program. This decreased in the 2013-2014 school year by one student. Concurrently, 257 students from the towns of Harwich and Chatham opted to attend public schools in other communities or charter schools. In FY13 the tuition received for students attending Monomoy through the School Choice program was \$58,970 more than tuitions paid for students “choicing out” to public schools in other communities or charter schools.

The October 1 enrollment for Monomoy Regional in the 2012-2013 academic year was 1,931, a 37 student decrease over the district’s enrollment the prior year. The October 1 enrollment for the 2013-2014 school year was 1,903, a 28 student decrease from 2012-2013. Even before the middle schools and high schools fully regionalize for the 2014-2015 academic year, the district is also seeing trends of new families enrolling in Monomoy. Harwich Middle School alone is experiencing an increase in enrollment of over 20% since the start of the 2013-2014 school year. These new enrollments in Monomoy, from families living in Chatham and Harwich, will limit the number of school choice students the district can further accommodate at certain grade levels.

Staff Retirements

Several of our teachers ended their careers during this transitional year for the district. These included:

Donna Smith, Physical Education teacher, Harwich Elementary
Rich Hansen, Art teacher, Harwich Elementary
Leslie Boule, 1st Grade teacher, Harwich Elementary
Deb Darson, Guidance Counselor, Harwich Middle School
Sylvia Merrill, Librarian, Harwich Middle School
Steven Wilson, Guidance Counselor, Harwich Middle School
Glenn McVickar, Physical Education and
Health teacher, Chatham Middle School

We are grateful for their many years of service to the children of our two communities.

Delivering the Promise of Monomoy

As the new Superintendent guiding the full regionalization of this fledgling school district, I have found the staff, students, and families of Monomoy to be welcoming.

There were three areas of focus for the district. First was to support the Monomoy school community through the many transitions faced as we bring together the middle schools and high schools of Harwich and Chatham in September 2014. The 2013-2014 school year will find the district fully unifying curriculum and staffing at the middle and high school levels and moving this staff into the new regional high school in Harwich and the middle school facility in

Chatham. Second was to promote the further development of high performing teacher teams, focused on continuous improvement of academic achievement, creative expression, and social-emotional well-being. The long-term success of Monomoy lies in its teachers – supporting them so that they can inspire our students. Third and perhaps most important is expanding challenging, enriching, and engaging opportunities for our students, both inside and outside of the classroom.

It is this final focus that was one of the explicit promises of a regional school district. It would provide greater opportunities for children than if our towns had continued to operate schools independently. The first six months of my tenure at Monomoy has been spent talking with parents, students, and educators about the opportunities that they would like to see at Monomoy. It has been important to understand why 257 children from Chatham and Harwich have sought out charter and “choice” alternatives to the towns’ own public schools. Our goal is to rebuild community pride in our schools, providing excellence in teaching and an array of opportunities for our children. At the beginning of December, I submitted to the Boards of Selectmen a draft FY15 budget and overview of Monomoy’s future academic program, which also attempts to deliver on the promise that curricular improvement and increased opportunities for children can be done in a cost effective manner for our taxpayers.

Proud to be a Shark,

Scott Carpenter
Superintendent

Monomoy Regional School District

Report of the **Cape Cod Regional Technical High School District**

Cape Cod Regional Technical High School (CCRTHS) was established in 1973 as a public technical high school and provides an opportunity to acquire high quality technical, academic, and social skills preparing students for success in our changing world. The CCRTHS district draws students from 12 towns extending from Mashpee to Provincetown. For school year 2012-2013, we had 656 students enrolled in 17 different technical programs and with an operating budget of \$13,138,859. The town of Harwich had 84 students enrolled on October 1, 2012. The assessment for Harwich in FY13 was \$1,160,735.

Technical Areas of Study

Auto Collision Technology	Dental Assisting	Health Technology
Auto Technology	Early Childhood	Horticulture
Carpentry	Electrical	Information Technology
Cosmetology	Engineering	Marine Services
Culinary Arts	Graphic Arts	Plumbing
Heating, Ventilation, and Air Conditioning		Welding

Highlights from Cape Cod Tech 2012-2013 School Year

- Graduated 157 seniors in June 2013.
- CCRTHS students meet the same academic standards required by the state for all of the sending schools.
- 38% of the graduating class (41 students) received John and Abigail Adams Scholarships.
- The Social Studies Department, in coordination with the Principal, has developed a
- U.S. History Advanced Placement Course to be implemented next academic year.
- Students were offered the first Advanced Placement course in English at CCRTHS.
- CCRTHS received a STEM Grant to introduce biomedical classes.
- A new record of 43 members of the National Technical Honor Society graduated in 2013.
- Prepared students for success in college and careers by participating in school wide literacy practices which included choosing a trade-related book for summer reading.

- Improved community relations by servicing the public in our shops at the school.
- Broadened the professional skills of staff to provide effective leadership, instruction, and support services that foster student success by participating in a variety of training and classes.
- SkillsUSA State level competitions results: one student received a gold medal in Diesel Equipment and will be competing in the national competition; six students won silver medals in Marine Service Technology, Prepared Speech, Employment Application, and Career Pathways Arts and Communication; three students won bronze medals in Marine Service Technology, Career Pathways Natural Resources, and Career Pathways Arts and Communication.; one student won Best of Show in TECHSPO – Metal Fabrication and Welding, and is going to the nationals; one student selected as a National Voting Delegate.
- SkillsUSA District level competitions results: three students received gold medals in Diesel Equipment, Dental Assisting, and Marine Service Technology; three students received silver medals in HVACR, Computer Maintenance, and Marine Service Technology; three students won bronze medals in Dental Assisting, Commercial Baking and Marine Service Technology.
- Massachusetts 2013 FFA State Convention results: two students won first place for Power, Structural and Technical Systems Division IV, Agri-Science Fair; four students won third place Team for Nursery, Landscape Career Development Event; one student won third place for Environmental Services/Natural Resource Systems Division II, Agri-Science Fair; two students won FFA Chapter second place for Chapter Exhibit; one student received State Convention Courtesy Recognition.
- In the Cosmetology Department, eight seniors earned 1000 hours and were eligible to take the state board exam. All eight students passed the exam.
- The Auto Collision Department increased Co-op opportunities with local employers.
- At the Mass Auto Dealers competition, one of our students won first place.
- The Carpentry department was very involved with the addition on the Crosby Mansion in the town of Brewster.
- Culinary Arts provided the food service for the Cape Cod Chamber of Commerce Home and Garden Show as a shop fundraiser for the newly established Jean Gage Memorial Scholarship.
- All seniors in Dental Assisting participated in a 5-week internship alongside staff in local dental offices. We continue to receive very positive feedback about the students in this program.

- The Early Childhood Education Department received commendations for the shop program during the NEASC process. The ECE shop also finalized an articulation agreement with Cape Cod Community College at the end of the 2012 school year.
- The entire curriculum in the Electrical Department has been digitized so students can access it on the web either by Moodle or Google Notes. The wiring methods shop area has been rebuilt and redesigned to accommodate the increased number of students and to better serve their needs.
- CCRTHS received health site approval for CNA Program by the Department of Public Health.
- The Horticulture Department received accolades for landscaping the Cape Cod Museum of Art. Other community organizations Horticulture served were Barnstable Senior Center, Harwich Family Pantry, Harwich Historical Society, Camp Lyndon YMCA, Harwich Garden Club, and Orleans Conservation Trust.
- Information Technologies did a community service learning project by building a web site for the Town of Harwich – harwichfarmersmarket.org.
- The Plumbing /Heating Department was commended for starting the Tri-Tech Consortium.
- Seventy-four students did Co-op Internships.
- The Health Education Department continued work with community agencies as partners in the health classroom. Independence House educator worked with at-risk students and the Sheriff's Department and Harwich Police Department have presented in the classroom.

Please encourage students to take advantage of the opportunities our public technical school provides at CCRTHS. Visit our website: www.capetech.us for more information.

Respectfully submitted,

Robert Furtado,
Harwich School Committee Representative to CCRTHS
 Lee Culver,
Harwich School Committee Representative to CCRTHS

FINANCE

Report of the **Board of Assessors**

The Board of Assessors continues to meet 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.

The Town of Harwich utilizes a quarterly tax billing system which has been utilized for five 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 \$8.77 per \$1,000 valuation in FY 2014. Last year the tax rate was \$8.58.

New tax bills are now 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 changing 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 2014 assessed values are product of sales that occurred in 2012, 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 2014

The taxable value of all real and personal property assessed:	\$ 4,534,923,340.00
Total amount to be raised:	\$ 61,593,609.61
Total estimated receipts and revenue:	\$ 21,822,331.91
Net amount to be raised by taxation of real and personal property:	\$ 39,771,277.70
Tax rate for each \$1000 value assessed:	\$ 8.77
Total number of tax bills:	15,901

MOTOR VEHICLE EXCISE ISSUED IN FISCAL YEAR 2013

17,374 - Bills were issued with a valuation of:	\$ 83,253,450.00
- Amount of tax:	\$ 1,779,974.24
921 - Abatements were issued in the amount of:	\$ 80,096.28

BOAT EXCISE ISSUED IN FISCAL YEAR 2013

1,156 - Bills were issued with a valuation of:	\$ 5,795,800.00
- Amount of tax:	\$ 57,728.66
116 - Abatements were issued in the amount of:	\$ 6,146.12

**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	0
2. School Transportation <i>Chs. 71, 71A, 71B and 74</i>	0
3. Charter Tuition Reimbursements <i>Ch. 71, s. 89</i>	0
4. Smart Growth School Reimbursements <i>Ch. 40S</i>	0

Offset Items – Reserve for Direct Expenditure:

5. School Lunch <i>1970, Ch. 871</i>	6,305
6. School Choice Receiving Tuition <i>Ch. 76, s. 12B, 1993, Ch. 71</i>	0

Sub-Total, All Education Items **6,305**

B. GENERAL GOVERNMENT:**Distributions and Reimbursements:**

1. Unrestricted General Government Aid	372,945
2. Local Share of Racing Taxes <i>1981, Ch. 558</i>	0
3. Regional Public Libraries <i>Ch. 78, s. 19C</i>	0
4. Urban Renewal Projects <i>Ch. 121, ss. 53-57</i>	0
5. Veterans' Benefits <i>Ch. 115, s. 6</i>	22,924
6. Exemptions: Vets, Blind, Surviving Spouses & Elderly <i>Ch. 58, s. 8A; Ch. 59 s. 5</i>	122,837
7. State Owned Land <i>Ch. 58, ss. 13-17</i>	80,191

Offset Item - Reserve for Direct Expenditure:

8. Public Libraries <i>Ch. 78, s. 19A</i>	11,992
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Sub-Total, All General Government **610,889**

C. TOTAL ESTIMATED RECEIPTS, FISCAL 2014 **617,194**

**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>	380,439
2. Suffolk County Retirement <i>Ch. 61, Acts of 2009, s. 10</i>	0

Sub-Total, County Assessments **380,439**

B. STATE ASSESSMENTS AND CHARGES:

1. Retired Employees Health Insurance <i>Ch. 32A, s. 10B</i>	0
2. Retired Teachers Health Insurance <i>Ch. 32A, s. 12</i>	0
3. Mosquito Control Projects <i>Ch. 252, s. 5A</i>	116,997
4. Air Pollution Districts <i>Ch. 111, ss. 142B, 142C</i>	7,262
5. Metropolitan Area Planning Council <i>Ch. 40B, ss. 26, 29</i>	0
6. Old Colony Planning Council <i>1967, Ch. 332</i>	0
7. RMV Non-Renewal Surcharge <i>Ch. 90; Ch. 60A</i>	14,060

Sub-Total, State Assessments **138,319**

C. TRANSPORTATION AUTHORITIES:

1. MBTA <i>Ch. 161A, ss. 8-9; 1974, Ch. 825, ss. 6-7</i>	0
2. Boston Metro. Transit District <i>1929, Ch. 383; 1954, Ch. 535</i>	0
3. Regional Transit <i>Ch. 161B, ss. 9, 10, 23; 1973, Ch. 1141</i>	90,846

Sub-Total, Transportation Assessments **90,846**

D. ANNUAL CHARGES AGAINST RECEIPTS:

1. Special Education <i>Ch. 71B, ss. 10, 12</i>	0
2. STRAP Repayments <i>1983, Ch. 637, s. 32</i>	0

Sub-Total, Annual Charges Against Receipts **0**

E. TUITION ASSESSMENTS:

1. School Choice Sending Tuition

Ch. 76, s. 12B, 1993, Ch. 71 0

2. Charter School Sending Tuition *Ch. 71, s. 89* 0

3. Essex County Technical Institute Sending Tuition

1998, Ch. 300, s. 21 0

Sub-Total, Tuition Assessments 0

F. TOTAL ESTIMATED CHARGES, FISCAL 2014 **609,604**

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 25, 2013

**Commonwealth of Massachusetts Department of Revenue
NOTICE TO REGIONAL SCHOOL DISTRICTS
OF ESTIMATED RECEIPTS
General Laws, Chapter 58, Section 25A**

MONOMOY

A. EDUCATION

Distributions and Reimbursements:

1. Chapter 70	2,506,360
2. Regional School Transportation <i>Ch. 71, s. 16C</i>	298,031
3. Charter Tuition Reimbursements <i>Ch. 71, s. 89</i>	134,190

Offset Items - Reserve for Direct Expenditure:

4. School Lunch <i>1970, Ch. 871</i>	
5. School Choice Receiving Tuition <i>Ch. 76, s. 12B, 1993, Ch. 71</i>	1,579,071
6. Essex County Technical Institute Receiving Tuition <i>1998, Ch. 300, s. 21</i>	0

Total Estimated Receipts **4,517,652**

Estimated Charges:

7A. Special Education <i>Ch. 71B, ss. 10, 12</i>	
8A. School Choice Sending Tuition <i>Ch. 76, s. 12B, 1993, Ch. 71</i>	1,075,757
9A. Charter School Sending Tuition <i>Ch. 71, s. 89</i>	797,659

Total Estimated Charges **1,873,416**

B. TOTAL ESTIMATED RECEIPTS, NET OF ESTIMATED CHARGES, FY2014 **2,644,236**

For additional information about how the estimates were determined and what may cause them to change, please click on the following link: [Local Aid Estimate Program Summary](#).

Released July 25, 2013

**Commonwealth of Massachusetts Department of Revenue
NOTICE TO REGIONAL SCHOOL DISTRICTS
OF ESTIMATED RECEIPTS
General Laws, Chapter 58, Section 25A**

CAPE COD

A. EDUCATION**Distributions and Reimbursements:**

1. Chapter 70	2,063,837
2. Regional School Transportation <i>Ch. 71, s. 16C</i>	426,820
3. Charter Tuition Reimbursements <i>Ch. 71, s. 89</i>	0

Offset Items - Reserve for Direct Expenditure:

4. School Lunch <i>1970, Ch. 871</i>	3,089
5. School Choice Receiving Tuition <i>Ch. 76, s. 12B, 1993, Ch. 71</i>	0
6. Essex County Technical Institute Receiving Tuition <i>1998, Ch. 300, s. 21</i>	0

Total Estimated Receipts **2,493,746**

Estimated Charges:

7A. Special Education <i>Ch. 71B, ss. 10, 12</i>	
8A. School Choice Sending Tuition <i>Ch. 76, s. 12B, 1993, Ch. 71</i>	
9A. Charter School Sending Tuition <i>Ch. 71, s. 89</i>	0

Total Estimated Charges

B. TOTAL ESTIMATED RECEIPTS, NET OF ESTIMATED CHARGES, FY2014 **2,493,746**

For additional information about how the estimates were determined and what may cause them to change, please click on the following link: [Local Aid Estimate Program Summary](#).

Released July 25, 2013

Report of the **Capital Outlay Committee**

Seven-Year Capital Plan 2015– 2021
January, 2014

OVERVIEW

This Seven-Year Capital Plan is submitted to the Board of Selectmen (BOS) under the new format of presenting the next fiscal budget year as its first year and the next six years thereafter (2015 – 2021). Its ease and simplicity makes for better viewing, planning and understanding. The Capital Outlay Committee (COC) has the task of reviewing not only departmental requests but also overall town requests for funding of capital amounts greater than \$50,000. The Committee has the responsibility to review the funding amounts and the actual time required for funding. It also must vote and recommend funding amounts for the next fiscal year in this report (2015). Both short-term and long-term requests are reviewed and hopefully placed in the plan in a timely way to show the impact on the Town's budget. Thus, we keep the funding demand curve as smooth as possible and avoid major highs and lows. Once approved by the BOS, the Plan is presented and approved at the Annual Town Meeting.

Capital Outlay Committee Members –

Richard Larios (Fin Com) - Chairman

Robert George (TA)

Christopher Harlow (BOS) – Vice Chairman

Joseph McParland (PB)

Bruce Nightingale (PB)

Albert Patterson (Fin Com)

Peter Wall (TA)

Many thanks also are extended to our Interim Town Administrator Bob Lawton and Finance Director David Ryan for their continued support and knowledgeable advice during these perhaps troubling financial times.

FINANCIAL REVIEW

(NOTE: Please refer to Capital Plan to see exact funding amounts and funding year. Planning amounts are in “today's dollars.”)

Short Term (2015):

The Capital Outlay Committee has reviewed and recommended capital funding of \$6,118,400 for 2015 (compared to \$5,066,700 in 2014) through methods of Free Cash, Capital Exclusion, Debt Exclusion and the Waterways Fund. Each funding methodology has been analyzed and will be implemented by the Town Administrator and Finance Director with the support of the COC and the Board of Selectmen.

The 2015 Capital Plan funding recommendations are as follows:

\$ 343,000	Fire Department
1,110,000	Pubic Works
2,053,400	Waterways/Harbors
2,500,000	Waste Water Management
112,000	Library
<hr/>	
\$6,118,400	TOTAL

Long Term (2016– 2021+)

In the framework of this Seven-Year Capital Plan, it is literally impossible to show any financial impact of requirements beyond 2021. However, the Capital Outlay Committee is extremely aware of and concerned about the capital requirements and financial responsibilities of the Town in obligations that may extend out some 40 years. Please review the attachment to understand potential future capital requirements generated by major capital projects.

Below are Capital projects that are long term and have major impact on Harwich:

1. Waste Water Management is projected at a cost of \$180 - \$230M over the next 30 – 40 years.
2. Monomoy Regional High School is a projected cost of \$20 - \$25M over the next 20 years.
3. Dredging the Town's harbors and waterways (cost/time TBD).
4. Golf – Cranberry Valley's long term plans for storage facility and irrigation (\$1.1M)

CAPITAL ISSUES

Beyond these “defined” long-term Capital projects requiring significant dollars over the years, the Capital Outlay Committee is concerned about the impact on continued capital needs of public safety and the ability to meet them. Also of concern are rising costs of maintenance on current capital assets of the Town. With the current financial and economic situation that Harwich must work in, the Committee continues to support the need for better maintenance to extend current lives of our assets. This Committee recommends a continued review of Town's capital assets. Potential asset reuse or disposal may have a positive impact on the financial health of Harwich.

The Capital Outlay Committee continues to work with all funding requestors throughout the year. It plans to meet monthly, conduct financial discussions and visit any Town location that may seek capital financial funding. The Committee wants to ensure that all interests of capital funding that may impact Harwich are understood and evaluated to the highest level.

[illegible]

Report of the **Finance Committee**

The Finance Committee provides an independent review of financial and other matters which affect the Town of Harwich, and votes on reserve fund transfer requests. We take positions on articles as presented in both annual 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 the 2013 The Finance Committee met only in open public sessions, on over 30 occasions. This included departmental budget reviews, and review of town meeting articles. We also attended various Board of Selectmen meetings (including joint meetings) and town department/committee meetings. Each Fincom member is assigned to one or more committees or departments as liaisons to foster timely communication on financial matters.

