

# TOWN OF HARWICH

## Community Preservation Committee

*Approved 12.13.18*

### **Community Preservation Committee Regular Meeting Minutes November 8, 2018**

*Meeting Electronically Recorded*

#### **1. Call to Order**

Harwich Community Preservation Committee Meeting called to order by Chair Dave Nixon at 6:00 PM, on Thursday, November 8, 2018, in the Harwich Town Hall, Donn B. Griffin Meeting Room.

Present: Chair David Nixon, Vice-Chair Kathy Green, Jim Atkinson, Randy Pond, Mary Maslowski, Chris Rocket, and new Conservation Commission Representative John Ketchum.

Vacant: Historical Commission Representative and Selectmen's Appointment Representative

#### **2. No public comment.**

#### **3. Approval of Minutes:**

A motion was made by Mary Maslowski, seconded by Jim Atkinson to accept the October 18, 2018 CPC Meeting Minutes.

VOTE: Yes 6; David Nixon, Kathy Green, Jim Atkinson, Randy Pond, Mary Maslowski, and Chris Rocket

No 0;

Abstain 1; John Ketchum

Motion carried.

#### **4. New Business:**

- a) Presentations of the 2018/2019 funding year CPA Applications.

##### **R 4 Lifeguard Stands Project**

Applicant: Harwich Recreation Department

Project Manager: Eric Beebe, Town of Harwich Recreation Director

Amount Requested: \$37,950

- PROJECT REQUEST IS FOR \$37,950 AND INCLUDES 11 NEW LIFEGUARD STANDS FOR HARWICH TOWN BEACHES.
- INCLUDES ALL MATERIALS FOR 5 STANDS AT RED RIVER BEACH, 1 STAND AT BANK STREET BEACH, 1 STAND AT EARLE ROAD BEACH, 2 STANDS AT PLEASANT ROAD BEACH, 1 STAND AT LONG POND-FERNANDEZ BOG, AND 1 STAND AT CAHOONS BEACH.
- ALL CONSTRUCTION, LABOR AND INSTALLATION WILL BE DONE BY HARWICH HIGHWAY DEPARTMENT-EQUATES TO LARGE SAVINGS ON LABOR COSTS.
- CURRENT STANDS ARE WELL OVER 20 YEARS OLD AND ARE AT END OF USEFUL LIFE.
- CURRENT STANDS ARE BECOMING A SAFETY ISSUE FOR BEACH PERSONNEL.

This project is for the cost of materials only.

The existing lifeguard stands are over twenty years old and are at the end of their useful life. A complete, new replacement is necessary. The current stands have been maintained. They are repaired every year but costing more money every year. This summer a lifeguard fell off a stand due to its condition. In addition to the employee's injury, it cost the town workman's comp and staffing issues.

The stands have been left standing in place during the off season. They weren't designed to disassemble easily. But going forward this may be changed, and storage space may be found.

The materials options were discussed. The selected choices follow safety concern first, and secondly, they fit the aesthetics of the town beach character.

The Rec Department doesn't budget for this project expense.

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How does this project qualify for CPA funding using the statutory definition that the project must be an acquisition, creation, preservation, rehabilitation, or restoration of the land for recreational use? This project is an amenity to recreational land. Beaches are one of the most valuable town resources. This project will create new lifeguard stands needed for safety at the town beaches.

### R 5 Sand Pond Restroom Facility

Applicant: Harwich Recreation Department

Project Manager: Eric Beebe, Town of Harwich Recreation Director

Amount Requested: \$125,000

- PROJECT REQUEST IS FOR \$125,000 WHICH INCLUDES A NEW PRE-CAST CONCRETE RESTROOM FACILITY AND SEPTIC.
- CURRENT FACILITY IS AT THE END OF ITS USEFUL LIFE—ALSO NOT ADA ACCESSIBLE.
- NEW RESTROOM FACILITY IS A FULLY PRE-CAST CONCRETE STRUCTURE WITH A LIFE SPAN OF AT LEAST 99 YEARS.
- BEGINNING OF A MASTER PLAN TO RE-VITALIZE THE SAND POND PROPERTY FOR PATRONS.
- THIS WOULD BE THE LAST BEACH RESTROOM TO BE COMPLETED—LONG TERM FOCUS WAS TO UPDATE AND MAKE ALL BEACH RESTROOMS FULLY ACCESSIBLE. OVER LAST 10 YEARS, WE HAVE COMPLETED A NEW FACILITY AT EARLE ROAD BEACH, PLEASANT ROAD BEACH, AND LONG POND; WITH RENOVATIONS AND UPGRADES TO FACILITIES AT BANK STREET BEACH AND RED RIVER BEACH.
- LONG TERM GOAL FOR SAND POND IS TO BRING BACK POPULARITY OF THE PAST BY IMPROVING AND ADDING AMENITIES—THIS WILL RESULT IN OPPORTUNITIES FOR REVENUE FOR THE TOWN; INCLUDING, BUT NOT LIMITED TO, DAILY BEACH PARKING PASSES, 2<sup>ND</sup> KAYAK RENTAL LOCATION ETC.

