

TOWN OF HARWICH
Town Hall
732 Main Street, Harwich, MA 02645
CAPITAL OUTLAY COMMITTEE
Small Hearing Room

MINUTES

Tuesday, September 19, 2017
4:00 P.M.

Present: Chairman, Rich Larios; Chris Harlow; Peter Wall; Bruce Nightingale, and Joe McParland.

Absent: Ed McManus.

Also Present: Christopher Clark, Town Administrator and Carolyn Copula, Finance Department.

I. Call to Order

Chairman, Rich Larios called the meeting to order at 4:00 PM.

Chairman Larios announced the Recording & Taping Notification: As required by law, the Town may audio or video record the meeting. Any person intending to either audio or video record the open session is required to inform the Chair.

II. Minutes

Minutes of July 18, 2017

**Motion made by Joe McParland to approve the Minutes of July 18, 2017.
Seconded by Peter Wall. Vote: 5-0-0.**

III. Committee Review/Discussion Of:

A. Capital Request Forms
B. Development Of Departmental Reviews

- Discussion of COC Meeting Schedule for the remainder of the year.
- Discussion regarding scheduling of Department Heads with COC/
- Discussion with Chris Clark to coordinate his calendar with Budget/Warrant Time Line Schedule.
- Discussion of Joint Meeting with Finance Committee and Capital Outlay Committee.

Chris Clark discussed the following:

- Phase II Wastewater - \$22M required.

- Request for Fire Station.
- Discussion of Free Cash allocation.
- Consideration of Snow and Ice removal.
- BOS – zero growth in budget.
- Put CPC Articles in Budget
- CPC Meetings being televised.

Rich Larios discussed the following:

- Operating Expenses vs. Capital Expenses.
- Previous year's prioritizing.
- Get all requests from Departments.
- Vote on Department Budget Request after deliberation (not immediately after presentation to COC).
- Identify 5 year future spending.
- Discussion of asking Department Heads to provide information on current requests and potential future requests.

IV. Old Business

A. Chris Clark discussed the Cape Cod Technical High School.

- Process for approval and approval of funding.
- Special Town Meeting vote – two separate ballots (one for approval/one for funding).
- Eleven towns will be voting. If one town approves, all towns are committed.

B. Bruce Nightingale discussed Saquatucket Harbor.

- Chris Clark clarified the Eastwood bid and landside status.

V. New Business

Chairman Rich Larios will not be able to attend the Oct. 3, 2017 COC Meeting. Vice Chairman, Chris Harlow will conduct the meeting.

VI. Adjourn

Motion to adjourn was made at 4:40 PM by Joe McParland. Seconded Peter Wall. Vote: 5-0-0.

Respectfully submitted by Marie A. Hickey, Board Secretary