Local aid from the Commonwealth has begun a very modest recovery from the abyss of several years ago, but increases in expenditures for current levels of services are increasing the stress on the ability of the town to fund its needs while staying within the guidelines of Prop 2 ½. The tighter the available funding, less money is available for funding of articles, the “Free Cash” (monies available for appropriation) at annual and special town meetings. Free cash was certified for the past several fiscal years as follows: FY 06, \$2.080 million; FY 07, \$1.766 million; FY 08, \$1.008 million; FY 09 \$442,284; FY 10 \$1.532 million and FY 11 \$(132,664). Free cash for FY 12 is \$1,453,985 and FY 13 has not as of this printing been certified by the state but is expected to approximate \$500,000.

Unappropriated money (the so-called “Free Cash”) is available to fund town meeting articles and for the Finance Committee’s Reserve Fund which is used to cover extraordinary and unanticipated expenses incurred in town operations throughout the year. Some of the larger reserve fund transfers we approved in FY 13 included \$17,900 for Unemployment; \$24,000 for Medicare; \$1500 for postage; \$19,000 to repair the fire truck; \$19,000 new software for scheduling; \$21,000 Cemetery repairs; \$6,500 for Veterans and \$15,000 for a Special Election. The total of all Reserve Fund transfers amounted to about \$160,000. The entire finance team scrutinizes these over-budget items and helps departments requesting them find ways of avoiding them in the future.

There is no expectation that local aid will increase materially for the next fiscal year. The most recent Five Year Financial Plan indicates that these stresses on town finances will not ease. These tough times will not magically change. It likely means reduced services, increased taxes, shared services with other communities, regionalization, or some combination of these elements.

Our Town Department Heads will be called upon to do more with less and the Finance Committee is prepared to work with them and together face these challenges. Our residents may be called upon to prioritize services and possibly accept reduced services if they wish to avoid tax 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 resources.

The Monomoy Regional School District officially came into being as of July 1, 2013. Both Chatham and Harwich Fincoms continue working with MRSD to help craft a budget that is digestible by the towns. A recent report from the co-chairs of the high school Building Committee declared the project on or ahead of schedule and within the budget boundaries established by the MRSD and the Massachusetts School Building Authority (which is funding about half of the construction cost).

Fincom membership was remarkably stable this year with no new departures or arrivals and is at its full strength of nine members.

Special thanks to James Merriam, Town Administrator, Bob Lawton, Interim Town Administrator, David Ryan, Director of Finance, and Town department heads and committees for providing this committee with insight and timely and substantive information. The growing cooperation and coordination between the Fincom and the Board of Selectmen continues to improve the effectiveness and efficiency of the town's fisc.

Respectfully Submitted

Harwich Finance Committee

Albert C. "Skip" Patterson, *Chair*

Jon Idman, *Vice Chair*

Richard Larios, *Secretary*

Jack Brown

Dana DeCosta

Noreen Donahue

Bill Greenwood

Pamela Groswald

John O'Brien

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, 2013:

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 Fiscal Year 2013. In addition I thank the Finance Committee, Capital Outlay Committee, Water Commissioners and Superintendent for their continued support.

I would especially like to thank my assistants Diane Shaughnessy and Wendy Tulloch and for their hard work and support throughout the year. In addition I would like to congratulate Diane, who has completed and pass her final examinations and is now a Certified Governmental Accountant in the Commonwealth of Massachusetts.

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 30,2013

	GOVERNMENTAL FUND TYPES					FIDUCIARY FUND TYPES		ACCOUNT GROUPS		ACCOUNT GROUPS		COMBINED TOTALS (MEMORANDUM) ONLY
	GENERAL FUND	SPECIAL REVENUE	CAPITAL PROJECT	ENTERPRISE FUND		TRUST & AGENCY		LONG-TERM OBLIGATIONS GROUP	GENERAL ASSET DEPRECIATION			
<u>ASSETS</u>												
CASH AND SHORT-TERM INVESTMENTS	\$ 6,691,857	\$ 3,216,119	\$ 790,671	\$ 2,661,274	\$ 2,425,568			-	-	-	15,765,489	
RECEIVABLES:												
REAL ESTATE & PERSONAL PROPERTY	640,735	-	-	-	-	-		-	-	-	640,735	
REAL ESTATE TAX LIENS/DEFERRED	2,198,508	-	-	-	-	-		-	-	-	2,198,508	
MOTOR VEHICLE AND BOAT EXCISE	223,293	-	-	-	-	-		-	-	-	223,293	
INTERGOVERNMENTAL	-	-	-	-	-	-		-	-	-	-	
SPECIAL REVENUE FUNDS- RECEIVABLES	-	276,700	-	160,392	14,769	-		-	-	-	451,861	
OTHER(Ambulance, Disposal,Misc. & Etc.)	1,063,697	-	-	-	-	-		-	-	-	1,063,697	
CAPITAL ASSETS, NET OF DEPRECIATION	-	-	-	20,890,213	-	-		-	71,014,948	-	91,905,161	
INVENTORY	-	149,669	-	-	-	-		-	-	-	149,669	
INVESTMENTS	-	-	-	-	315,848	-		-	-	-	315,848	
MSBA	4,586,115	-	-	-	-	-		-	-	-	4,586,115	
CHAPTER 90	1,913,417	-	-	-	-	-		-	-	-	1,913,417	
DUE FROM OTHER FUNDS	-	-	-	-	-	-		-	-	-	-	
TAX FORECLOSURES	332,256	-	-	-	-	-		-	-	-	332,256	
LANDFILL MONITORING / COMPENSATION B	-	-	-	-	-	-		1,742,038	-	-	1,742,038	
AMOUNT TO BE PROVIDED FOR RETIREMENT OF LONG TERM DEBT	-	-	-	-	-	-		-	-	-	-	
<u>TOTAL ASSETS</u>	<u>\$ 17,649,877</u>	<u>3,642,488</u>	<u>790,671</u>	<u>23,711,879</u>	<u>2,756,185</u>	<u>32,683,002</u>		<u>32,683,002</u>	<u>71,014,948</u>	<u>\$ 153,991,089</u>		

1/21/2013

TOWN OF HARWICH, MASSACHUSETTS
COMBINED BALANCE SHEET-ALL FUNDS AND ACCOUNT GROUPS
JUNE 30,2013

	GOVERNMENTAL FUND TYPES				FIDUCIARY FUND TYPES	ACCOUNT GROUPS		COMBINED TOTALS (MEMORANDUM) ONLY
	GENERAL FUND	SPECIAL REVENUE	CAPITAL PROJECT	ENTERPRISE FUND		GENERAL LONG-TERM OBLIGATIONS GROUP	GENERAL CAPITAL ASSETS NET OF ACCU. DEPRECIATION	
LIABILITIES & FUND EQUITY								
LIABILITIES:								
ACCOUNTS PAYABLE	\$ 6,267	-	-	-	-	-	-	\$ 6,267
WARRANTS PAYABLE	1,087,976	-	-	-	-	-	-	1,087,976
RESERVE FOR ABATEMENTS	686,498	-	-	-	-	-	-	686,498
TAILINGS	71,539	-	-	-	-	-	-	71,539
GUARANTEE DEPOSITS	38,262	-	-	-	-	-	-	38,262
OTHER LIAB.(PR, WH,)	360,557	-	-	1,875	4,183	-	-	366,615
DEFERRED REVENUE	10,247,838	276,700	-	160,392	14,769	-	-	10,699,699
DUE TO OTHER FUNDS	-	-	-	-	-	-	-	-
LANDFILL MONITORING / COMPENSATION BAI	-	-	-	-	-	1,742,038	-	1,742,038
BONDS AND NOTES PAYABLE	-	-	-	-	-	32,683,002	-	32,683,002
TOTAL LIABILITIES	12,498,938	276,700	-	162,268	18,952	34,425,040	-	47,381,897
FUND EQUITY (DEFICIT):								
ENCUMBRANCES	2,206,875	-	-	1,546,383	-	-	-	3,753,258
INVESTED IN CAPITAL ASSETS NET	-	-	-	20,890,213	-	-	71,014,948	91,905,161
RESERVED FOR EXPENDITURES	1,500,300	-	-	77,880	-	-	-	1,578,180
RESERVED SCHOOL PURCHASE ORDERS	-	-	-	-	-	-	-	-
OVERLAY SURPLUS	-	-	-	-	-	-	-	-
RESERVED-REFINANCING	84,352	-	-	-	-	-	-	84,352
RESERVEDFOR DEFICIT	(15,414)	-	-	-	-	-	-	(15,414)
RESERVED FOR CPC OPEN SPACE	-	269,108	-	-	-	-	-	269,108
RESERVED FOR CPC HISTORIC	-	306,873	-	-	-	-	-	306,873
RESERVED FOR CPC COMMUNITY HOUSING	-	549,263	-	-	-	-	-	549,263
RESERVED FOR INVESTMENT	-	149,669	-	-	-	-	-	149,669
RESERVED FOR REPAIRS	-	-	-	-	-	-	-	-
UNRESERVED FUND BALANCE	1,374,827	2,090,876	790,671	1,035,136	315,848	-	-	315,848
TOTAL FUND BALANCES	5,150,940	3,365,789	790,671	23,549,612	2,737,233	-	-	7,712,895
TOTAL LIABILITIES AND FUND EQUITY	\$ 17,649,878	3,642,488	790,671	23,711,880	2,756,185	34,425,040	71,014,948	\$ 153,991,089

Town of Harwich
General Fund Revenues
FY 2013

<u>GENERAL FUND REVENUES</u>	<u>FY 2012 ACTUAL</u>	<u>FY 2013 ACTUAL</u>	<u>% Variance</u>
100004 GENERAL			
497000 INTERFUND TRANSFER IN	1,441,209.00	2,356,519.33	39%
432029 PRIOR YEAR RECOVERY	560.00	-	
436004 BUILDING USE	1,765.00	-	
458901 MEDICAID	34,527.90	39,971.93	14%
481005 CC REG TECH FEE (RESOURCE OFF)	20,000.00	20,000.00	0%
484010 WORKERS COMP RECOVERY	13,288.40	330.57	-3920%
484026 MRSD PMT. FOR SERVICES	-	2,125.00	100%
484199 JURY/MILITARY DUTY/MISC	7,556.23	6,454.37	-17%
	1,518,906.53	2,425,401.20	37%
011224 SELECTMEN - REV			
432003 PHOTOCOPIES	-	-	
436005 FRANCISE FEES	-	-	
436008 OLD REC BLDG/JR THEATRE LEASE	298.79	307.50	3%
441000 LIQUOR LICENSES	69,355.00	68,731.00	-1%
442001 HOTEL, MOTEL, INN	850.00	700.00	-21%
442003 CABLE	4,127.10	4,253.00	3%
442004 JUNK COLLECTOR/RUBBISH HAULER	350.00	420.00	17%
442005 USED CAR DEALER	2,200.00	2,600.00	15%
442006 AMUSEMENT DEVICE LICENSE	1,100.00	-	
442008 TAXI/LIMO LICENSE	-	-	
442009 ENTERTAINMENT LICENSE	2,455.00	3,695.00	34%
442010 MOTION PICTURE LICENSE	900.00	-	
442012 COMMON VICTUALLER LICENSE	2,200.00	2,050.00	-7%
442013 OTHER FOOD SERVICE LICENSE	15,167.00	15,167.00	0%
445001 SHELLFISH PERMITS	-	50.00	100%
445005 MISC LICENSES/PERMITS	16,200.00	-	
481004 SALE OF PROPERTY	10,000.00	10,550.00	5%
484099 MISCELLANEOUS REVENUE	37.88	754.57	95%
	125,240.77	109,278.07	-15%
011414 ASSESSORS - REV			
432003 PHOTOCOPIES	1,467.15	1,166.64	-26%
432045 ABUTTERS FEES	7,168.00	6,670.00	-7%
461100 CH SHT LOSS TAX ST OWNED LAND	78,611.00	78,636.00	0%
461400 ABATE VETS/BLIND/SURV SPOUSE	129,232.00	139,207.00	7%
461600 CH SHT ELDERLY ABATEMENTS	5,288.00	5,288.00	0%
462100 CH SHT SCHOOL AID CHAPTER 70	1,735,977.00	-	0%
463000 CH SHT SCHOOL CONSTRUCTION	993,195.00	993,195.00	0%
463600 CH SHT ADDITIONAL STATE AID	26,343.00	-	
467100 CH SHT LOTTERY, BEANO, CHARITY	337,990.00	364,333.00	7%
467300 CHARTER SCHOOL REIMBURSEMENT	90,104.00	-	
469901 HOTEL TAX	500,138.32	534,950.81	7%
469906 MEALS TAX	302,086.93	328,324.03	8%
	4,207,600.40	2,451,770.48	-72%
011454 TREASURER - REV			
432003 PHOTOCOPIES	-	13.00	100%
432007 BOUNCED CHECK FEE	974.71	618.40	-58%
480999 MISCELLANEOUS UNIDENTIFIED	10.47	-	
482001 INVESTMENT REVENUE	28,650.58	23,102.53	-24%
482011 INTEREST SEPTIC LOANS	182.63	-	
484099 MISCELLANEOUS REVENUE	-	300.56	100%
	29,818.39	24,034.49	-24%

Town of Harwich
General Fund Revenues
FY 2013

<u>GENERAL FUND REVENUES</u>	<u>FY 2012 ACTUAL</u>	<u>FY 2013 ACTUAL</u>	<u>% Variance</u>
<u>011464 COLLECTOR - REV</u>			
411010 PERSONAL PROPERTY TAX FY10	549.42	290.65	-89%
411011 PERSONAL PROPERTY TAX FY 2011	3,465.78	894.67	-287%
411012 PERSONAL PROPERTY TAX FY 2012	504,562.40	5,707.82	-8740%
411013 PERSONAL PROPERTY TAX FY 2013	378.09	581,602.50	100%
411014 PERSONAL PROPERTY TAX FY 2014		209.63	
411999 PERSONAL PROP BLANKET ABATES	1,104.14	265.66	-316%
412008 REAL ESTATE TAX FY 08	-		0%
412009 REAL ESTATE FY 09	-		0%
412010 REAL ESTATE TAX FY 10	7,380.55		0%
412011 REAL ESTATE TAX FY 2011	262,138.63	5,558.99	-4616%
412012 REAL ESTATE TAX FY 2012	35,840,789.50	288,441.75	-12326%
412013 REAL ESTATE TAX FY 2013	44,191.62	36,906,109.53	100%
412014 REAL ESTATE TAX FY 2014		22,558.75	0%
414200 TAX TITLES REDEEMED	78,275.87	214,438.53	63%
414400 DEFERRED TAXES REDEEMED	7,489.51	-	0%
415005 MOTOR VEHICLE TAX REV 2005	115.00		0%
415006 MOTOR VEHICLE EXCISE TAX 2006	5.31		0%
415007 MOTOR VEHICLE TAX FY 07	1,185.62	35.00	-3287%
415008 MOTOR VEHICLE TAX FY08	1,846.44	220.42	-738%
415009 MOTOR VEHICLE FY 09	1,831.07	787.40	-133%
415010 MOTOR VEHICLE EXCISE TAX FY10	10,929.59	1,420.02	-670%
415011 MOTOR VEHICLE EXC TX FY 2011	177,047.63	5,426.28	-3163%
415012 MOTOR VEHICLE EXC TX FY 2012	1,334,211.64	216,854.60	-515%
415013 MOTOR VEHICLE EXC TX FY 2013		1,389,810.17	0%
415999 MOTOR VEHICLE BLANKET ABATES	1,488.04	2,154.17	31%
416107 BOAT EX TAX FY 07	(50.68)		0%
416108 BOAT EXCISE FY 08	(10.00)		0%
416109 BOAT EXCISE TAX FY2009	19.64	12.50	-57%
416110 BOAT EXCISE TAX FY2010	27.50	(15.00)	283%
416111 BOAT EXCISE TAX FY 2011	101.35	(38.00)	367%
416112 BOAT EXCISE TAX FY 2012	24,585.43	88.24	-27762%
416113 BOAT EXCISE TAX FY 2013		24,767.29	100%
416999 BOAT EXCISE BLANKET ABATEMENT	19.00	73.00	74%
417001 PEN & INT REAL ESTATE TAXES	79,108.21	76,312.02	-4%
417002 PEN & INT PERS PROP TAXES	13,109.86	11,231.16	-17%
417003 PEN & INT MV EXCISE TAXES	94,944.69	102,291.14	7%
417004 PEN & INT BOAT EXCISE TAXES	3,619.33	3,129.97	-16%
417005 PEN & INT TAX TITLE	25,737.81	90,308.41	72%
417006 PEN & INT DEFERRED TAXES	901.28	-	0%
417010 PEN & INT SEPTIC BETTERMENT	0.48		0%
417013 INTEREST CPC	1,771.84	1,673.23	-6%
418001 IN LIEU OF TAXES LOCAL	52,024.95	57,482.03	9%
432001 COLLECTORS FEES & CHARGES	(985.00)	2,024.00	149%
432003 PHOTOCOPIES	78.00		
432008 MARKING FEES	13,920.00	11,120.00	-25%
432009 MUNICIPAL LIEN CERTIFICATES	26,650.00	26,650.00	0%
484001 R E TAX HOLDING ACCT	3,270.63		
484099 MISCELLANEOUS REVENUE	713.66	128.50	-455%
	38,618,762.91	40,027,829.29	4%

Town of Harwich
General Fund Revenues
FY 2013

GENERAL FUND REVENUES	FY 2012 ACTUAL	FY 2013 ACTUAL	% Variance
<u>011614 TOWN CLERK - REV</u>			
432003 PHOTOCOPIES	550.25	790.37	30%
432011 DOG LICENSES	13,230.00	13,395.00	1%
432012 FISH/GAME FEES	-		
432039 UTILITY POLES	80.00	260.00	69%
442017 BIRTH, MARRIAGE, DEATH CERT	19,380.00	19,670.00	1%
442018 BUSINESS CERTIFICATE	3,880.00	4,040.00	4%
445002 RAFFLE PERMIT	100.00	150.00	33%
445007 GASOLINE STORAGE	300.00	375.00	20%
445015 BURIAL PERMITS	1,600.00	1,530.00	-5%
477000 NON CRIMINAL FINES FIRE	600.00		
477001 NON CRIMINAL FINES POLICE	-	1,350.00	100%
477002 NON CRIMINAL FINES HEALTH	50.00	300.00	83%
477006 NON CRIMINAL FINES HARBOR	450.00		
477007 NON CRIMINAL FINES CONSERVATIO	700.00		
	40,920.25	41,860.37	2%
<u>011714 CONSERVATION - REV</u>			
432038 GARDEN PLOTS	2,873.00	3,030.00	5%
436003 BOG LEASE	5,372.00	3,950.00	-36%
437001 HEARINGS	8,045.00	4,850.00	-66%
484099 MISCELLANEOUS REVENUE	5,895.00	5,491.00	-7%
	22,185.00	17,321.00	-28%
<u>011744 TOWN PLANNER - REV</u>			
432003 PHOTOCOPIES	16.50	-	
432040 PLANNING LOCAL FILING FEE	7,903.10	19,368.55	59%
437001 HEARINGS	10,990.85	16,770.81	34%
445005 MISC LICENSES/PERMITS	-	265.00	100%
	18,910.45	36,404.36	48%
<u>011764 BOARD OF APPEALS - REV</u>			
437001 HEARINGS	9,735.00	8,820.00	-10%
	9,735.00	8,820.00	-10%
<u>012104 POLICE - REV</u>			
432015 POLICE ADMINISTRATION FEES	28,784.30	29,777.70	3%
432016 POLICE INSURANCE CO FEES	2,173.50	1,889.97	-15%
432017 USE OF CRUISER POLICE	2,180.00	2,770.00	21%
432050 POLICE FALSE ALARM FEES	1,600.00	550.00	-191%
442008 TAXI/LIMO LICENSE	1,095.00	535.00	-105%
445003 GUN PERMITS	5,412.50	9,262.50	42%
468000 REG OF MV FINES	14,467.50	11,635.00	-24%
469501 COURT FINES	1,240.00	1,770.00	30%
477004 PARKING VIOLATIONS	7,605.00	10,050.00	24%
477005 RESTITUTION	1,302.59	3,420.60	62%
484099 MISCELLANEOUS REVENUE	97.00	120.00	19%
	65,957.39	71,780.77	8%
<u>012204 FIRE - REV</u>			
432003 PHOTOCOPIES	220.00	135.00	-63%
432018 FIRE INSPECTIONS	32,450.00	34,020.00	5%
445005 MISC LICENSES/PERMITS	2,400.00	1,575.00	-52%
445006 BURNING PERMITS	3,670.00	4,359.00	16%
445007 GASOLINE STORAGE	160.00	1,080.00	85%
484099 MISCELLANEOUS REVENUE	3,105.00	3,266.98	5%
	42,005.00	44,435.98	5%