The Rec Department plans to bring back Sand Pond as a destination; a family friendly area. It has fallen out of favor and being used less. The Rec Dept. wants to make it a more active site with a possible picnic area and playground, maybe kayak rentals. It has a large parking lot – beach stickers. The pine tree needles could be cleaned up. Swimming lessons were moved away from the pond years ago. There might be some old stigma, but the water is tested, and hasn't been a problem. The old boathouse may need to be removed. All the other town restrooms have either been replaced or renovated. This facility needs to be replaced. This is the only town recreational use restroom that is not ADA compliant.

The presented project budget covers the contingency if the septic system needs to be upgraded. The restroom facility is on this year's Capital Plan and received voted approval.

There is no data on number of pond visits. The Rec Dept. can provide the CPC with the total acreage of the site.

How does this project qualify for CPA funding using the statutory definition that the project must be an acquisition, creation, preservation, rehabilitation, or restoration of the land for recreational use? This project is an amenity to recreational land, expanding the use of the recreational land. This project will create a new ADA compliant restroom, the last public facility not compliant.

### R 6 Whitehouse Field Improvement Project

Applicant: Harwich Recreation Department

Project Manager: Eric Beebe, Town of Harwich Recreation Director

Amount Requested: \$55,000

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- PROJECT REQUEST IS FOR \$55,000 AND INCLUDES A NEW SCOREBOARD FOR WHITEHOUSE FIELD (WITH INSTALLATION), AND SAFETY NETTING AND POLES FOR FIRST AND THIRD BASE LINE SPECTATOR SAFETY.
- CURRENT SCOREBOARD COSTING MORE TO REPAIR REPEATEDLY THAN IS FINANCIALLY RESPONSIBLE.
- NEW BOARD WOULD BE LED LIGHTED AND WOULD REDUCE ELECTRIC COSTS AND MAINTENANCE NEEDS.
- SAFETY NETTING AND POLES IS FOR SPECTATOR BERM SEATING AREA ON FIRST AND THIRD BASE LINES.
- THIS AREA IS A PRIME SPOT FOR HARD FOUL BALLS THAT POSE A DANGER TO SPECTATORS.
- COST INCLUDES NETTING AND POLE MATERIALS—HARWICH HIGHWAY DEPARTMENT WILL BE INSTALLING.
- WHITEHOUSE FIELD IS ONE OF THE PREEMINENT AMATEUR BASEBALL FIELDS IN NEW ENGLAND—IMPORTANT TO KEEP FIELD AMENITIES UP TO DATE AND SAFE FOR SPECTATORS, PLAYERS, ORGANIZATIONS ETC.

This project would be just to purchase the scoreboard. The prep work and install would be done by the Highway Dept.

The old scoreboard needs to be replaced due to the ongoing maintenance needs that have now evolved into a money pit. Work is required to address it's short-circuits and bulbs burning out, continually during games. Complaints are received every year.

Public safety is the reason for safety netting at the field. The Highway Dept. will install some of the netting in front of the bleachers. The foul balls come in fast. The netting will prevent injury.

How does this project qualify for CPA funding using the statutory definition that the project must be an acquisition, creation, preservation, rehabilitation, or restoration of the land for recreational use? Similar to the town beaches, Brooks Park is a big town resource. Whitehouse Field is used by the High Schools, Mariners and other paying tournaments. It creates revenue by renting it to teams. The Mariners and the other teams are big draws for the town.

The budget shows a quote for the scoreboard at \$36,000. With an adjustment of added contingency, the amount requested is \$42,000. Any remaining funds after completion of the project will be returned to the CPC accounts. Project key points: warranty; insurance; grounding system (lighting); maintenance plan.

When asked, Director Beebe rated the three Rec projects in order of priority:

- 1) Lifeguard Stands Project
- 2) Whitehouse Field Project
- 3) Sand Pond Restroom Facility Project

### R 8 Revetment Extension at East End of Red River Beach

Applicant: Amy Usowski, Harwich Conservation Administrator

Project Manager: Robert Cafarelli, PE, Town Engineer

Amount Requested: \$100,000

*PowerPoint presentation: "Red River Beach Jetty Extension Project" Nov. 8, 2018*

#### Background of Red River Beach

- Town took the 8.4-acre property by eminent domain in 1954 for 'beach purposes.'
- Coastal Barrier Beach
- Property under Selectmen Jurisdiction
- Largest public beach in Harwich and has 190 parking spaces
- Approximate annual revenue per Rec records: daily beach passes ~\$60,000 per year; food truck revenue ~\$5,000 per year. Unknown portion of annual beach sticker sales.