Town of Harwich
General Fund Revenues
FY 2013

<u>GENERAL FUND REVENUES</u>	<u>FY 2012 ACTUAL</u>	<u>FY 2013 ACTUAL</u>	<u>% Variance</u>
<u>012314 AMBULANCE - REV</u>			
437000 AMBULANCE FEES	978,389.14	981,281.21	0%
437010 AMBULANCE COLLECTOR	-	-	
	978,389.14	981,281.21	0%
<u>012414 BUILDING - REV</u>			
432003 PHOTOCOPIES	1,562.22	1,495.70	-4%
432019 BUILDING INSPECTION	4,269.00	5,771.00	26%
432048 BUILDING APPLICATION FEES	16,245.00	18,693.00	13%
445005 MISC LICENSES/PERMITS	-	1,860.00	100%
455008 BUILDING PERMITS	177,504.50	169,561.65	-5%
455009 SIGN PERMITS	1,540.00	1,925.00	20%
455010 DEMO PERMITS	1,145.00	1,430.00	20%
455011 RENTAL DENSITY PERMIT	450.00	705.00	36%
455012 TRENCH EXCAVATING PERMITS	1,050.00	3,570.00	71%
484099 MISCELLANEOUS REVENUE	517.00		
	204,282.72	205,011.35	0%
<u>012424 GAS INSPECTION - REV</u>			
432020 GAS INPECTION	31,580.00	41,830.00	25%
	31,580.00	41,830.00	25%
<u>012434 PLUMBING</u>			
432021 PLUMBING INSPECTION	41,715.00	54,155.00	23%
	41,715.00	54,155.00	23%
<u>012454 ELECTRICAL REVENUE</u>			
432023 ELECTRICAL INSPECTION	55,439.00	68,010.00	18%
	55,398.00	68,010.00	19%
<u>014224 MISC PERMITS</u>			
455012 TRENCH EXCAVATING PERMITS	4,490.00	4,045.00	-11%
	4,490.00	4,045.00	-11%
<u>014394 WASTE DISPOSAL REVENUE</u>			
424701 DISPOSAL AREA STICKERS	703,539.50	662,707.00	-6%
424702 DISPOSAL REGULAR FEES	438,001.48	459,401.55	5%
424703 DISPOSAL COMMERCIAL FEES	370,835.20	472,107.90	21%
427010 RECYCLE NEWSPAPER	59,639.33	28,778.81	-107%
427011 RECYCLE BOTTLES	11,566.80	12,266.70	6%
427012 RECYCLE OTHER ITEMS	6,864.35	5,138.50	-34%
427013 RECYCLE METAL	109,238.00	72,966.11	-50%
	1,699,684.66	1,713,366.57	1%
<u>014914 CEMETERY ADMINISTRATION REV</u>			
487000 GROUND RADAR SERVICE	-	-	
	-	-	
<u>015104 BOARD OF HEALTH</u>			
432003 PHOTOCOPIES	1,757.50	2,306.96	24%
432025 TEST HOLES	21,765.00	20,350.00	-7%
432037 FLU CLINIC FEES	385.00	337.73	-14%
442001 HOTEL, MOTEL, INN	525.00	525.00	0%
442002 STABLE	1,180.00	1,240.00	5%
442004 JUNK COLLECTOR/RUBBISH HAULER	900.00	600.00	-50%
442013 OTHER FOOD SERVICE LICENSE	15,140.00	16,865.00	10%
442014 TOBACCO LICENSE	850.00	750.00	-13%
442015 FUNERAL DIRECTOR LICENSE	100.00	100.00	0%
445005 MISC LICENSES/PERMITS	6,900.00	7,650.00	10%
445010 SEPTAGE CARRIER	2,500.00	2,300.00	-9%
445011 SEWERAGE PERMITS	34,345.00	32,820.00	-5%
445012 WELL PERMITS	1,320.00	1,145.00	-15%
445027 SWIMMING POOL	3,000.00	2,800.00	-7%
445029 HEALTH INPECTION FEES	31,020.00	31,350.00	1%
484099 MISCELLANEOUS REVENUE	3,619.75	3,925.00	
	125,307.25	125,064.69	0%

Town of Harwich
General Fund Revenues
FY 2013

GENERAL FUND REVENUES	FY 2012 ACTUAL	FY 2013 ACTUAL	% Variance
015394 CHANNEL 18 TELEVISION STATION			
015394 CHANNEL 18 TELEVISION STATION			
432041 VIDEO TAPE COPIES	400.00	60.00	-567%
	400.00	60.00	-567%
015404 COMMUNITY CENTER REVENUE			
432003 PHOTOCOPIES	17.00	23.75	28%
432044 PROGRAM FEES	2,030.00	1,695.00	-20%
432049 PASSPORT FEES	5,450.00	3,960.00	-38%
436004 BUILDING USE	16,969.08	15,643.00	-8%
484098 COM CENTER WEIGHT ROOM USE	400.00		
	24,866.08	21,321.75	-17%
015414 COUNCIL ON AGING REVENUE			
432044 PROGRAM FEES	8,280.00	5,685.00	-46%
	8,280.00	5,685.00	-46%
447003 LIBRARY FINES	4,628.43	3,828.31	-21%
484099 MISCELLANEOUS REVENUE	-	34.20	100%
	4,628.43	3,862.51	-20%
016304 RECREATION & YOUTH REVENUE			
432030 SUMMER PROGRAM FEES	11,473.00	20,702.50	45%
432044 PROGRAM FEES	2,440.00	3,130.00	22%
436004 BUILDING USE	-	550.00	100%
445013 BEACH STICKERS	266,800.00	242,627.93	-10%
445014 BEACH PARKING	36,945.00	49,995.00	26%
	317,658.00	317,005.43	0%
016334 HARBORMASTER REVENUE			
432042 MOORING AGENT FEES	200.00	600.00	67%
436000 WHARFAGE	797,889.54	796,441.18	0%
436001 HARBOR FUEL CONCESSION	6,056.86	6,144.33	1%
436002 ALLEN HARBOR PARKING RENTAL	15,092.50	15,092.50	0%
445001 SHELLFISH PERMITS	6,860.38	6,941.00	1%
	826,099.28	825,219.01	0%
016914 HISTORIC COMM REVENUE			
437001 HEARINGS		495.00	100%
	440.00	495.00	11%
016954 GOLF OPERATIONS REVENUE			
432031 GREEN FEES	768,491.37	746,609.28	-3%
432032 DRIVING RANGE	53,607.50	55,274.49	3%
432033 PULL CARTS	7,992.99	8,223.57	3%
432034 RESIDENTS FEES	609,895.00	612,275.00	0%
432035 CAR RENTAL	212,811.38	219,212.91	3%
432046 NON-RESIDENT GOLF MEMBERS	49,635.00	45,975.00	-8%
432047 GOLF RANGE MEMBERSHIPS	7,897.00	6,710.00	-18%
	1,710,330.24	1,694,280.25	-1%
GRAND TOTAL	\$ 50,733,395.91	\$ 51,315,386.66	1%

11/18/2013

FY 2013
Special Revenues

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Town of Harwich
Combining Balance Sheet
Special Revenues
Year End June 30, 2013

FY 2013 Special Revenues									
1122	1123	1150	1153	1154	1156	1176	1177	1178	1185
FEMA Fire/EMS	FEMA Asst to FF	Title I	PL 94-142	Early Integration	Class Size Red. Grant	Federal EEO Pre Sch	Coord. Family Grant	ARRA Grant	Old Whar ARRA
118.86	-	-	-	0.06	0.06	0.05	0.09	0.22	
Cash									
Receivables:									
Inventory									
Total assets									
118.86	-	-	-	0.06	0.06	0.05	0.09	0.22	-
Warrants payable									
Accounts Payable									
Res. CPC Open Space									
Res. CPC Historic									
Res. Housing									
Deferred revenue									
Res. for Inventory									
Res. Prior year encum.									
Fund Balance									
118.86	-	-	-	0.06	0.06	0.05	0.09	0.22	-
Total Liab. & FB									
-	-	-	-	-	-	-	-	-	-
Revenue									
Expenditures									
36,000.00	9,595.49	13.10							
36,000.00									
Transfers in									
Transfers out									
-	-	(9,595.49)	(13.10)	-	-	-	-	-	-
118.86	-	9,595.49	13.10	0.06	0.06	0.05	0.09	0.22	-
Beg. fund balance 6/30/2012									
118.86	-	9,595.49	13.10	0.06	0.06	0.05	0.09	0.22	-
End. fund balance 6/30/2013									
118.86	-	-	-	0.06	0.06	0.05	0.09	0.22	-

Town of Harwich
Combining Balance Sheet
Special Revenues
Year End June 30, 2013

		1187	1188	1199	1201	1202	1203	1206	1207	1208	1209
		Wychmere	ARRA	FEMA	State Septic	Pump Out	Cove Road	Coastal	ECOPS - State	CH 637 Hwy	Vet Grave
		ARRA	WETLANDS	Recovery	Grant	Boat	Drainage	Access	Grant	St. Grant	Repair
Cash		5,958.00	104,025.68	61,673.09	75,278.06	38,338.78		53.68	394.82	66,949.01	400.00
Receivables:											
Inventory			20,882.93		29,384.54						
Total assets		5,958.00	124,908.61	61,673.09	104,662.60	38,338.78	-	53.68	394.82	66,949.01	400.00
Warrants payable											
Accounts Payable											
Res. CPC Open Space											
Res. CPC Historic											
Res. Housing			20,882.93		29,384.54						
Deferred revenue											
Res. for Inventory											
Res. Prior year encum.											
Fund Balance		5,958.00	104,025.68	61,673.09	75,278.06	38,338.78	-	53.68	394.82	66,949.01	400.00
Total Liab. & FB		5,958.00	124,908.61	61,673.09	104,662.60	38,338.78	-	53.68	394.82	66,949.01	400.00
Revenue				45,113.84		10,501.79					
Expenditures			3,516.65	24,028.24		11,149.71	10,702.00				
Transfers in											
Transfers out											
Beg. fund balance 6/30/2012		-	(3,516.65)	21,085.60	-	(647.92)	(10,702.00)	-	-	-	-
		5,958.00	107,542.33	40,587.49	75,278.06	38,986.70	10,702.00	53.68	394.82	66,949.01	400.00
End. fund balance 6/30/2013		5,958.00	104,025.68	61,673.09	75,278.06	38,338.78	-	53.68	394.82	66,949.01	400.00

Town of Harwich
Combining Balance Sheet
Special Revenues
Year End June 30, 2013

	1210	1211	1213	1214	1216	1217	1220	1222	1223	1224
Elder Affairs	Dare State	Fire Safety	Pol Highway	Nat Resources	Police Safety	Click It or	Fire Fighter	Fire	Fire	Fire
St. Grant	Grant	Equipment	Safety	Volunteer	Equipment	Ticket	Training	ECOPS	Equip.	Grant
Cash	4,674.70	145.68	63.43	435.68	530.18	3,863.79	571.86	346.17	900.00	19.79
Receivables:										
Inventory										
Total assets	4,674.70	145.68	63.43	435.68	530.18	3,863.79	571.86	346.17	900.00	19.79
Warrants payable										
Accounts Payable										
Res. CPC Open Space										
Res. CPC Historic										
Res. Housing										
Deferred revenue										
Res. for Inventory										
Res. Prior year encum.										
Fund Balance	4,674.70	145.68	63.43	435.68	530.18	3,863.79	571.86	346.17	900.00	19.79
Total Liab. & FB	4,674.70	145.68	63.43	435.68	530.18	3,863.79	571.86	346.17	900.00	19.79
Revenue	31,932.47						1,554.32			
Expenditures	27,728.30						982.46			
Transfers in										
Transfers out										
Beg. fund balance 6/30/2012	470.53	145.68	63.43	435.68	530.18	3,863.79	-	346.17	900.00	19.79
End. fund balance 6/30/2013	4,674.70	145.68	63.43	435.68	530.18	3,863.79	571.86	346.17	900.00	19.79

Town of Harwich
Combining Balance Sheet
Special Revenues
Year End June 30, 2013

	1225	1227	1228	1229	1232	1234	1235	1237
	CHPT. 90			Community	Community	EECBG	Red River	FIRE
	Highway Fund	NIMS/Fire	SIDEWALKS	Policing	Policing	Solar PV Grant	Herring River	SAFE GRANT
Cash	(47,335.11)	2,060.80	18,790.94	38.63	533.97	5,596.75	421.00	1,500.00
Receivables:								
Inventory								
Total assets	(47,335.11)	2,060.80	18,790.94	38.63	533.97	5,596.75	421.00	1,500.00
Warrants payable								
Accounts Payable								
Res. CPC Open Space								
Res. CPC Historic								
Res. Housing								
Deferred revenue								
Res. for Inventory								
Res. Prior year encum.								
Fund Balance	(47,335.11)	2,060.80	18,790.94	38.63	533.97	5,596.75	421.00	1,500.00
Total Liab. & FB	(47,335.11)	2,060.80	18,790.94	38.63	533.97	5,596.75	421.00	1,500.00
Revenue	523,274.74							1,500.00
Expenditures	589,232.26							
Transfers in								
Transfers out								
Beg. fund balance 6/30/2012	(65,957.52)	-	-	-	-	-	-	1,500.00
	18,622.41	2,060.80	18,790.94	38.63	533.97	5,596.75	421.00	
End. fund balance 6/30/2013	(47,335.11)	2,060.80	18,790.94	38.63	533.97	5,596.75	421.00	1,500.00

Town of Harwich
Combining Balance Sheet
Special Revenues
Year End June 30, 2013

FY 2013 Special Revenues																
	1240	1240	1251	1251	1252	1252	1254	1254	1257	1257	1258	1258	1272	1272	1280	1280
	Brooks Library	State AID	School Choice	School Choice	Applied Health	Applied Health	Linked	Linked	Community	Community	Erl. Childhd.	Erl. Childhd.	Circuit	Circuit	School	School
					Grant	Grant	Partnership	Partnership	Svc II	Svc II	Comm Prtnshp	Comm Prtnshp	Breaker 5050	Breaker 5050	MA Green Sch	MA Green Sch
Cash	18,731.99		-		(3.05)	(3.05)	2.30	2.30	6.77	6.77	0.04	0.04			0.06	0.06
Receivables:																
Inventory																
Total assets	18,731.99		-		(3.05)	(3.05)	2.30	2.30	6.77	6.77	0.04	0.04	-	-	0.06	0.06
Warrants payable																
Accounts Payable																
Res. CPC Open Space																
Res. CPC Historic																
Res. Housing																
Deferred revenue																
Res. for Inventory																
Res. Prior year encum.																
Fund Balance	18,731.99		-		(3.05)	(3.05)	2.30	2.30	6.77	6.77	0.04	0.04	-	-	0.06	0.06
Total Liab. & FB	18,731.99		-		(3.05)	(3.05)	2.30	2.30	6.77	6.77	0.04	0.04	-	-	0.06	0.06
Revenue	17,620.48		-													
Expenditures	33,150.00		1,029,261.62		2,662.21								147,903.50			
Transfers in																
Transfers out																
Beg. fund balance 6/30/2012	(15,529.52)		(1,029,261.62)		(2,662.21)		-	-	-	-	-	-	(147,903.50)		-	-
	34,261.51		1,029,261.62		2,659.16		2.30	2.30	6.77	6.77	0.04	0.04	147,903.50		0.06	0.06
End. fund balance 6/30/2013	18,731.99		-		(3.05)	(3.05)	2.30	2.30	6.77	6.77	0.04	0.04	-	-	0.06	0.06

Town of Harwich
Combining Balance Sheet
Special Revenues
Year End June 30, 2013

	FY 2013									
	Special Revenues									
	1284	1285	1286	1295	1296	1305	1306	1307	1308	
Counselor #54:	Youth	Water WCG	Grant	Tn Clk	Flu	ESCR NITROG	Friends of	CCCC Science	EDC Needs	
		171	164	AID	Program	Grant	Pleasant Bay	Grant	Sch. Grt.	
Cash	9,098.00	800.00		1,547.57	5,520.93	7,655.23		11.36	0.02	
Receivables:										
Inventory										
Total assets	9,098.00	800.00	-	1,547.57	5,520.93	7,655.23	-	11.36	0.02	
Warrants payable										
Accounts Payable										
Res. CPC Open Space										
Res. CPC Historic										
Res. Housing										
Deferred revenue										
Res. for Inventory										
Res. Prior year encum.										
Fund Balance	9,098.00	800.00	-	1,547.57	5,520.93	7,655.23	-	11.36	0.02	
Total Liab. & FB	9,098.00	800.00	-	1,547.57	5,520.93	7,655.23	-	11.36	0.02	
Revenue										
Expenditures										
Transfers in	3,045.00	29,912.54	1,175.00	1,970.00	1,857.59		3,458.93			
Transfers out				1,407.43						
	(3,045.00)	(29,912.54)	(1,175.00)	562.57	1,857.59	-	(3,458.93)	-	-	
Beg. fund balance 6/30/2012	12,143.00	30,712.54	1,175.00	985.00	3,663.34	7,655.23	3,458.93	11.36	0.02	
							0.78			
End. fund balance 6/30/2013	9,098.00	800.00	-	1,547.57	5,520.93	7,655.23	-	11.36	0.02	

Town of Harwich
Combining Balance Sheet
Special Revenues
Year End June 30, 2013

	1309	1310	1311	1313	1315	1316	1321	1322	1323
Barns Cnty	MTPC	Island Pound	Trail Fed. Grt.	Fire EMS	Muddy Creek	East Harwich	New County	Wychmere	Health Fair
Ld Manage	Waste to NRG			Equip	LD MGT	Grant	Grant	Grant	Grant
Cash	481.00	1,000.01	250.00	122.70	57.63	(810.00)	50,000.00	7,500.00	1,675.00
Receivables:									
Inventory									
Total assets	481.00	1,000.01	250.00	122.70	57.63	(810.00)	50,000.00	7,500.00	1,675.00
Warrants payable									
Accounts Payable									
Res. CPC Open Space									
Res. CPC Historic									
Res. Housing									
Deferred revenue									
Res. for Inventory									
Res. Prior year encum.									
Fund Balance	481.00	1,000.01	250.00	122.70	57.63	(810.00)	50,000.00	7,500.00	1,675.00
Total Liab. & FB	481.00	1,000.01	250.00	122.70	57.63	(810.00)	50,000.00	7,500.00	1,675.00
Revenue									
Expenditures									
Transfers in									
Transfers out									
Beg. fund balance 6/30/2012	-	-	-	-	-	(25,437.80)	-	-	875.00
	481.00	1,000.01	250.00	122.70	57.63	24,627.80	50,000.00	7,500.00	800.00
End. fund balance 6/30/2013	481.00	1,000.01	250.00	122.70	57.63	(810.00)	50,000.00	7,500.00	1,675.00

Town of Harwich
Combining Balance Sheet
Special Revenues
Year End June 30, 2013

		FY 2013 Special Revenues									
		1324	1350	1353	1355	1356	1359	1401	1402	1403	1404
		Cape Light Energy Grant	Partnership to Reduce Drugs	Chamber of Com	School to Careers	Tower Found Grant	Bell Neck Cons	Shellfish Lab Gift	NanElec Beach Gift	Evergreen Cemetery Gift	Brooks Lib. Bldg. Gift
Cash		1,150.00	104.47			2.36	1,875.00	1,850.15	4,288.78	250.00	2,942.23
Receivables:											
Inventory											
Total assets		1,150.00	104.47	-	-	2.36	1,875.00	1,850.15	4,288.78	250.00	2,942.23
Warrants payable											
Accounts Payable											
Res. CPC Open Space											
Res. CPC Historic											
Res. Housing											
Deferred revenue											
Res. for Inventory											
Res. Prior year encum.											
Fund Balance		1,150.00	104.47	-	-	2.36	1,875.00	1,850.15	4,288.78	250.00	2,942.23
Total Liab. & FB		1,150.00	104.47	-	-	2.36	1,875.00	1,850.15	4,288.78	250.00	2,942.23
Revenue		1,150.00					1,875.00				-
Expenditures		-		1,576.99	5,798.21				711.22		
Transfers in											
Transfers out											
Beg. fund balance 6/30/2012		1,150.00	-	(1,576.99)	(5,798.21)	-	1,875.00	-	(711.22)	-	-
		-	104.47	1,576.99	5,798.21	2.36	-	1,850.15	5,000.00	250.00	2,942.23
End. fund balance 6/30/2013		1,150.00	104.47	-	-	2.36	1,875.00	1,850.15	4,288.78	250.00	2,942.23

Town of Harwich
Combining Balance Sheet
Special Revenues
Year End June 30, 2013

		FY 2013 Special Revenues							
		1405	1406	1408	1412	1415	1418	1419	1423
	Channel 18	Gift	Library/Fire	COA	Harwich Ctr.	Cran Valley	Youth Couns	Sprint Cell	Epoch Gift
			Gift	Gift	Int'l. Gift	Gift	Gift	Tower Gift	Thompson Fld
Cash		21.70	40.03	67,709.14	138.83	1,000.00	150.00	4,254.64	100.00
Receivables:									
Inventory									
Total assets		21.70	40.03	67,709.14	138.83	1,000.00	150.00	4,254.64	100.00
Warrants payable									
Accounts Payable									
Res. CPC Open Space									
Res. CPC Historic									
Res. Housing									
Deferred revenue									
Res. for Inventory		21.70	40.03	67,709.14	138.83	1,000.00	150.00	4,254.64	100.00
Res. Prior year encum.									
Fund Balance									
Total Liab. & FB		21.70	40.03	67,709.14	138.83	1,000.00	150.00	4,254.64	100.00
Revenue				10,872.93		1,000.00			
Expenditures				22,931.14					
Transfers in									
Transfers out									
		-	-	(12,058.21)	-	1,000.00	-	-	-
Beg. fund balance 6/30/2012		21.70	40.03	79,767.35	138.83	-	150.00	4,254.64	100.00
End. fund balance 6/30/2013		21.70	40.03	67,709.14	138.83	1,000.00	150.00	4,254.64	100.00

Town of Harwich
Combining Balance Sheet
Special Revenues
Year End June 30, 2013

	FY 2013									
	Special Revenues									
	1424	1425	1426	1450	1451	1452	1501	1502		
	Empl./Chase	Long PD	Friends of	Summer	Lion's	CC 5	Cultural	Mt. Pleasant		
	Gift Fund	Watershed	Harwich Gift	School Gift	Quest	Gift	Comdel	Cem. Gift		
Cash	15,441.66	948.05	3,032.67	2,800.00	43.33		980.79	124.00		
Receivables:										
Inventory										
Total assets	15,441.66	948.05	3,032.67	2,800.00	43.33	-	980.79	124.00		
Warrants payable										
Accounts Payable										
Res. CPC Open Space										
Res. CPC Historic										
Res. Housing										
Deferred revenue										
Res. for Inventory										
Res. Prior year encum.										
Fund Balance	15,441.66	948.05	3,032.67	2,800.00	43.33	-	980.79	124.00		
Total Liab. & FB	15,441.66	948.05	3,032.67	2,800.00	43.33	-	980.79	124.00		
Revenue	6,108.00	-	17,280.00	-	-	-	-	-		
Expenditures	2,031.70	-	14,247.33	-	-	2,685.52	3,873.77	4,427.50		
Transfers in										
Transfers out										
Beg. fund balance 6/30/2012	4,076.30	-	3,032.67	-	-	(2,685.52)	(553.73)	-		
	11,365.36	948.05	-	2,800.00	43.33	2,685.52	1,534.52	124.00		
End. fund balance 6/30/2013	15,441.66	948.05	3,032.67	2,800.00	43.33	-	980.79	124.00		

Town of Harwich
Combining Balance Sheet
Special Revenues
Year End June 30, 2013

FY 2013	1505	1506	1507	1509	1510	1511	1512
Special Revenues	Brooks Lib. Gift	Cranberry Harvest Shuttle	Disability Rights	SEMASS Road Race gift	Ambulance Fund Gift	Fire Gift	Town Nurse Gift
Cash	8,539.76	1,000.00	159.28	4,629.90	10,088.30	62.65	515.36
Receivables:							
Inventory							
Total assets	8,539.76	1,000.00	159.28	4,629.90	10,088.30	62.65	515.36
Warrants payable							
Accounts Payable							
Res. CPC Open Space							
Res. CPC Historic							
Res. Housing							
Deferred revenue							
Res. for Inventory							
Res. Prior year encum.							
Fund Balance	8,539.76	1,000.00	159.28	4,629.90	10,088.30	62.65	515.36
Total Liab. & FB	8,539.76	1,000.00	159.28	4,629.90	10,088.30	62.65	515.36
Revenue	5,502.90				4,085.00		40.00
Expenditures	8,129.71				4,369.00		
Transfers in							
Transfers out							
	(2,626.81)	-	-	-	(284.00)	-	40.00
Beg. fund balance 6/30/2012	11,166.57	1,000.00	159.28	4,629.90	10,372.30	62.65	475.36
End. fund balance 6/30/2013	8,539.76	1,000.00	159.28	4,629.90	10,088.30	62.65	515.36

Town of Harwich
Combining Balance Sheet
Special Revenues
Year End June 30, 2013

	FY 2013									
	Special Revenues									
	1513	1514	1515	1516	1517	1518	1520	1524		
	Park & Rec	Whitehouse	Harwich	Comm Center	Police Security	Comm Center	Police Coffee	Historic Com		
	Gift	Field Elec	Conser Trust	Gift	Gift	Pool Gift	Maker Gift	Gift		
Cash	1,282.24	7,689.24	590.00	19,186.90	77.00	(2,185.49)	31.64	325.00		
Receivables:										
Inventory										
Total assets	1,282.24	7,689.24	590.00	19,186.90	77.00	(2,185.49)	31.64	325.00		
Warrants payable										
Accounts Payable										
Res. CPC Open Space										
Res. CPC Historic										
Res. Housing										
Deferred revenue										
Res. for Inventory										
Res. Prior year encum.										
Fund Balance	1,282.24	7,689.24	590.00	19,186.90	77.00	(2,185.49)	31.64	325.00		
Total Liab. & FB	1,282.24	7,689.24	590.00	19,186.90	77.00	(2,185.49)	31.64	325.00		
Revenue										
Expenditures										
Transfers in		10,527.50		9,963.14		5,017.00				
Transfers out		7,294.12		7,665.90		42,961.77				
Beg. fund balance 6/30/2012	-	3,233.38	-	2,297.24	-	(37,944.77)	-	-		
	1,282.24	4,455.86	590.00	16,889.66	77.00	35,759.28	31.64	325.00		
End. fund balance 6/30/2013	1,282.24	7,689.24	590.00	19,186.90	77.00	(2,185.49)	31.64	325.00		

Town of Harwich
Combining Balance Sheet
Special Revenues
Year End June 30, 2013

	1525	1529	1529	1527	1530	1532	1533	1540	1542
	Palmer Gift	Trail Comm. Gift	Town Band	Agriculture Gift	Wetlands Conser.Trust	Friends of Harwich Youth	CC Expansion	Recreation Revolving	COA Revolving
Cash	455.00	250.00	(29.90)	250.00	(356.60)	229.00	2,500.00	41,554.64	4,566.60
Receivables:									
Inventory									
Total assets	455.00	250.00	(29.90)	250.00	(356.60)	229.00	2,500.00	41,554.64	4,566.60
Warrants payable									
Accounts Payable									
Res. CPC Open Space									
Res. CPC Historic									
Res. Housing									
Deferred revenue									
Res. for Inventory									
Res. Prior year encum.									
Fund Balance	455.00	250.00	(29.90)	250.00	(356.60)	229.00	2,500.00	41,554.64	4,566.60
Total Liab. & FB	455.00	250.00	(29.90)	250.00	(356.60)	229.00	2,500.00	41,554.64	4,566.60
Revenue									
Expenditures									
Transfers in		250.00			6,248.60	1,000.00		78,379.50	66,197.18
Transfers out			29.90		8,426.00	1,080.00		69,008.89	64,193.27
Beg. fund balance 6/30/2012	-	250.00	(29.90)	-	(2,177.40)	(80.00)	-	9,370.61	2,003.91
	455.00	-	-	250.00	1,820.80	309.00	2,500.00	32,184.03	2,562.69
End. fund balance 6/30/2013	455.00	250.00	(29.90)	250.00	(356.60)	229.00	2,500.00	41,554.64	4,566.60

Town of Harwich
Combining Balance Sheet
Special Revenues
Year End June 30, 2013

FY 2013		Special Revenues									
	1543	1544	1545	1549	1550	1551	1552	1553	1554	1555	
	GOLF	Comm. CTR	Golf	Cemetery R/F	School	School	HS	Lost	Adult	Driver's	
	Revolving	Revolvs FD	Capital R/F	Spec Ed	Spec Ed	Lunch	Athletic	Book	Education	Education	
Cash	8,464.17	40,782.70	118,660.00	3,526.84		(985.90)				52.65	
Receivables:											
Inventory	149,669.13										
Total assets	158,133.30	40,782.70	118,660.00	3,526.84	-	(985.90)	-	-	-	52.65	
Warrants payable											
Accounts Payable	-										
Res. CPC Open Space											
Res. CPC Historic											
Res. Housing											
Deferred revenue	-										
Res. for Inventory	149,669.13										
Res. Prior year encum.											
Fund Balance	8,464.17	40,782.70	118,660.00	3,526.84	-	(985.90)	-	-	-	52.65	
Total Liab. & FB	158,133.30	40,782.70	118,660.00	3,526.84	-	(985.90)	-	-	-	52.65	
Revenue	153,406.15	25,854.95	45,250.00	3,526.84							
Expenditures	147,671.69			-	14,819.30	96,526.25	34,968.91	10,207.80	7,581.40		
Transfers in											
Transfers out											
Beg. fund balance 6/30/2012	5,734.46	25,854.95	45,250.00	3,526.84	(14,819.30)	(96,526.25)	(34,968.91)	(10,207.80)	(7,581.40)	-	
	2,729.71	14,927.75	73,410.00		14,819.30	95,540.35	34,968.91	10,207.80	7,581.40	52.65	
End. fund balance 6/30/2013	8,464.17	40,782.70	118,660.00	3,526.84	-	(985.90)	-	-	-	52.65	

Town of Harwich
Combining Balance Sheet
Special Revenues
Year End June 30, 2013

	1556	1557	1558	1559	1560	1561	1562	1563	1564	1599
	Summer School	HASP Childcare	Play School	Need Collaborative	Elem School Treasury	Middle School Treasury	High School Treasury	HS Hall of Fame	C3VLE Grant	Sale Of Easement
Cash					(313.16)		334.50			1,580.50
Receivables:										
Inventory										
Total assets	-	-	-	-	(313.16)	-	334.50	-	-	1,580.50
Warrants payable										
Accounts Payable										
Res. CPC Open Space										
Res. CPC Historic										
Res. Housing										
Deferred revenue										
Res. for Inventory										
Res. Prior year encum.										
Fund Balance	-	-	-	-	(313.16)	-	334.50	-	-	1,580.50
Total Liab. & FB	-	-	-	-	(313.16)	-	334.50	-	-	1,580.50
Revenue										
Expenditures	212.00	153,021.66	47,195.27	2,580.00	0.48	7,468.33	29,339.91	1,057.24	264.00	
Transfers in										
Transfers out										
	(212.00)	(153,021.66)	(47,195.27)	(2,580.00)	0.48	(7,468.33)	(29,304.04)	(1,057.24)	(264.00)	-
Beg. fund balance 6/30/2012	212.00	153,021.66	47,195.27	2,580.00	(313.64)	7,468.33	29,638.54	1,057.24	264.00	1,580.50
End. fund balance 6/30/2013	-	-	-	-	(313.16)	-	334.50	-	-	1,580.50

Town of Harwich
Combining Balance Sheet
Special Revenues
Year End June 30, 2013

FY 2013 Special Revenues							
Workers Com Recovery	Water Hydrant Damage	State Aid to Libraries	County Dog Tax	Cemetery Lot Sales	Media One		
Cash	519.53	776.02	2,144.31	5,466.25	583,883.36		
Receivables: Inventory							
Total assets	519.53	776.02	2,144.31	5,466.25	583,883.36		
Warrants payable							
Accounts Payable							
Res. CPC Open Space							
Res. CPC Historic							
Res. Housing							
Deferred revenue							
Res. for Inventory							
Res. Prior year encum.							
Fund Balance	519.53	776.02	2,144.31	5,466.25	583,883.36		
Total Liab. & FB	519.53	776.02	2,144.31	5,466.25	583,883.36		
Revenue							
Expenditures							
Transfers in							
Transfers out							
Beg. fund balance 6/30/2012	-	-	(17,569.19)	-	11,048.41	5,984.96	
	519.53	776.02	17,569.19	2,144.31	(5,582.16)	577,898.40	
End. fund balance 6/30/2013	519.53	776.02	-	2,144.31	5,466.25	583,883.36	

Town of Harwich
Combining Balance Sheet
Special Revenues
Year End June 30, 2013

		1615	1621	1626	1701	1702	1703	1730	1750	8027
		Police Ins. Recovery	Waterway Mgt.	Harbor Impr. & Maint.	Septic Loan Betterment	Old Post Road Betterment	Rd Betterment McGuerty	Culture Con. Gift	Aff. Housing Fund	CPC (Land Bk)
Cash		2,439.02	29,304.78	71,107.66	61,008.09	25,456.95	85,568.52	13,520.12	37,545.26	1,453,955.74
Receivables: Inventory					52,162.89	63,973.20	57,408.82	-		52,887.18
Total assets		2,439.02	29,304.78	71,107.66	113,170.98	89,430.15	142,977.34	13,520.12	37,545.26	1,506,842.92
Warrants payable										
Accounts Payable										
Res. CPC Open Space										269,105.68
Res. CPC Historic										306,870.68
Res. Housing					52,162.89	63,973.20	57,408.82			549,260.68
Deferred revenue										52,893.23
Res. for Inventory										
Res. Prior year encum.										
Fund Balance		2,439.02	29,304.78	71,107.66	61,008.09	25,456.95	85,568.52	13,520.12	37,545.26	328,712.65
Total Liab. & FB		2,439.02	29,304.78	71,107.66	113,170.98	89,430.15	142,977.34	13,520.12	37,545.26	1,506,842.92
Revenue			106,487.04	71,107.66	8,460.45	16,253.43	12,883.92	4,761.15	76,815.98	1,473,946.77
Expenditures			70,000.00		17,227.00	12,050.00	26,530.00	2,813.50	290,714.58	-
Transfers in										
Transfers out										1,919,330.00
Beg. fund balance 6/30/2012		-	36,487.04	71,107.66	(8,766.55)	4,203.43	(13,646.08)	1,947.65	(213,898.60)	(445,383.23)
		2,439.02	(7,182.26)	-	69,774.64	21,253.52	99,214.60	11,572.47	251,443.86	1,899,332.92
End. fund balance 6/30/2013		2,439.02	29,304.78	71,107.66	61,008.09	25,456.95	85,568.52	13,520.12	37,545.26	1,453,949.69

Town of Harwich
Combining Balance Sheet
Capital Projects
Year Ending June 30, 2013

FY 2013				
Town of Harwich				
Capital				
Funds # 0400-0460				
General				
	Combined Total	General 0400	Allen Harbor 0440	Greensand WTF 460
Cash	\$ 790,671.10	\$ 142,937.15	\$ 205,095.05	\$ 442,638.90
Receivables:	-	-	-	-
Total assets	790,671.10	142,937.15	205,095.05	442,638.90
Warrants payable	-	-	-	-
Other Liabilities	-	-	-	-
Bonds & Notes Payable	-	-	-	-
Deferred revenue	-	-	-	-
Fund Balance	790,671.10	142,937.15	205,095.05	442,638.90
Total Liab. & FB	790,671.10	142,937.15	205,095.05	442,638.90
Revenue/Bonds	3,175,551.73	-	2,900,000.00	275,551.73
Expenditures	2,744,376.18	53,261.43	2,564,932.65	126,182.10
Transfers in	-	-	-	-
Transfers out	275,551.73	275,551.73	-	-
Net change	155,623.82	(328,813.16)	335,067.35	149,369.63
Beg. fund balance	635,047.28	471,750.31	(129,972.30)	293,269.27
End. fund balance	\$ 790,671.10	\$ 142,937.15	\$ 205,095.05	\$ 442,638.90

9/5/2013

Town of Harwich Combining Balance Sheet Capital Projects #0400 Year Ending June 30, 2013						
<u>FY 2013</u>						
Town of Harwich	Fund	Fund	Fund	Fund	Fund	Fund
Capital	0400	0400	0400	0400	0400	0400
<u>Funds # 0400</u>						
General	<u>Total</u>	<u>Selectmen</u>	<u>Brooks</u>	<u>Police</u>	<u>Fire</u>	<u>Highway</u>
Cash	142,937.15	8,805.25	6,500.52	2,059.90	0.34	42.95
Receivables:	-	-	-	-	-	-
Total assets	<u>142,937.15</u>	<u>8,805.25</u>	<u>6,500.52</u>	<u>2,059.90</u>	<u>0.34</u>	<u>42.95</u>
Warrants payable	-	-	-	-	-	-
Other Liabilities	-	-	-	-	-	-
Deferred revenue	-	-	-	-	-	-
Fund Balance	<u>142,937.15</u>	8,805.25	6,500.52	2,059.90	0.34	42.95
Total Liab. & FB	<u>142,937.15</u>	<u>8,805.25</u>	<u>6,500.52</u>	<u>2,059.90</u>	<u>0.34</u>	<u>42.95</u>
Revenue/Bonds	-	-	-	-	-	-
Expenditures	53,261.43	-	-	-	-	-
Transfers in	-	-	-	-	-	-
Transfers out	<u>275,551.73</u>	-	-	-	-	-
Net change	(328,813.16)	-	-	-	-	-
Beg. Fund Balance	<u>471,750.31</u>	<u>8,805.25</u>	<u>6,500.52</u>	<u>2,059.90</u>	<u>0.34</u>	<u>42.95</u>
End. Fund Balance	<u>142,937.15</u>	<u>8,805.25</u>	<u>6,500.52</u>	<u>2,059.90</u>	<u>0.34</u>	<u>42.95</u>

9/5/2013

Town of Harwich
Combining Balance Sheet
Capital Projects #0400
Year Ending June 30, 2013

FY 2013		Town of Harwich		Fund	
		Capital		0400	
Funds # 0400		Water		0400	
General		Waste Water Mgt		Bd. Of Health	
Cash		105,665.62		16,155.48	
Receivables:	-	-	-	-	-
Total assets	-	105,665.62	-	16,155.48	3,707.09
Warrants payable					
Other Liabilities					
Deferred revenue					
Fund Balance	105,665.62			16,155.48	3,707.09
Total Liab. & FB	-	105,665.62	-	16,155.48	3,707.09
Revenue/Bonds	-				
Expenditures	2,196.01	20,000.00	22,232.02	6,109.00	2,724.40
Transfers in					
Transfers out	275,551.73				
Net change	(277,747.74)	(20,000.00)	(22,232.02)	(6,109.00)	(2,724.40)
Beg. Fund Balance	277,747.74	125,665.62	22,232.02	22,264.48	6,431.49
End. Fund Balance	-	105,665.62	-	16,155.48	3,707.09

9/5/2013

<u>FY 2013</u>		Fund
Town of Harwich		0440
Capital	Combined	
<u>Funds # 0440</u>	<u>Total</u>	<u>Total</u>
Allen Harbor Dredging		
Cash	205,095.05	205,095.05
Receivables:	-	-
Total assets	205,095.05	205,095.05
Warrants payable	-	
Other Liabilities	-	
Bonds & Notes Payable	-	-
Deferred revenue	-	-
Fund Balance	205,095.05	205,095.05
Total Liab. & FB	205,095.05	205,095.05
Revenue/Bonds	2,900,000.00	2,900,000.00
Expenditures	2,564,932.65	2,564,932.65
Transfers in		
Transfers out		
Net change	335,067.35	335,067.35
Beg. fund balance	(129,972.30)	(129,972.30)
End. fund balance	205,095.05	205,095.05

<u>FY 2013</u>		Fund
Town of Harwich		0460
Capital	Combined	
<u>Funds # 0460</u>	<u>Total</u>	<u>Total</u>
Greensand WTF		
Cash	442,638.90	442,638.90
Receivables:	-	-
Total assets	442,638.90	442,638.90
Warrants payable	-	
Other Liabilities	-	
Deferred revenue	-	
Fund Balance	442,638.90	442,638.90
Total Liab. & FB	442,638.90	442,638.90
Revenue/Bonds	275,551.73	275,551.73
Expenditures	126,182.10	126,182.10
Transfers in	-	
Transfers out		
Net change	149,369.63	149,369.63
Beg. fund balance	293,269.27	293,269.27
End. fund balance	442,638.90	442,638.90
9/5/2013		-

TOWN OF HARWICH, MA
Combining Balance Sheet
Enterprise Fund
Year Ended June 30, 2013

FY 2013		
<u>Enterprise Fund</u>		
	Combined	1320
	<u>Total</u>	<u>Water</u>
		<u>Enterprise Fund</u>
Cash	2,661,273.62	2,661,273.62
Receivables:	151,789.09	151,789.09
Water Liens A/R	8,603.26	8,603.26
Total assets	<u>2,821,665.97</u>	<u>2,821,665.97</u>
Other Liabilities sales tax	1,875.31	1,875.31
Deferred revenue	160,392.35	160,392.35
Encumbrances & Contin. Appropriations	1,546,382.77	1,546,382.77
Reserved For Expenditures	77,880.00	77,880.00
Retained Earnings	1,035,135.54	1,035,135.54
Total Liab. & FB	<u>2,821,665.97</u>	<u>2,821,665.97</u>
Revenue	3,884,113.88	3,884,113.88
Expenditures	3,214,577.21	3,214,577.21
Transfers in	-	
Transfers out	-	
Net change	<u>669,536.67</u>	<u>669,536.67</u>
Beg. fund balance	<u>1,773,069.87</u>	<u>1,773,069.87</u>
End. fund balance	<u>2,442,606.54</u>	<u>2,442,606.54</u>

TOWN OF HARWICH,
Combining Balance Sheet Trust/Agency Funds
Year Ending June 30, 2013

	FY 2013						
	<u>Trust & Agency</u>						
	Combined	8002	8003	8004	8005	8006	8008
	Total	POLICE/FIRE	CALEB CHASE	LET	PLANNING	AFLAC (TEP)	WORKERS LET
Cash	2,425,568.02	3,308.84	12,105.45	6,780.12	5.50	8,566.67	362.89
Receivables:							
Investments	14,768.90						
Deposit/ Other	315,848.01		315,848.01				
	-						
Total assets	2,756,184.93	3,308.84	327,953.46	6,780.12	5.50	8,566.67	362.89
Warrants payable	-						-
IBNR Payable	-						
Other Liabilities	4,182.79						
Deferred revenue	14,768.90						
FB Investments	315,848.01		315,848.01				
Fund Balance	2,421,385.23	3,308.84	12,105.45	6,780.12	5.50	8,566.67	362.89
	-						-
Total Liab. & FB	2,756,184.93	3,308.84	327,953.46	6,780.12	5.50	8,566.67	362.89
Revenue	78,690.96		10,000.00			14.81	
Expenditures	101,523.29	16,728.05	3,121.10	388.72		17,503.03	13,513.18
Transfers in	35,000.00	35,000.00					
Transfers out	-						
	-						
	-						
Net change	12,167.67	18,271.95	6,878.90	(388.72)	-	(17,488.22)	- (13,513.18)
Beg. fund balance	2,409,237.66	(14,963.11)	5,226.55	7,168.84	5.50	26,054.99	362.89
End. fund balance	2,421,405.33	3,308.84	12,105.45	6,780.12	5.50	8,566.77	362.89
	-						-

10/23/2013

TOWN OF HARWICH,
Combining Balance Sheet Trust/Agency Funds
Year Ending June 30, 2013

	FY 2013						
	<u>Trust & Agency</u>						
Cash	8020	8021	8022	8023	8024	8025	8030
Receivables:	STABILIZATION	CONSERVATION	400TH ANVER	WHITEHOUSE	BROOKS	CEMETERY	GASB 45
Investments				Field	Library		OPRB
Deposit/ Other	993,730.40	5,639.72	1,567.74	8,887.87	611,774.38	371,548.03	300,439.53
Total assets	993,730.40	5,639.72	1,567.74	8,887.87	611,774.38	371,548.03	300,439.53
Warrants payable							
IBNR Payable							
Other Liabilities							
Deferred revenue							
FB Investments	993,730.40	5,639.72	1,567.74	8,887.87	611,774.38	371,548.03	300,439.53
Fund Balance							
Total Liab. & FB							
Revenue							
Expenditures	3,319.00	13.08		19.97	37,343.43	26,160.37	1,553.59
Transfers in					23,356.71	26,912.50	
Transfers out							
Net change	3,319.00	13.08	-	19.97	13,986.72	(752.13)	-
Beg. fund balance	990,411.40	5,626.64	1,567.74	8,867.90	597,787.66	372,300.16	300,439.53
End. fund balance	993,730.40	5,639.72	1,567.74	8,887.87	611,774.38	371,548.03	300,439.53

10/23/2013

TOWN OF HARWICH,
Combining Balance Sheet Trust/Agency Funds
Year Ending June 30, 2013

FY 2013

Trust & Agency

8050	8052	8053	8901	8902	8904	8905	8906
SCHOOL	Eaton	Charles-Sara	Police PPD	Fire Detail	Custodian	Com Center	Library
Trust	Cultural Trust	Reid					
45,064.67	28,400.00	29.08	1,396.26 14,768.90	2,348.64		427.69	10.20

Total assets

Warrants payable
 IBNR Payable
 Other Liabilities
 Deferred revenue
 FB Investments
Fund Balance

45,064.67	28,400.00	29.08	16,165.16	2,348.64	-	427.69	10.20
			1,396.26	2,348.64		427.69	10.20
			14,768.90				

Total Liab. & FB

Revenue
 Expenditures
 Transfers in
 Transfers out

45,064.67	28,400.00	29.08	16,165.16	2,348.64	-	427.69	10.20
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Net change

266.71	-	-	-	-	-	-	-
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Beg. fund balance

End. fund balance

44,797.96	28,400.00	29.08					
45,064.67	28,400.00	29.08	-	-	-	-	-

10/23/2013

Town of Harwich, MA
General Fund Expenditures
FY 2013

FY 2013 GENERAL FUNDS TOWN OF HARWICH, MA	TOTAL YEAR BUDGET FY 2013	TOTAL YEAR EXPENDED FY 2013	% USES
01 OTHER FINANCIAL USES	76,025	76,025	100.0%
011141 MODERATOR S&W	300	300	100.0%
011221 SELECTMEN S&W	7,500	7,500	100.0%
011222 SELECTMEN - EXP	6,700	6,700	100.0%
01122A2 SELECTMEN - WARRANT ARTICLES	762,140	88,997	11.7%
01122A8 SELECTMEN - WARRANT ART.	19,125	-	0.0%
01129A2 CPC - WARRANT ARTICLES	1,182,932	489,538	41.4%
011311 FINANCE COMMITTEE S&W	3,300	33,000	1000.0%
011312 FINANCE COMMITTEE - EXP	450	335	74.3%
011322 Finance Committee Reserve Fund	7,359	-	0.0%
011351 TOWN ACCOUNTANT - SAL	216,821	216,821	100.0%
011352 TOWN ACCOUNTANT - EXP	2,765	2,765	100.0%
01135A2 TOWN ACCOUNTANT - WARRNT ARTCL	37,326	-	0.0%
011362 AUDIT - EXP	35,150	35,150	100.0%
011411 ASSESSORS - S&W	236,597	204,820	86.6%
011412 ASSESSORS - EXP	61,251	60,533	98.8%
01141A2 ASSESSORS - WARRANT ARTICLES	7,806	385	4.9%
011442 POSTAGE	46,500	46,104	99.1%
011451 TREASURER - S&W	223,230	215,617	96.6%
011452 TREASURER - EXP	90,326	90,326	100.0%
011482 MEDICARE	158,361	158,361	100.0%
01145A2 REMOV-DANG/BLDGS	350	-	0.0%
01146A2 COLLECTOR ARTICLES TAX TITLE(CPC)	50,000	-	0.0%
01146n2 TREASURER ENCUMBER	8,327	5,000	60.0%
011491 ADMINISTRATION - S&W	315,346	238,346	75.6%
011492 ADMINISTRATION - EXP	71,337	71,337	100.0%
011498 ADMINISTRATION - CAP OUTLAY	5,000	2,028	40.6%
011512 LEGAL SERVICES - EXP	164,500	147,828	89.9%
011522 CLAIMS & SUITS	400	-	0.0%
011551 INFORMATION TECHNOLOGY	90,375	90,374	100.0%
011552 INFORMATION TECHNOLOGY	131,136	121,281	92.5%
01155A2 INFORMATION TECH ARTICLES	12,964	-	0.0%
01155N2 INFORMATIONTECH ENCUMBERED EXP	4,964	4,964	100.0%
011561 IT CHANNEL 18 S&W	104,296	103,159	98.9%
011562 IT CHANNEL 18 EXPENSES	24,700	16,606	67.2%
011571 CONSTABLE S & W	680	563	82.7%
011611 TOWN CLERK - S&W	182,561	182,561	100.0%
011612 TOWN CLERK - EXP	41,571	41,571	100.0%
011711 CONSERVATION - S&W	49,711	48,694	98.0%
011712 CONSERVATION - EXP	5,895	4,267	72.4%
011741 TOWN PLANNER - S&W	123,839	121,575	98.2%
011742 TOWN PLANNER - EXP	2,650	2,436	91.9%
011751 PLANNING BOARD - S&W	461	462	100.1%
011752 PLANNING BOARD - EXP	7,000	4,120	58.9%
011761 BOARD OF APPEALS S&W	360	311	86.4%
011762 BOARD OF APPEALS EXPENSE	1,000	-	0.0%
011912 PUBLIC BUILDINGS REPAIR - EXP	13,868	13,867	100.0%
011922 TOWN/FIN COM REPORTS - EXP	12,058	9,957	82.6%

Town of Harwich, MA
General Fund Expenditures
FY 2013

FY 2013 GENERAL FUNDS TOWN OF HARWICH, MA	TOTAL YEAR BUDGET FY 2013	TOTAL YEAR EXPENDED FY 2013	% USES
011942 ADVERTISING	5,668	5,668	100.0%
011962 TELEPHONE	41,000	38,067	92.8%
012101 POLICE - S&W	2,712,015	2,682,070	98.9%
012102 POLICE - EXP	359,271	358,794	99.9%
01210A2 POLICE - WARRANT ARTICLES	84,900	84,900	100.0%
012201 FIRE - S&W	2,855,212	2,783,191	97.5%
012202 FIRE - EXP	241,511	217,801	90.2%
01220A2 FIRE - WARRANT ARTICLES	107,878	5,878	5.4%
012311 AMBULANCE - S&W	109,744	109,346	99.6%
012312 EMS EXPENSE	85,788	85,788	100.0%
012351 EMERGENCY TELECOMMUNICATORS	583,269	583,269	100.0%
012352 EMERGENCY TELECOMMUNICATORS	132,218	127,075	96.1%
012411 BUILDING - S&W	239,656	239,656	100.0%
012412 BUILDING - EXP	9,741	9,599	98.5%
012911 EMERGENCY MANAGEMENT S&W	4,500	3,497	77.7%
012912 EMERGENCY MANAGEMENT	7,800	4,186	53.7%
012921 ANIMAL CONTROL	54,575	52,730	96.6%
012922 ANIMAL CONTROL	14,500	11,772	81.2%
012961 NATURAL RESOURSCES S&W	82,461	82,461	100.0%
012962 NATURAL RESOURCES	27,650	27,324	98.8%
012972 PLEASANT BAY ALLIANCE EXPENSE	16,855	16,855	100.0%
013022 MONOMOY REG SCHOOL DISTRICT	19,679,681	19,679,681	100.0%
01300A1 SCHOOL - WARRANT ARTICLE	17	-	0.0%
013012 C C REGIONAL TECH HIGH SCHOOL	1,160,735	1,160,735	100.0%
014111 TOWN ENGINEER	156,158	155,843	99.8%
014112 TOWN ENGINEER	4,800	4,089	85.2%
014211 HIGHWAY SALARIES & WAGES	2,018,212	2,018,212	100.0%
014212 HIGHWAY EXPENSE	1,536,736	1,536,736	100.0%
01421A2 HIGHWAY - WARRANT ARTICLES	529,672	204,781	38.7%
01421N2 HIGHWAY ENCUMBERED EXPENSE	3,916	3,916	100.0%
014231 SNOW/ICE SALARIES & WAGES	87,225	87,225	100.0%
014232 SNOW/ICE EQPT HIRE/MATERIALS	205,775	205,775	100.0%
014242 STREET LIGHTS	82,400	77,707	94.3%
01440A2 WASTE WATER ARTICLES	44,120	48,293	109.5%
014911 CEMETERY ADMINISTRATION	44,519	44,389	99.7%
014912 CEMETERY ADMINISTRATION	2,975	2,772	93.2%
01491A2 CEMETERY ARTICLE	10,000	5,674	56.7%
015101 BOARD OF HEALTH	257,559	226,315	87.9%
015102 BOARD OF HEALTH EXPENSE	14,948	9,655	64.6%
015401 COMMUNITY CENTER S&W	127,323	123,548	97.0%
015402 COMMUNITY CENTER EXPENSE	145,495	122,028	83.9%
015411 COUNCIL ON AGING S&W	245,552	236,434	96.3%
015412 COUNCIL ON AGING EXPENSE	63,471	53,240	83.9%
015421 YOUTH COUNSELOR S&W	67,253	67,253	100.0%
015422 YOUTH COUNSELOR EXPENSE	3,800	3,713	97.7%
015432 VETERANS EXPENSE/BENEFITS	62,717	62,124	99.1%
015502 DISABILTY RIGHTS EXPENSE	300	-	0.0%
01550A2 HUMAN SERVICES - WARRNT ARTC	13,248	13,248	100.0%

Town of Harwich, MA
General Fund Expenditures
FY 2013

FY 2013 GENERAL FUNDS TOWN OF HARWICH, MA	TOTAL YEAR BUDGET FY 2013	TOTAL YEAR EXPENDED FY 2013	% USES
015602 JIM NOONAN HUMAN SERVICES	76,500	74,500	97.4%
016101 LIBRARY SALARIES & WAGES	429,265	423,863	98.7%
016102 LIBRARY EXPENSE	238,965	223,202	93.4%
01610A2 LIBRARY - WARRANT ARTICLES	87,915	79,278	90.2%
016291 RECREATION SEASONAL S&W	163,711	163,711	100.0%
016301 RECREATION & YOUTH S&W	177,318	174,061	98.2%
016302 RECREATION & YOUTH EXPENSE	50,530	39,859	78.9%
01630A2 REC & YOUTH - WARRANT ARTCLS	3,607	2,226	61.7%
016331 HARBORMASTER SALARIES & WAGES	209,663	209,655	100.0%
016332 HARBORMASTER EXP	86,950	86,651	99.7%
016338 HARBORMASTER CAPITAL OUTLAY	3,000	3,000	100.0%
01633A2 HARBORMASTER - WARRNT ARTCLS	268,701	172,852	64.3%
016702 BROOKS MUSEUM COMMISSION EXP	15,075	15,075	100.0%
01670A2 BROOKS MUSEUM - WARRNT ARTICLE	108,599	19,884	18.3%
016911 HISTORICAL COMMISSION S&W	1,000	106	10.6%
016912 HISTORICAL COMMISSION EXPENSE	500	287	57.4%
01691A2 HISTORICAL COMM - WARR ART	44,535	5,886	13.2%
016922 CELEBRATIONS	1,600	1,193	74.6%
016951 GOLF S&W	703,653	684,220	97.2%
016952 GOLF EXPENSE	583,801	560,018	95.9%
016958 GOLF CAPITAL OUTLAY	22,000	19,944	90.7%
01697A2 CULTURAL COUNCIL WARRANT ART.	2,500	2,500	100.0%
017000 TOTAL DEBT SERVICE	4,085,602	4,085,602	100.0%
018212 STATE ASSESSMENTS	248,481	248,480	100.0%
018312 BARNS CTY RETIR & TAX ASSESS	2,258,968	2,258,968	100.0%
018352 CAPE COD COMMISSION ASSESSMNTS	189,883	189,883	100.0%
019111 SPECIAL RETIREMENT PENS S&W	3,551	3,551	100.0%
019132 UNEMPLOYMENT COMPENSATION	52,913	51,245	96.8%
019142 GROUP HEALTH INS	3,703,483	3,540,287	95.6%
019452 GENERAL INSURANCE	432,685	376,004	86.9%
019462 GENERAL INSURANCE DEDUCTIBLES	15,000	15,000	100.0%
<u>TOTAL GENERAL FUND</u>	<u>53,158,519</u>	<u>50,256,111</u>	<u>94.5%</u>

12/3/2013

General Long Term Obligations			
Inside Debt Limit:	June 30, 2013	Inside Debt Limit:	June 30, 2013
General	\$ 19,146,536.83	General:	
Outside Debt Limit:		Comm Center Construct/Generator	\$ 330,000.00
General (Solid Waste)	550,000.00	Conservation Land	390,000.00
Waste Water Management	-	Dumbar Field	15,000.00
Public Service		Elementary School Project	3,915,000.00
Water	7,905,000.00	Golf Projects	1,915,000.00
		Brooks Museum	95,000.00
		Land Bank	4,680,000.00
		School Roofs	450,000.00
		Mass Water Abatement Trust	156,536.83
Bond Anticipation Note		Police Equipment and Plans	50,000.00
		Police Station	6,950,000.00
		Road Betterments	60,000.00
Authorized Unissued	2,181,465.00	McGuerty Road Betterments	140,000.00
			-
	<u>\$ 32,683,001.83</u>		
		Authorized Unissued	19,146,536.83
			2,181,465.00
CHANGES IN DEBT ACCOUNTS			
FISCAL YEAR ENDED JUNE 30, 2012			
General Long Term Obligations		General:	
Balance July 1, 2012	\$ 31,425,763.56	Waste Water Management	550,000.00
Less Principal Payments - Total Budgeted Expenditures	12,209,226.73	Cap Landfill	
Authorized Unissued	2,181,465.00	Public Service Enterprise	
Plus new issue	11,285,000.00	Water	7,905,000.00
		Bond Anticipation Note	2,900,000.00
		Balance June 30, 2013	\$ 32,683,001.83

TOWN OF HARWICH, MASSACHUSETTS
FY 2013
CAPITAL ASSETS AND ACCUMULATED DEPRECIATION

FY 2013

RPT Date	Category	Type	Dept	Change in Assets				Change in Accumulated Depreciation			
				Balance 6/30/2012	FY13 Additions	FY13 Disposals	Balance 6/30/2013	Balance 6/30/2012	FY13 Additions	FY13 Disposals	Balance 6/30/2013
10/5/2013	1000 Land			21,089,034			21,089,034				21,089,034
	9000 CIP			589,700	52,223	-	641,924		7,323	-	13,973
	sub-total non depreciable			21,678,734	52,223	-	21,730,958		7,323	-	13,973
	2000 Bldg & Imp			56,737,053	-	-	56,737,280	28,334,149	1,837,169	-	30,161,318
	1500 Land Imp			3,210,861	-	-	3,210,861	1,421,544	196,339	-	1,617,883
	4000 Other Imp			1,669,039	-	-	1,669,039	1,391,046	29,542	-	1,420,588
	sub-total other improvements			4,879,900	-	-	4,880,624	2,812,590	225,881	-	3,038,471
	3000 Equip			10,307,393	-	(120,332)	10,187,061	7,519,956	370,101	(120,332)	7,890,057
	5000 Infra			76,744,937	-	-	76,744,937	56,516,987	1,647,106	-	58,164,093
	sub-total depreciable			148,669,283	-	(120,332)	148,551,902	95,173,682	4,080,257	(120,332)	99,253,939
	Total by Category			170,348,017	52,223	(120,332)	170,282,860	95,173,682	4,087,580	(120,332)	99,267,912

Water Enterprise Fund

1000 Land	1,505,893	-	-	1,505,893	-	-	-	-	-	-	1,505,893
9000 CIP	-	-	-	-	-	-	-	-	-	-	-
sub-total non depreciable	1,505,893	-	-	1,505,893	-	-	-	-	-	-	1,505,893
2000 Bldg & Imp	4,606,543	-	-	4,606,543	-	-	158,862	125,000	-	-	283,862
1500 Land Imp	-	-	-	-	-	-	-	-	-	-	-
4000 Other Imp	-	-	-	-	-	-	-	-	-	-	-
sub-total other improvements	-	-	-	-	-	-	-	-	-	-	-
3000 Equip	2,086,509	76,995	-	2,163,504	-	-	486,917	139,788	-	-	626,705
5000 Infra	36,175,021	1,550,000	-	37,725,021	-	-	23,379,722	820,458	-	-	24,200,180
sub-total depreciable	42,868,072	1,626,995	-	44,495,067	-	-	24,025,501	1,085,246	-	-	25,110,747
Total by Category	44,373,965	1,626,995	-	46,000,960	-	-	24,025,501	1,085,246	-	-	25,110,747
Total Town	214,721,982	1,679,218	(120,332)	216,283,820	-	-	119,199,183	5,172,826	(120,332)	-	124,378,659

10/5/2013

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.

My heartfelt thanks to Ms. Amy Duffy, our Assistant Treasurer/Collector, for her tremendous efforts on behalf of the taxpayers and employees of the Town of Harwich.

And my appreciation and thanks to Ms. Ginger Farrell and Ms. Nancy Spence, our capable Administrative Assistants.

Respectfully submitted,

Mary T. McIsaac
Town Treasurer / Collector

REPORT OF TAXES
FISCAL YEAR 2013
JULY 1, 2012-JUNE 30, 2013

Tax Account	Outstanding July 1, 2012	Commitments	Payments	Refunds	Exemptions Abatements	Tax Titles	Deferrals	Adjustments Over/Short	Outstanding June 30, 2013
2014 Community Preservation Act			(811.77)						(811.77)
2014 Real Estate			(22,558.75)						(22,558.75)
2014 Personal Property			(209.63)						(209.63)
2013 Community Preservation Act	(1,731.22)	1,135,394.56	(1,107,941.26)	306.30	(7,922.45)			(271.17)	17,834.76
2013 Real Estate	(44,193.64)	37,846,460.89	(36,974,842.28)	68,732.75	(283,708.41)		(18,873.25)	(9,035.98)	584,540.08
2013 Title 5		8,936.05	(8,460.45)						475.60
2013 Road Betterments		19,280.19	(19,280.19)						-
2013 Water Liens		18,598.99	(15,232.81)						3,366.18
2013 Personal Property	(378.09)	600,537.96	(583,763.22)	2,160.72	(2,125.12)			(895.63)	15,536.62
2013 Motor Vehicle Excise		1,619,499.30	(1,398,069.61)	8,259.44	(63,484.33)				166,204.80
2013 Boat Excise		57,728.66	(50,027.39)	492.80	(5,843.34)				2,350.73
2012 Community Preservation Act	16,538.08		(8,072.78)	259.75	(319.09)	(71,800.00)			1,225.96
2012 Real Estate	590,800.00		(297,100.11)	8,658.36	(10,656.39)	(244,649.51)			47,072.35
2012 Title 5	490.46					(490.46)			(0.00)
2012 Water Liens	1388.97		(168.80)			(1,110.17)			110.00
2012 Personal Property	10,128.99		(4,516.64)	36.68	(237.42)				5,411.61
2012 Motor Vehicle Excise	86397.33	160,380.03	(224,280.75)	7,426.15	(13,965.57)				15,957.19
2012 Boat Excise	2,580.50		(407.50)	231.02	(234.78)				2,169.24
2011 Community Preservation Act	1,485.52		(125.34)			(1,337.77)			22.41
2011 Real Estate	60,735.28		(5,558.99)			(54,429.39)			746.90
2011 Title 5	186.37					(186.37)			(0.00)
2011 Personal Property	4,809.65		(950.33)	55.66	(15.32)				3,890.64
2011 Motor Vehicle Excise	16,985.04	55.00	(7,053.86)	1,627.38	(2,013.20)				9,600.46
2011 Boat Excise	1,295.15		(1,560)	35.00	(53.00)				1,280.15
2010 Personal Property	3,853.41		(290.65)						3,562.76
2010 Motor Vehicle Excise	9,891.79	40.00	(1,980.33)	560.31	(638.75)				7,873.02
2010 Boat Excise	1,083.54			15.00	(15.00)				1,083.54
2009 Personal Property	2,345.03		(133.00)					(2,212.03)	-
2009 Motor Vehicle Excise	7,884.52		(787.40)	22,428.75	(22,428.75)				7,097.12
2009 Boat Excise	1,414.97		(25.00)						1,389.97
2008 Motor Vehicle Excise	8,617.53		(330.43)						8,287.10
2007 Motor Vehicle Excise	8,121.69			40.23				(8,086.69)	-
Totals	790,721.85	41,466,911.63	(40,733,069.50)	121,344.50	(413,640.92)	(309,383.67)	(18,873.25)	(20,501.50)	883,509.14

COLLECTOR REPORT
FISCAL YEAR 2013
JULY 1, 2012-JUNE 30, 2013

SOURCE	AMOUNT	
CPA/LAND BANK	1,116,951.15	
ROAD BETTERMENTS	19,280.19	
TITLE 5 BETTERMENTS	8,460.45	
WATER LIENS	15,401.61	
REAL ESTATE TAXES	37,300,060.13	
PERSONAL PROPERTY TAXES	589,863.47	
MOTOR VEHICLE EXCISE TAX	1,632,577.61	
BOAT EXCISE TAX	50,474.89	
Sub-total		40,733,069.50
INTEREST-COMMUNITY PRESERVATION ACT	1,745.56	
INTEREST-WATER LIENS	99.41	
INTEREST-REAL ESTATE/LIENS/BETTERMENTS/PERSONAL	64,494.42	
INTEREST-MOTOR VEHICLE & BOAT EXCISE TAX	8,609.89	
Sub-total		74,949.28
FEES-REAL ESTATE / PERSONAL	22,778.77	
FEES-MOTOR VEHICLE & BOAT EXCISE TAX	94,784.37	
Sub-total		117,563.14
WATER BILLS	3,746,130.30	
MUNICIPAL LIEN CERTIFICATES	26,650.00	
RMV MARKING FEES	11,120.00	
Sub-total		3,783,900.30
REFUNDS-TAX	(121,344.50)	
REFUNDS-FEES	(286.11)	
Sub-total		(121,630.61)
NET COLLECTIONS		44,587,851.61

REPORT OF TREASURER COLLECTIONS
FISCAL YEAR 2013
JULY 1, 2012-JUNE 30, 2013

Tax Title Accounts	Munis	CPA	Water liens	Title 5	Prior
Outstanding July 1, 2012	\$ 2,017,851.63	\$ 38,840.90	\$ 5,302.05	\$ -	\$ 27,294.60
Committed fiscal year 2013	299,078.90	\$ 8,517.77	1,110.17	\$ 676.83	
Committed Fees & Interest	44,922.59				
Exemptions, Abatements, Adjustments	\$ (76.13)				
Payments	\$ 214,438.53	\$ 4,962.55	\$ 1,285.14		
Foreclosed					
Interest paid	\$ 90,572.94				
Outstanding June 30, 2013	\$ 2,147,338.46	\$ 42,396.12	\$ 5,127.08	\$ 676.83	\$ 27,294.60
Total outstanding tax titles				\$ 2,195,538.49	\$ 2,222,833.09

Deferred Tax Accounts

Outstanding July 1, 2012	\$ 111,779.03
Deferred fiscal year 2013	18,873.25
Payments	\$ -
Corrected to FY 2003 Overlay	\$ 1,227.86
Interest paid	
Outstanding June 30, 2013	\$ 129,424.42

Report of the **Treasurer**

I hereby respectfully submit the Annual Report of the Town Treasurer for the Fiscal Year 2013.

Balance, July 1, 2012	\$16,552,007.61
Add: Receipts	<u>71,279,477.33</u>
	87,831,484.94
Less: Disbursements by Warrant	<u>72,026,428.66</u>
Balance, June 30, 2013	\$15,805,056.28

DEBT LIMIT AS OF JUNE 30, 2013

Equalized Valuation	\$4,982,071,300.00	
Debt Limit- 5% of		
Equalized Valuation		\$249,103,565.00
 Total Outstanding Debt	 \$27,601,537.00	
Total Outside Debt Limit	8,455,000.00	
 Net Debt subject to Debt Limit		 19,146,537.00
 Remaining Borrowing Capacity		
Below the Debt Limit		 \$229,957,028.00

Schedule of Debt Outstanding at June 30, 2013
With Interest payable to maturity

Authorization		Outstanding	
		Principal	Interest
ART 76 2000 ATM	2.27%	15,000.00	800.00
Track & Soccer Fields	<i>Refunded 9/16/2009</i>		
	\$126,870.00		
ART#12 1998 ATM	2.27%	330,000.00	4,950.00
Community Center	<i>Refunded 9/16/2009</i>		
	\$5,095,000.00		
ART#2 2001 ATM	2.27%	3,915,000.00	292,250.00
Elementary School	<i>Refunded 9/16/2009</i>		
	\$14,716,000.00		
ARTICLES of 1999-00	2.27%	1,115,000.00	207,000.00
Land Bank	<i>Refunded 9/16/2009</i>		
	\$3,500,000.00		
ART#10 2000 STM/ ART#58 2001 ATM	2.27%	175,000.00	34,125.00
Land Bank(net of levy)	<i>Refunded 9/16/2009</i>		
	\$360,000.00		
ART#1 2000 STM	2.27%	\$550,000.00	99,300.00
Landfill Capping/Recycling	<i>Refunded 9/16/2009</i>		
	\$1,480,000.00		
ART#62 1998 ATM	2.27%	390,000.00	72,900.00
Land-Church Street	<i>Refunded 9/16/2009</i>		
	\$979,500.00		
ART#48 1999 ATM	0.00%	86,851.00	n/a
Septic Loans			
	\$200,000.00		
ART#2 2002 STM	1.76%	310,000.00	35,500.00
Land Bank-Krumin	<i>Refunded 10/16/2012</i>		
	\$725,000.00		
ART#1 2001STM;#8 2001STM	1.76%	485,000.00	54,575.00
Golf Course & Bldgs.	<i>Refunded 10/16/2012</i>		
	\$1,151,590.00		
ART#13 2003	1.76%	50,000.00	8,088.61
Police Station Plans	<i>Refunded 10/16/2012</i>		
	\$140,000.00		

ART#31 2003	1.76%	550,000.00	79,320.00
Land Bank-Copelas	Refunded 10/16/2012		
	\$1,100,000.00		
ART#63 2001	1.76%	1,905,000.00	289,225.00
Land Bank-Shea	Refunded 10/16/2012		
	\$3,500,000.00		
ART#36 STM/#5 ATM	3.68%	625,000.00	98,725.00
Land Bank-Keeler Rose			
	\$1,405,000.00		
ART#36 2001ATM	0.00%	69,686.00	n/a
Septic Loan			
	\$121,316.00		
ART#15 2004ATM	1.76%	2,115,000.00	561,297.03
Water Dept.	Refunded 10/16/2012		
	\$2,800,000.00		
ART#17 2004ATM	1.76%	735,000.00	79,025.00
Golf Irrigation	Refunded 10/16/2012		
	\$1,667,000.00		
ART#16 2004 ATM	3.89%	95,000.00	16,300.00
Brooks Academy			
	\$185,000.00		
ART#1 2006ATM	3.89%	200,000.00	34,000.00
Middle School Roof			
	\$350,000.00		
ART#2 2006STM	3.89%	250,000.00	43,000.00
High School Roof			
	\$430,000.00		
ART#74 2006ATM	3.89%	695,000.00	123,100.00
Golf Course			
	\$1,175,000.00		
ART#6 2008ATM	3.44%	6,950,000.00	2,164,575.00
Police Station			
	\$8,750,000.00		
ART#45 2009ATM	3.42%	60,000.00	7,775.00
Road Betterment - Old Post			
	\$92,000.00		
ART#12 2009ATM	3.42%	1,275,000.00	430,687.50
Water Treatment			
	\$1,500,000.00		

ART#15 2010ATM	2.84%	3,120,000.00	1,226,680.00
ART#25 2013ATM			
<i>Greensand Water Treatment</i>			
	\$3,250,000.00		
ART#16 2010ATM	2.84%	1,395,000.00	199,175.00
ART#14 2011STM			
<i>Water Storage Tank</i>			
	\$1,550,000.00		
ART#64 2011ATM	2.84%	140,000.00	19,350.00
<i>Road Betterment - McGuerty</i>			
	\$162,000.00		
Grand Totals		\$27,601,537.00	\$8,807,501.00

TRUST & ESCROW FUNDS

For the Year Ended June 30,2013

Johnson-Ulm Scholarship Fund

Balance July 1, 2012	\$35,719.01
Receipts:	
Investment Income	89.15
Balance June 30, 2013	<u>\$35,808.16</u>

Herbert Morse Scholarship Fund

Balance July 1, 2012	\$8,066.28
Receipts:	
Investment Income	17.39
Balance June 30, 2013	<u>\$8,083.67</u>

Brooks Medal Fund

Balance July 1, 2012	\$1,084.90
Receipts:	
Investment Income	2.33
Balance June 30, 2013	<u>\$1,087.23</u>

High School Track Reconstruction

Balance July 1, 2012	\$3,894.23
Receipts:	
Investment Income	8.39
Balance June 30, 2013	<u>\$3,902.62</u>

Class of 1991

Balance July 1, 2012	\$1,205.55
Receipts:	
Investment Income	0.75
Balance June 30, 2013	<u>\$1,206.30</u>

Stabilization Fund

Balance July 1, 2012	\$990,411.40
Receipts:	
Investment Income	2,872.56
Disbursements:	
Transfers Out	
Balance June 30, 2013	<u>\$993,283.96</u>

Conservation Fund

Balance July 1, 2012		\$6,068.71
Receipts:		
Investment Income		<u>13.08</u>
Balance June 30, 2013		\$6,081.79

Whitehouse Field Maintenance Fund

Balance July 1, 2012		\$10,168.17
Receipts:		
Investment Income		21.92
Withdrawals:		
Prior Period Adjustment		<u> </u>
Balance June 30, 2013		\$10,190.09

400th Anniversary

Balance July 1, 2011		\$1,527.45
Receipts		
: Investment Income		<u>7.19</u>
Balance June 30, 2012		\$1,534.64

Stabilization Fund - OPEB Other Post-Employment Benefits

Balance July 1, 2012		\$300,439.53
Receipts:		
Investment Income	1,063.91	
Transfers In		<u>1,063.91</u>
Disbursements:		
Transfers Out		<u>-</u>
Balance June 30, 2013		\$301,503.44

Brooks Free Library Trust Funds

Balance July 1, 2012		\$656,316.89
Receipts:		
Receipts		
Investment Income	14,460.26	
Investments/Change in value	<u>27,411.73</u>	41,871.99
Disbursements:		
Expenditures	23,371.70	
Fees	<u>4,437.21</u>	27,808.91
Balance June 30, 2012		\$670,379.97

Salaries & Wages Paid

Employee Name	Base Pay	Seasonal	Overtime	Details	Other	Total
Administration Office, Selectmen, Moderator, Board Secretaries						
BALLANTINE, LARRY G	1,500.00	-	-	-	-	1,500.00
CEBULA, LINDA A	1,500.00	-	-	-	-	1,500.00
FORD, MICHAEL D	300.00	-	-	-	-	300.00
GILLESPIE-LEE, LAURA A	5,254.38	-	-	-	-	5,254.38
HAYES, ELIZABETH K	363.49	-	-	-	-	363.49
HICKEY, MARIE A	1,012.43	-	-	-	-	1,012.43
HUGHES, PETER S	1,500.00	-	-	-	-	1,500.00
LAMANTIA, ANGELO S	1,500.00	-	-	-	-	1,500.00
MASON, DEBORAH A	5,714.17	-	-	-	-	5,714.17
MCDONALD, PAMELA J	960.71	-	-	-	-	960.71
MCMANUS, EDWARD J	1,500.00	-	-	-	-	1,500.00
MERRIAM, JAMES R	128,009.39	-	-	-	-	128,009.39
NELSON, ELNA	3,551.39	-	-	-	-	3,551.39
ROBINSON, SANDRA J	51,945.25	-	-	-	300.00	52,245.25
STEIDEL, ANN	56,060.54	-	1,226.22	-	-	57,286.76
SULLIVAN, JUDITH M	871.05	-	-	-	-	871.05
Department Total						263,069.02
Computer/Technology						
BANFORD, RICHARD F	90,074.48	-	-	-	-	90,074.48
Department Total						90,074.48

Finance Departments

DUFFY, AMY E	58,266.20	-	1,750.32	-	300.00	60,316.52
FARRELL, VIRGINIA A	40,711.77	-	-	-	300.00	41,011.77
MCISAAC, MARY T	77,230.92	-	-	-	300.00	77,530.92
MOLINO, DONNA M	53,822.50	-	6,588.00	-	-	60,410.50
NEESE, ROBERT S	500.00	-	-	-	-	500.00
NIGHTINGALE, BRUCE W	500.00	-	-	-	-	500.00
ONNEMBO, V M	3,156.10	-	-	-	-	3,156.10
RYAN, DAVID L	115,012.03	-	-	-	-	115,012.03
SCANNELL, DAVID R	90,074.48	-	-	-	300.00	90,374.48
SILVA, DIANE L	54,454.40	-	-	-	300.00	54,754.40
SPENCE, NANCY A	39,958.09	-	-	-	300.00	40,258.09
TAYLOR, TAMMY E	43,472.33	-	5,023.19	-	300.00	48,795.52
TULLOCH, WENDY A	47,516.25	-	-	-	300.00	47,816.25
WAYSTACK, RICHARD J	500.00	-	-	-	-	500.00
Department Total						640,936.58

Town Clerk, Election, Constables

ARNEMANN, JOHANNE M	660.00	-	-	-	-	660.00
BASSETT, DAVID A	280.00	-	-	-	-	280.00
BEARSE, JOYCE E	465.00	-	-	-	-	465.00
BELTIS, GERALD C	187.50	-	-	-	-	187.50
BOWEN, SHEILA K	510.00	-	-	-	-	510.00
BOWERS, JANET S	525.00	-	-	-	-	525.00
BOWERS, RICHARD H	525.00	-	-	-	-	525.00

Employee Name	Base Pay	Seasonal	Overtime	Details	Other	Total
BUCKWOLD, JUELL E	1,798.35	-	-	-	-	1,798.35
BURKE, VIRGINIA W	170.00	-	-	-	-	170.00
CHASE, ELEANOR LEE	320.00	-	-	-	-	320.00
CLARKE, MARY E	820.00	-	-	-	-	820.00
CORBETT, URSULA K	765.00	-	-	-	-	765.00
DAVIS, JUDITH	660.00	-	-	-	-	660.00
DIMAURO, ARMANDO G	187.50	-	-	-	-	187.50
DOUCETTE, ANITA N	71,155.04	-	-	-	-	71,155.04
EAGAN, MARY M	220.00	-	-	-	-	220.00
EATON, DONNA W	600.00	-	-	-	-	600.00
FLYNN, LESLIE J	160.00	-	-	-	-	160.00
FLYNN, WILLIAM L JR	140.00	-	-	-	-	140.00
FRITH, MARJORIE	290.00	-	-	-	-	290.00
GAUDET, KATHRYN A	41,041.09	-	-	-	-	41,041.09
GAUDET, PHILIP B	180.00	-	-	-	-	180.00
GOMES, RICHARD E	380.00	-	-	-	-	380.00
GOTTWALD, RAYMOND C	460.18	-	-	-	-	460.18
HALL, SANDRA	240.00	-	-	-	-	240.00
HARRINGTON, DOROTHY M	130.00	-	-	-	-	130.00
HEMMINGS, DOROTHY G	280.00	-	-	-	-	280.00
HOWELL, DONALD F	1,095.96	-	-	-	-	1,095.96
HUGHES, LINDA L	80.00	-	-	-	-	80.00
KAISER, JANET M	550.00	-	-	-	-	550.00
KAPLAN, ANN W	585.00	-	-	-	-	585.00

KELSEY, MARY L	60.00	-	-	-	60.00
KNIGHT, LARRY D	90.00	-	-	-	90.00
KNIGHT, VALERIE M	90.00	-	-	-	90.00
KNOWLES, SHIRLEY	580.00	-	-	-	580.00
LAWSON, ANNE W	150.00	-	-	-	150.00
MADSON, BARBARA A	90.00	-	-	-	90.00
MARAHRENS, LOUISE F	295.00	-	-	-	295.00
MARAHRENS, PAUL	325.00	-	-	-	325.00
MILLS, SUSAN J	1,430.00	-	-	-	1,430.00
PARKHURST, DOROTHY A	765.00	-	-	-	765.00
ROBINSON, DAVID A	187.50	-	-	-	187.50
ROBINSON, EVELYN R	70.00	-	-	-	70.00
RUGGLES, EDITH C	340.00	-	-	-	340.00
SACRAMONE, CATHERINE A	395.00	-	-	-	395.00
SHELTON, SANDRA	310.00	-	-	-	310.00
SILVERIO, ARKALINE	160.00	-	-	-	160.00
SILVERIO, JANET	400.00	-	-	-	400.00
STILES, JACQUELYN D	260.00	-	-	-	260.00
TEAHAN, KATHLEEN M	80.00	-	-	-	80.00
WAUGH, DEBORAH P	415.00	-	-	-	415.00
WEINSTEIN, SUSAN W	390.00	-	-	-	390.00
WEST, PAULA M	51,042.88	-	-	-	51,342.88
Department Total		-	-	-	183,686.00

Employee Name	Base Pay	Seasonal	Overtime	Details	Other	Total
Building, Conservation, Engineering, Health, Planning, Inspectors						
BANTA, ELAINE	41,948.86	-	599.18	-	-	42,548.04
BEEBE, EMILY E	6,293.47	-	-	-	-	6,293.47
BOYLE, JOHN F	500.00	-	-	-	-	500.00
BOYSON, STEPHEN P	80.16	-	-	-	-	80.16
CAFARELLI, ROBERT M	91,298.65	-	-	-	300.00	91,598.65
CARLSON, MARIE A	46,200.33	-	485.60	-	-	46,685.93
CHAMPAGNE-LAWTON, PAULA	82,637.11	-	-	-	300.00	82,937.11
DAVIS, THOMAS J	32,762.60	-	-	-	-	32,762.60
FERRIS, JO-ANN S	34,806.97	-	-	-	300.00	35,106.97
GENATOSSIO, CAROL A	48,676.81	-	-	-	-	48,676.81
HANNON, JAY M	1,650.90	-	-	-	-	1,650.90
HOWARD, SANDRA C	2,449.93	-	-	-	-	2,449.93
HOWELL, PAMELA	500.00	-	-	-	-	500.00
INSLEY, ROBERT G	500.00	-	-	-	-	500.00
KOCOT, STANLEY L DR	500.00	-	-	-	-	500.00
LARSEN, GEOFFREY S	78,777.35	-	-	-	300.00	79,077.35
MORRIS, AMY K	48,456.91	-	-	-	-	48,456.91
SAMPSON, PATRICIA A	28,187.33	-	-	-	-	28,187.33
SPITZ, DAVID H	77,230.94	-	-	-	300.00	77,530.94
STEVENS, RICHARD G	4,150.70	-	-	-	-	4,150.70
SWEETSER, PAUL E	64,244.73	-	-	-	-	64,244.73
TIERNEY, MEGGAN M	6,813.71	-	-	-	-	6,813.71
ULSHOEFFER, ELBERT C	11,362.12	-	-	-	-	11,362.12

USOWSKI, AMY E	54,103.07	-	-	-	300.00	54,403.07
VAN RYSWOOD, PETER M	11,064.32	-	-	-	-	11,064.32
WATSON, MARY JANE	500.00	-	-	-	-	500.00
WHELAN, THOMAS R	26,172.82	-	-	-	-	26,172.82
Department Total						804,754.57
Youth Counselor						
HOUSE, SHEILA	66,953.21	-	-	-	300.00	67,253.21
Department Total						67,253.21
Police Department						
BOORACK, PAUL P	63,681.04	-	14,495.01	17,461.50	3,094.00	98,731.55
BRACKETT, ROBERT C	68,289.94	-	27,920.53	13,398.00	2,037.00	111,645.47
BROGDEN-BURNS, LYNDA J	-	-	-	168.00	-	168.00
BURNS, JOHN J	48,888.82	-	2,647.57	672.00	500.00	52,708.39
BUTTRICK, RICHARD E JR	63,406.24	-	10,533.71	9,481.50	1,684.00	85,105.45
CAMPBELL, RICHARD	84,196.80	-	16,349.18	10,962.00	1,070.00	112,577.98
CLARKE, THOMAS D	63,406.25	-	29,423.68	5,208.00	80.00	98,117.93
CODY, STEPHEN W	33,008.96	-	-	-	300.00	33,308.96
CONNERY, JAMES R	55,015.92	-	900.15	17,199.00	1,026.00	74,141.07
CONSIDINE, KEVIN M	77,478.62	-	27,386.92	7,224.00	624.00	112,713.54
CULVER, LYMAN E JR	3,330.00	-	166.50	-	-	3,496.50
CURRIE, ROBERT E	3,644.50	-	-	31,678.50	-	35,323.00
DAVIS, JEFFREY F	58,198.33	-	1,014.99	504.00	1,796.00	61,513.32
DUTRA, DEREK J	63,406.24	-	16,142.53	9,387.00	1,906.00	90,841.77

Employee Name	Base Pay	Seasonal	Overtime	Details	Other	Total
GAGNON, THOMAS A JR	92,458.08	-	-	20,338.50	-	112,796.58
GEAKE, ERIC J	25,757.57	-	4,418.12	7,612.50	-	37,788.19
GOSHGARIAN, ARAM V	64,230.60	-	9,850.76	18,238.50	1,302.00	93,621.86
HADFIELD, ROBERT D	59,447.03	-	3,302.66	39,511.50	3,274.00	105,535.19
HARRIS, MARC W	66,153.64	-	1,141.86	-	1,400.00	68,695.50
HOLMES, MARK T	53,629.45	-	5,341.82	23,110.50	1,844.00	83,925.77
HORGAN, ROBERT F	65,293.81	-	20,138.11	28,014.00	1,688.00	115,133.92
HUTTON, ADAME E	79,002.68	-	38,408.32	15,771.00	948.00	134,130.00
JACEK, DAVID J	88,859.77	-	33,039.43	5,880.00	-	127,779.20
KANNALLY, KEITH T	49,955.99	-	9,305.21	30,849.00	1,282.00	91,392.20
LABELLE, JOSEPH F JR	57,642.33	-	17,535.55	1,008.00	758.00	76,943.88
LINCOLN, KEITH E	47,190.32	-	483.61	4,672.50	3,530.00	55,876.43
MASON, WILLIAM A	119,015.00	-	-	-	-	119,015.00
MITCHELL, BARRY M	89,525.28	-	-	3,696.00	-	93,221.28
MITCHELL, JONATHAN L	61,122.42	-	3,494.69	-	-	64,617.11
NOLAN, NEIL A	58,995.47	-	7,149.15	13,398.00	1,866.00	81,408.62
PETELL, PETER P	49,955.98	-	7,850.13	1,680.00	1,630.00	61,116.11
PORTER, MICHAEL E JR	64,685.82	-	20,864.54	-	1,900.00	87,450.36
SCARNICI, PATRICIA A	74.00	-	-	-	-	74.00
SHELLEY, WILLIAM M JR	60,953.42	-	6,356.27	-	4,536.00	71,845.69
SMITH, PATRICK F	44,041.94	-	4,664.02	6,184.50	2,758.00	57,648.46
SULLIVAN, JOHN F JR	79,305.11	-	27,533.46	24,402.00	1,574.00	132,814.57
SULLIVAN, JOHN F SR	758.50	-	-	16,989.00	-	17,747.50
TAVANO, DONNA L	50,716.96	-	-	-	-	50,716.96

ULRICH, T P	60,244.28	-	4,300.18	-	750.00	65,294.46
VARLEY, KATIE A	39,760.42	-	15,721.54	-	4,882.05	60,364.01
WALINSKI, AMY	51,958.84	-	15,908.61	9,040.50	1,902.00	78,809.95
WARREN, JOHN E JR	62,210.08	-	3,098.25	39,102.00	3,886.00	108,296.33
YOUNG, KAREN F	52,852.44	-	-	-	-	52,852.44
Department Total						3,277,304.50

Fire Department						
AYER, JOHN C	65,462.00	-	9,692.06	-	4,652.48	79,806.54
BOYNE, JASON R	53,635.10	-	7,996.38	491.40	-	62,122.88
CLARKE, JOHN H	70,029.90	-	34,152.30	1,045.54	4,977.12	110,204.86
CLARKE, NORMAN M JR	114,214.58	-	-	-	-	114,214.58
COUGHLAN, BRIAN T	66,751.27	-	9,662.07	196.56	4,868.88	81,478.78
DEERING, LEIGHANNE	63,784.44	-	20,824.64	196.56	4,652.48	89,458.12
DIAMOND, ERIC C	63,784.50	-	10,182.00	210.16	2,326.24	76,502.90
EDWARDS, RYAN P	58,190.85	-	20,863.13	-	4,327.92	83,381.90
ELDREDGE, MATTHEW A	60,635.71	-	11,325.24	-	4,327.92	76,288.87
ELLIOTT, ERIC K	36,853.77	-	18,219.72	-	1,958.36	57,031.85
FARRENKOPF, KENT J	94,188.18	-	-	-	6,734.64	100,922.82
FINN, PAUL	62,554.20	-	14,998.85	-	4,652.48	82,205.53
FORD, JOSHUA D	61,737.79	-	21,198.35	1,340.38	2,326.24	86,602.76
GOULD, THOMAS D	63,784.46	-	33,447.29	196.56	4,652.48	102,080.79
HAWTHORNE, GLENN D	65,462.00	-	18,802.73	442.26	4,652.48	89,359.47
JAQUES, TIMOTHY S	68,506.87	-	10,719.61	-	4,868.88	84,095.36
LEBLANC, DAVID J	70,029.90	-	45,993.80	442.26	4,977.12	121,443.08

Employee Name	Base Pay	Seasonal	Overtime	Details	Other	Total
L'ETOILE, BRAD A	56,089.29	-	18,432.66	835.38	-	75,357.33
MABLE, BUCKY J	70,029.86	-	2,751.77	196.56	4,977.12	77,955.31
MASON, MICHAEL J	65,268.42	-	19,176.00	196.56	4,760.72	89,401.70
MAYO, JOSEPH	70,029.90	-	16,461.90	196.56	4,977.12	91,665.48
PARKER, DONALD W JR	70,029.89	-	42,530.67	491.40	4,977.12	118,029.08
PICHE, SHAWN P	63,784.45	-	11,319.10	638.82	2,326.24	78,068.61
PIRES, SUSAN A	39,816.01	-	-	-	300.00	40,116.01
REGO, JOSEPH H III	57,171.27	-	12,864.93	196.56	4,327.92	74,560.68
RICARD, SHAWN M	35,070.39	-	1,603.41	393.12	-	37,066.92
ROMME, GEORGE H JR	7,477.63	-	948.60	-	17,673.92	26,100.15
SANDERS, ROBERT K	71,681.78	-	22,093.36	-	5,228.48	99,003.62
SCHOFIELD, BRENDA L	63,784.43	-	14,314.67	-	4,652.48	82,751.58
THORNTON, CRAIG W	68,506.87	-	34,082.05	1,031.94	4,868.88	108,489.74
TYLDESLEY, SCOTT A	61,458.24	-	40,691.31	196.56	4,652.48	106,998.59
WALORZ, JUSTYNE L	63,784.44	-	20,450.01	393.12	4,652.48	89,280.05
WHITE, JUSTIN G	58,726.80	-	19,844.23	196.56	-	78,767.59
WILLIAMS, ROBERT C	2,656.73	-	-	-	-	2,656.73
WILLIS, BRAD R	61,325.07	-	18,533.52	687.96	-	80,546.55
YOUNG, BRUCE F	62,439.08	-	61,344.34	491.40	4,327.92	128,602.74
Department Total						2,982,619.55

Dispatch						
BONATT, ALICE L	2,511.20	-	-	-	-	2,511.20
BROUILLETTE, AMY L	52,424.65	-	1,477.55	-	1,100.00	55,002.20

COLBURN, RHONDA M	4,998.42	-	3,496.66	-	1,100.00	9,595.08
HANDEL, AMY L	3,538.76	-	429.80	-	1,276.45	5,245.01
JUDGE, JULIE L	50,477.25	-	2,016.15	-	3,511.05	56,004.45
MANTOS, MARGARET M	52,888.33	-	33,594.27	-	1,100.00	87,582.60
MCINALLY, IRIS G	52,888.34	-	45,102.16	-	1,100.00	99,090.50
MERIGAN, CHRISTOPHER R	15,938.82	-	5,078.75	-	742.62	21,760.19
NICHOLSON, DIANE A	52,888.33	-	24,352.50	-	3,511.05	80,751.88
Department Total						417,543.11

Highway, Parks, Transfer Station, Cemetery, Custodians

ALBEE, BRIAN J	45,519.26	-	3,380.89	-	600.00	49,500.15
ALWARD, RICHARD D	31,114.69	-	1,783.34	-	3,509.96	36,407.99
BADACH, TIMOTHY M	41,340.40	-	5,375.21	-	-	46,715.61
BARKER, JAMES A	51,580.16	-	7,929.60	-	300.00	59,809.76
BARNES, JORDAN P	-	5,060.00	172.51	-	-	5,232.51
BENGSTON, ZACHERY E	-	23,680.00	2,536.50	-	-	26,216.50
BERUBE, KIM	54,371.41	-	13,268.98	-	-	67,640.39
BERUBE, RICHARD	61,523.28	-	8,922.88	-	300.00	70,746.16
BRYDA, MICHAEL E	43,300.80	-	1,410.59	-	550.00	45,261.39
CENTRELLA, PATRICIA A	38,523.24	-	13,278.43	-	300.00	52,101.67
CHADWICK, ROBERT J	52,033.28	-	6,360.20	-	300.00	58,693.48
CHINAULT, WALTER J	16,948.80	-	-	-	-	16,948.80
CLANCY, JO ANNE P	8,236.80	-	-	-	-	8,236.80
COOPER, CASSANDRA E	1,386.00	1,265.00	34.50	-	-	2,685.50
DONOVAN, DANIEL J	-	7,151.00	216.00	-	-	7,367.00

Employee Name	Base Pay	Seasonal	Overtime	Details	Other	Total
DREW, JAMES W	2,435.84	-	-	-	-	2,435.84
ELDREDGE, ERIC C	43,980.80	-	7,295.22	-	600.00	51,876.02
ELDREDGE, JOHN A SR	57,064.38	-	7,371.50	-	-	64,435.88
ENGLERT, STEPHEN J	-	5,720.00	204.75	-	-	5,924.75
FARRENKOPF, COREY R	-	7,152.00	252.00	-	-	7,404.00
FERREIRA, MARGUERITE G	-	3,924.00	36.00	-	-	3,960.00
FOSTER, JAMES N	-	5,880.00	-	-	-	5,880.00
FRANCIS, CARLETON S	1,981.98	-	-	-	-	1,981.98
GAGNON, THOMAS A JR	51,236.64	-	10,402.65	-	300.00	61,939.29
GAROFALO, JUDITH	9,219.70	-	1,148.65	-	10,408.15	20,776.50
GERMAIN, ERIN K	45,409.09	-	5,911.05	-	300.00	51,620.14
GIFFEE, CHRISTOPHER J	45,220.45	-	2,030.50	-	250.00	47,500.95
GILBERT, DAVID M	57,269.50	-	10,941.87	-	300.00	68,511.37
GREENSPAN, HANNAH J	-	2,436.00	-	-	-	2,436.00
GROSSE, CODY J	-	14,951.25	2,245.14	-	-	17,196.39
HERSEY, STEVEN P	47,249.49	-	8,677.80	-	600.00	56,527.29
HICKEY, BRETT T	25,704.00	-	4,168.00	-	-	29,872.00
HOLMES, COLLIN F	53,748.24	-	5,675.27	-	600.00	60,023.51
HOOPER, LINCOLN S	97,262.54	-	-	-	300.00	97,562.54
HOPKINS, JARED J	43,798.40	-	6,927.68	-	-	50,726.08
JESUDOWICH, ALEX	15,056.80	-	-	-	-	15,056.80
KARRAS, AMANDA L	-	2,923.00	18.00	-	-	2,941.00
KARRAS, CATHERINE V	-	1,344.00	-	-	-	1,344.00
KARRAS, LOUIS J	-	10,114.00	984.75	-	-	11,098.75

KARRAS, NIOMA H	-	4,236.00	198.00	-	-	4,434.00
KELLEY, ROBBIN M	46,944.19	-	-	-	-	46,944.19
KIERNAN, MICHAEL F	62,109.22	-	7,352.44	-	600.00	70,061.66
KING, GREGORY A	-	4,660.00	261.00	-	-	4,921.00
LANDERS, NANCY J	2,185.69	-	-	-	-	2,185.69
LANGWAY, WESLEY J	40,277.65	-	9,226.60	-	300.00	49,804.25
LEWIS, DANIEL N	35,207.18	-	5,697.79	-	550.00	41,454.97
LEWIS, GEORGE C	948.04	-	-	-	-	948.04
MCNEELY, DANIEL J	51,240.32	-	16,124.70	-	300.00	67,665.02
MEDEIROS, MICHAEL A	3,903.36	-	548.92	-	-	4,452.28
MENDOZA, ALAN V	3,736.48	-	-	-	9,923.55	13,660.03
MILLIGAN, EVAN M	-	1,408.00	-	-	-	1,408.00
NICKERSON, DONALD C	62,695.15	-	14,366.84	-	-	77,061.99
PASQUAROSA, PETER M	-	4,800.00	-	-	-	4,800.00
PERRY, RICHARD	13,107.02	-	-	-	-	13,107.02
RAZINHA, ETHAN A	-	5,082.00	858.00	-	-	5,940.00
REUSS, WILLIAM L	38,026.40	-	1,271.64	-	300.00	39,598.04
SACRAMONE, RAYMOND	788.88	-	-	-	-	788.88
SALAS, ANTHONY	38,148.80	-	3,564.87	-	250.00	41,963.67
SEELY, JOAN T	1,359.40	-	126.23	-	-	1,485.63
SMITH, DAVID J	47,249.49	-	11,915.39	-	-	59,164.88
STRATTON, JAMES W	42,052.32	-	7,223.26	-	300.00	49,575.58
STRATTON, WALTER E III	62,695.15	-	13,402.00	-	-	76,097.15
SUTHERLAND, GEORGE T	21,528.15	-	242.24	-	-	21,770.39
THEODORE, JAKE M	-	440.00	-	-	-	440.00

Employee Name	Base Pay	Seasonal	Overtime	Details	Other	Total
THIBEAULT, MARC N	-	4,800.00	-	-	-	4,800.00
TUOMINEN, CHARLES L	62,695.15	-	7,528.49	-	600.00	70,823.64
UBBENGA, JONATHAN F	-	4,460.00	250.13	-	-	4,710.13
WRIGHTINGTON, DAVID R	49,409.57	-	13,821.43	-	300.00	63,531.00
WRIGHTINGTON, DAVID R JR	-	8,958.00	591.00	-	-	9,549.00
YARBRO, THOMAS J	13,323.25	-	4,653.43	-	100.00	18,076.68
Department Total						2,163,817.60
Water Department						
BATES, DONALD T JR	500.00	-	-	-	-	500.00
BILEK, ALEXANDRA	33,463.45	-	251.62	-	1,346.31	35,061.38
BIGHAM, ANNA	8,830.99	-	-	-	-	8,830.99
CUMMINGS, SANDRA L	65,745.13	-	1,873.77	-	300.00	67,918.90
CURRIE, SCOTT A SR	55,923.30	-	778.64	-	-	56,701.94
ELDREDGE, JASON M	49,991.56	-	18,315.22	-	300.00	68,606.78
GONSALVES, DANETTE L	500.00	-	-	-	-	500.00
HICKS, STEVEN G	60,351.44	-	6,303.21	-	-	66,654.65
LEAHY, DANIEL J	-	4,342.00	-	-	-	4,342.00
MARSH, WELLESLEY	51,230.50	-	129.32	-	300.00	51,659.82
MILAN, DANA M	50,713.31	-	18,515.44	-	-	69,228.75
NEWHARD, BERNARD	57,030.69	-	27,451.89	-	300.00	84,782.58
NICHOLSON, DAVID C JR	49,030.23	-	485.31	-	-	49,515.54
PENINGER, WILLIAM E	59,245.47	-	28,110.73	-	300.00	87,656.20
PICARD, TIMOTHY J	43,917.12	-	1,242.05	-	-	45,159.17

PIERRE, ALI N	-	4,472.00	-	-	-	4,472.00
SALZILLO, NEIL J	62,695.15	-	35,304.09	-	300.00	98,299.24
SIMONS, RONALD W II	-	4,381.00	-	-	-	4,381.00
SINCLAIR, JEREMY K	37,934.21	-	791.19	-	-	38,725.40
SPARROW, PHILIP M	51,433.62	-	15,027.81	-	-	66,461.43
THOMPSON, ALLIN	500.00	-	-	-	-	500.00
WIEGAND, CRAIG	97,262.57	-	-	-	-	97,262.57
Department Total						1,007,220.34

Channel 18						
GOODWIN, JAMIE L	33,306.00	-	-	-	-	33,306.00
MASON, JILL M	69,553.33	-	-	-	300.00	69,853.33
Department Total						103,159.33

Community Center						
ALLEN, M DORIS	15,929.84	-	-	-	-	15,929.84
CAREY, CAROLYN	73,509.80	-	-	-	-	73,509.80
KENDER, MALLORY L	7,862.40	-	-	-	3,047.16	10,909.56
MONTIERO, SHAWN	1,695.00	-	-	-	-	1,695.00
NEWTON, JUDITH A	5,115.00	-	-	-	-	5,115.00
THOMPSON, ERIN M	18,083.52	-	-	-	-	18,083.52
Department Total						125,242.72

Employee Name	Base Pay	Seasonal	Overtime	Details	Other	Total
Council on Aging						
CROWELL, GALE	43,983.71	-	170.63	-	-	44,154.34
ELDREDGE, DANIEL E	21,650.12	-	121.50	-	-	21,771.62
ELDREDGE, ROY H JR	12,394.52	-	353.44	-	-	12,747.96
FALLON, VIRGINIA S	588.96	-	-	-	-	588.96
FOLEY, BARBARA-ANNE	68,253.28	-	-	-	300.00	68,553.28
GRUNWALD, KEVIN M	4,809.00	-	-	-	-	4,809.00
JACKSON, DARLENE M	5,290.82	-	-	-	-	5,290.82
JOHNSON, ADRIENNE M	370.58	-	-	-	-	370.58
JUSELL, SUSAN J	45,812.00	-	-	-	300.00	46,112.00
LOOMIS, ELIZABETH F	35,690.23	-	-	-	-	35,690.23
MCCORMICK, BETH A	8,939.20	-	-	-	-	8,939.20
OSBORN, AUDREY J	423.52	-	-	-	-	423.52
RYDER, JANE M	1,468.06	-	-	-	-	1,468.06
ST PIERRE, LINDA	28,000.84	-	593.67	-	-	28,594.51
THIBODEAU, REMI W	1,738.76	-	-	-	-	1,738.76
Department Total						281,252.84
Brooks Library						
BENOIT, GORDON D	6,993.50	-	-	-	-	6,993.50
BURKE, CARLA	8,021.60	-	-	-	-	8,021.60
CARPENTER, ANN S	50,909.60	-	-	-	300.00	51,209.60
CLINGAN, JOANNE	18,989.37	-	-	-	-	18,989.37
DAVIS, CHARDELL B	1,829.69	-	-	-	-	1,829.69

DILTS-WILLIAMS, MATTHEW G	1,466.26	-	-	-	-	1,466.26
EAGAR, LISA A	4,635.19	-	-	-	-	4,635.19
ELDREDGE, ADRIENNE R	1,219.33	-	-	-	-	1,219.33
FORTIER, MARGAUX R	556.53	-	-	-	-	556.53
GRAZIADEI, LYNNE C	643.29	-	-	-	-	643.29
GROSSMAN, SHANNON E	767.07	-	-	-	-	767.07
HANSEN, NICOLE M	32,632.91	-	-	-	-	32,632.91
HEWITT, VIRGINIA	78,775.55	-	-	-	300.00	79,075.55
HOWARD, CATHERINE E	3,456.92	-	-	-	-	3,456.92
IDMAN, SARAH W	10,269.12	-	-	-	-	10,269.12
INMAN, PHILLIP E	14,753.79	-	-	-	-	14,753.79
KAUFMANN, CHRISTINE E	7,619.53	-	-	-	-	7,619.53
KELLEY, LAURA L	16,222.90	-	-	-	-	16,222.90
KRAFT, VINCENT H	1,518.11	-	-	-	-	1,518.11
LEACH, JACQUELINE S	4,384.40	-	-	-	-	4,384.40
LEND, JAREK N	237.44	-	-	-	-	237.44
MARTELL, SUZANNE P	53,378.05	-	804.30	-	300.00	54,482.35
MCMANUS, CHRISTINA V	406.70	-	-	-	-	406.70
MILAN, EMILY R	24,455.65	-	-	-	-	24,455.65
NICHOLS, JUDITH H	4,566.46	-	-	-	-	4,566.46
PAINE, PAMELA A	27,284.59	-	-	-	300.00	27,584.59
PICKETT, JENNIFER B	42,710.22	-	57.08	-	-	42,767.30
QUINLAN, LINDA A	1,102.26	-	-	-	-	1,102.26
STELLO, MELISSA E	1,995.64	-	-	-	-	1,995.64
Department Total		-	-	-	-	423,863.05

Employee Name	Base Pay	Seasonal	Overtime	Details	Other	Total
Rec & Youth						
AMES, LEE A	48,973.55	-	-	-	-	48,973.55
AZANOW, ADAM M	-	3,502.50	-	-	-	3,502.50
BAKER, MADISON M	-	728.00	-	-	-	728.00
BARBATO, ANDREW W	-	2,732.63	-	-	-	2,732.63
BARBATO, EMILY M	-	1,363.00	-	-	-	1,363.00
BEEBE, ERIC J	60,518.83	-	-	-	300.00	60,818.83
BIRCH, COURTNEY R	-	2,787.75	-	-	-	2,787.75
BROWN, CHRISTOPHER P	-	4,803.25	-	-	-	4,803.25
CALLAHAN, BRENN A	-	4,140.50	-	-	-	4,140.50
CALLAHAN, KATHLEEN R	-	2,288.00	-	-	-	2,288.00
CATANZARO, CHRISTINA M	-	2,974.13	-	-	-	2,974.13
CHARVES, MATTHEW S	-	172.50	-	-	-	172.50
CRAPULLI, KERI A	-	1,204.50	-	-	-	1,204.50
DEAN, CAILEE A	-	539.00	-	-	-	539.00
DEGROFF, CODY M	-	4,536.00	-	-	-	4,536.00
DEMPSEY, ALYSA C	-	7,613.50	-	-	-	7,613.50
DEMPSEY, CHRISTOPHER J	-	3,810.25	-	-	-	3,810.25
DEMPSEY, MICHAEL	-	3,609.00	-	-	-	3,609.00
DENNEHY, LIAM E	-	1,530.25	-	-	-	1,530.25
DOMOS, JAKE R	-	1,884.50	-	-	-	1,884.50
DRAKE, MOLLY C	-	467.50	-	-	-	467.50
DRAY, MCKENZIE E	-	1,357.00	-	-	-	1,357.00
DRISCOLL, ALEXA N	-	3,681.00	-	-	-	3,681.00

FOLEY, ERIN R	-	5,712.00	-	-	-	5,712.00
FOLEY, MEGAN D	-	3,072.75	-	-	-	3,072.75
FRANKLIN, MYLES A	-	4,121.00	-	-	-	4,121.00
FRASER, SUSAN H	52,190.41	-	211.05	-	300.00	52,701.46
HART, ELIZABETH A	-	3,649.50	-	-	-	3,649.50
HART, JILLIAN	-	1,687.50	-	-	-	1,687.50
HEARD, CHARLES	-	1,080.00	-	-	-	1,080.00
HEWITT, CLIFTON E	-	3,858.25	-	-	-	3,858.25
KALBACH, LAUREN E	-	4,141.38	-	-	-	4,141.38
KANE, TYLER E	-	1,903.00	-	-	-	1,903.00
KAYE, PRESTON F	-	3,456.75	-	-	-	3,456.75
LEE, CHARLES I	-	4,288.75	-	-	-	4,288.75
LEONARD, CHRISTOPHER M	-	40.50	-	-	-	40.50
MCDONALD, ALLISON E	-	4,264.00	-	-	-	4,264.00
MILLER, OLIVIA A	-	4,584.50	-	-	-	4,584.50
MONAHAN, BRIAN T	-	4,328.00	-	-	-	4,328.00
MONAHAN, JOHN P	-	621.50	-	-	-	621.50
MURPHY, GERRIT W	11,704.84	-	-	-	-	11,704.84
O'SHEA, MEGAN K	-	3,094.00	-	-	-	3,094.00
PAGE, ALEXIS K	-	1,762.25	-	-	-	1,762.25
PEACOCK, ROBERT E	-	4,283.75	-	-	-	4,283.75
PEZZANO, DIANDRA L	-	1,435.00	-	-	-	1,435.00
RASMUSSEN, WESLEY D	-	3,432.75	-	-	-	3,432.75
REZUKE, NICHOLAS P	-	3,357.25	-	-	-	3,357.25
RIDLEY, EVAN S	-	5,240.75	-	-	-	5,240.75

Employee Name	Base Pay	Seasonal	Overtime	Details	Other	Total
ROBICHAUD, LEA M	-	3,568.50	-	-	-	3,568.50
ROONEY, PAULA M	-	621.50	-	-	-	621.50
SADOSKI, ANDREW M	-	2,533.10	-	-	-	2,533.10
SERGI, SAM L	-	1,690.00	-	-	-	1,690.00
SHEA, MELISSA	-	93.50	-	-	-	93.50
SIMARD, AMANDA A	-	3,254.50	-	-	-	3,254.50
SOBCHUK, ALEXANDER M	-	550.00	-	-	-	550.00
SWANSON, MEGHAN E	-	4,237.50	-	-	-	4,237.50
TALHAM, AMANDA P	-	3,224.75	-	-	-	3,224.75
TALHAM, ASHLEY R	-	2,645.50	-	-	-	2,645.50
THOMAS, MADISON P	-	481.50	-	-	-	481.50
TOUAFEK, GASTON N	-	4,042.25	-	-	-	4,042.25
VEALE, JOHN T	-	3,100.50	-	-	-	3,100.50
VEALE, KATHRYN E	-	3,984.50	-	-	-	3,984.50
VEALE, MATTHEW P	-	599.50	-	-	-	599.50
VISCO, DOMENIC A	-	4,408.50	-	-	-	4,408.50
WALTER, KATHRYN H	-	467.50	-	-	-	467.50
WARNER, PAYTON N	-	2,041.25	-	-	-	2,041.25
WELCH, JILLIAN L	-	2,376.00	-	-	-	2,376.00
WEIGAND, REBEKAH J	-	2,191.50	-	-	-	2,191.50
WILDMAN, SARAH L	-	3,471.50	-	-	-	3,471.50
WINSLOW, JOHN F	-	3,526.75	-	-	-	3,526.75
WOODS, THOMAS G	-	6,237.00	-	-	-	6,237.00
Department Total						362,685.67

Harbor						
ARCHAMBAULT, KIRA H	-	918.00	-	-	-	918.00
BICKERTON, STEPHEN G	-	1,386.00	-	-	-	1,386.00
COYLE, JAMES F	-	4,886.00	-	-	-	4,886.00
DERMODY, THOMAS B	-	1,064.00	-	-	-	1,064.00
EASTMAN, JILL A	-	2,040.00	-	-	-	2,040.00
FOX, PAUL G	-	6,744.00	-	-	-	6,744.00
KING, RICHARD J	-	4,704.75	-	-	-	4,704.75
KUNZ, FRANCIS C	-	5,803.00	-	-	-	5,803.00
LEACH, THOMAS E	8,911.26	-	-	-	6,300.25	15,211.51
MORRIS, MICHELLE N	42,900.56	-	-	-	-	42,900.56
O'BRIEN, MATTHEW T	-	3,681.50	-	-	-	3,681.50
PROFT, HEINZ M	77,230.92	-	-	-	300.00	77,530.92
RENDON, JOHN C	70,337.67	-	-	-	-	70,337.67
SAWYER, PETER G	-	7,042.00	10.50	-	-	7,052.50
SHEPPARD, PETER A	-	143.00	-	-	-	143.00
SILVA, JACOB M	-	240.00	-	-	-	240.00
SMITH, CONOR S	-	3,139.50	-	-	-	3,139.50
STEIDEL, MICHAEL A	-	986.00	-	-	-	986.00
TELESMANICK, THOMAS W	41,555.44	-	1,487.42	-	300.00	43,342.86
WITZGALL, JENNIFER M	-	986.00	-	-	-	986.00
Department Total						293,097.77

Employee Name	Base Pay	Seasonal	Overtime	Details	Other	Total
Golf Department						
BAILEY, DAVID T	-	4,919.25	-	-	-	4,919.25
BERNDT, KATHLEEN H	-	3,438.75	-	-	-	3,438.75
BERNDT, WILLIAM G JR	-	4,446.75	-	-	-	4,446.75
BOWLER, ELAINE R	-	1,840.00	-	-	-	1,840.00
BURKE, WILLIAM K	-	3,762.00	-	-	-	3,762.00
CAPACHIONE, JOSEPH M	-	7,044.00	630.00	-	-	7,674.00
COSKER, WILLIAM F	-	14,790.00	1,251.00	-	-	16,041.00
DAMON, DEAN A	-	6,156.00	945.00	-	-	7,101.00
DOMOS, PAMELA R	29,342.36	-	-	-	300.00	29,642.36
DONOVAN, ROBERT E	54,485.60	-	6,468.43	-	550.00	61,504.03
FEDE, JOSEPH J	-	525.00	-	-	-	525.00
FERNANDEZ, SHAWN M	81,092.48	-	1,104.63	-	-	82,197.11
GALEOTA, RALPH E	-	9,672.00	-	-	-	9,672.00
HEATH, JENNIFER J	1,053.39	8,340.00	21.01	-	-	9,414.40
HINDS, ROGER J	-	6,710.25	-	-	-	6,710.25
HOYE, DENNIS P	90,074.50	3,105.00	-	-	300.00	93,479.50
JAZWINSKI, EDWIN A	-	14,961.50	1,392.94	-	-	16,354.44
JEFFERSON, GEORGE R	-	7,010.00	-	-	-	7,010.00
JOHNSON, GEORGE R JR.	-	1,970.00	-	-	-	1,970.00
LANGLOIS, DEAN W	46,259.23	-	3,861.08	-	250.00	50,370.31
LAVIERI, JOSEPH L	-	5,171.25	-	-	-	5,171.25
LYNCH, BRIAN E	-	5,864.25	-	-	-	5,864.25
MACFARLAND, LANCE	-	5,674.50	-	-	-	5,674.50

MCCARTHY, JOHN W	-	7,322.50	-	-	-	7,322.50
MCNULTY, JOSEPH E	51,284.35	855.00	-	-	300.00	52,439.35
MELLO, PAUL R	39,406.86	-	3,206.21	-	550.00	43,163.07
MULLENS, WILLIAM D	-	2,332.00	-	-	-	2,332.00
NICKERSON, DALTON J	-	176.00	49.50	-	-	225.50
O'HARA, JULIE M	-	5,475.00	-	-	-	5,475.00
REYNOLDS, DONALD E	-	4,440.00	-	-	-	4,440.00
RIVARD, RAYMOND A	-	3,869.25	-	-	-	3,869.25
ROSE, GILBERT H	47,743.20	-	1,684.22	-	250.00	49,677.42
RUANE, THOMAS G	-	3,407.25	-	-	-	3,407.25
RYDER, RAIN C	47,858.28	-	4,507.21	-	550.00	52,915.49
SIDDELL, MARTIN T	-	6,395.00	-	-	-	6,395.00
SIMS, FRANCIS X	-	9,749.75	-	-	-	9,749.75
SNOW, BRIAN A	-	8,796.00	715.50	-	-	9,511.50
STEWART, ALLAN L	-	2,475.00	-	-	-	2,475.00
TULLOCH, ALEXANDER J	-	4,116.75	239.25	-	-	4,356.00
WISEMAN, NICOLAS	-	1,015.00	-	-	-	1,015.00
Department Total						693,551.23
Grand Total						14,181,131.57

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
- ☐ Middle School Repurpose Committee
- ☐ ***Planning Board**
- ☐ Real Estate, Open Space & Land Bank Committee
- ☐ Town Forest Committee
- ☐ Traffic Safety Committee
- ☐ Trail Committee
- ☐ Utility & Energy Conservation Commission
- ☐ Wastewater Implementation Advisory
- ☐ OTHER _____

RECREATION

- ☐ Bikeways Committee
- ☐ Golf Committee
- ☐ Recreation & Youth Commission
- ☐ Waterways Committee

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

*** 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

MONOMOY REGIONAL SCHOOL DISTRICT 945-5130

**** ALL EMERGENCY CALLS 911 ****

POLICE DEPARTMENT 432-1212

Other Calls	430-7541
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FIRE DEPARTMENT 432-2323

Other Calls	430-7546
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