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- Uses: walking, sunbathing, swimming, fishing, photography, etc.

### Preventative Measures Already Attempted

- Placement of sand
- Filter fabric and sand bags
- Planting attempted
- Routine placement of sand by DPW
  - Protects parking area, but is silting in the mouth of river
  - No more mooring field in mouth of river

*The current attempts to improve this problem are doing more harm than good. The fiber/coconut sand rolls have more anchoring but are more destructive to the area and don't last long enough to do any real help.*

### The Request

- Extend jetty landward 50'-60', hugging the banking
- Repair slumped portion of the existing end
- Public access to this area will be maintained
- Courtesy quote from Mark Timmerman of Robert Our Company Nov. 5, 2018: \$70,000 for new 50' jetty extension; adding the repair of the existing slumped end could increase the amount to \$80,000.
- \$100,000 requested for this application *The \$100,000 is a ballpark quote. A formal bid will go out for a proper detail quote on the job.*

### How this Project fits CPA Funding Criteria

- Restore/rehabilitate an open space property with high recreational value *Beach restoration will happen*
- Local Comprehensive Plan – *protect wildlife, stop the marsh from being affected, improve water quality, Red River flushing*
- Open Space and Recreation Plan – *preserve this land for years to come*  
*Protect the pavement, turnaround, and in turn, the parking spaces*

### Next Steps

- Recreation Commission supports project
- On Nov. 13<sup>th</sup>, 2018 Selectmen's agenda
- On next REOS Committee agenda
- Engineering Dept. to revise site plan
- Town to file with local Waterways Committee and Conservation Commission winter 2018/2019. Also, file with DEP. Obtain approvals
- If permits and CPC funds re awarded, project to take place next fall/winter (2019/2020). Completion by early spring 2020 of the latest.

*The State must approve the project. Five years ago, they denied a proposal to add rocks in an attempt to curb this problem. Since then, they have allowed two other projects like this, so maybe it is a better climate for getting approval. Also noted that the State could stop the town from their current containment attempt of adding sand. Without doing anything the drop off will continue to increase.*

Currently, we have three feet to the edge of the pavement to the drop off. The drop off needs to be tapered. The drop off is showing major wear. A jetty has a life span of 20 to 30 years. The town has been maintaining the current one for years. This jetty/extension is a typical actual structure, barring hurricane and climate change, that would be protect the land, and should last about 20 to 30 years. Opening the river entrance would be better for eco system purposes.

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### 5. Old Business:

- a) VOTE: Should the CPC work on their CPP to be part of the town Comprehensive Plan.

Following a discussion, no motion for a vote was made. After the Warrant Articles are sent to the selectmen, this committee will address the Community Preservation Plan (CPP). This committee has tried to tackle the CPP but still has no plan. We want to move the needle on the CPP project. This committee needs to investigate what the ACT requires of the CPP.

The town's current Comprehensive Plan, as stated at prior meetings, is more of a corporate organizational plan. The Comprehensive Plan should be a plan for the future of the town, ten to twenty years down the line. Work on the town's new Comprehensive Plan (CP) hasn't began yet. It is a year or two before the Planning Board even gets funding for the CP. The town does have two newly approved components for the Comprehensive Plan: The Housing Production Plan and the Open Space/Real Estate & Recreational Plan. Those reports are telling us what the town wants in those areas; great information for the CPP is use going forward. Importantly, we need to determine if the CPP is going to be proactive or reactive. The CPC needs to consider how to develop a plan and to approve the process. This would be subject to change.

- b) Discussion of the town's statutory needs for the CPP.

The CPA Statute requires us to host a Public Hearing (PH), which we do annually. The public input from the PH are their recommendations for the CPP. We don't get those recommendations. We must work on that. We will need to investigate the town's statutory needs for the CPP. The Housing Production Plan and the Open Space & Recreation Plan will also provide input.

### 6. Other:

The 2019 CPC Meeting Calendar was reviewed.

- a) There is no current conflict of dates with the Planning Board Meetings.
- b) The Public Hearing date needs to be set.

### 7. Agenda Points for Thursday, December 13, 2018:

- a) The remaining four project presentations
- b) Vote to rescind the past completed project's open balances discussed at the CPC September 13, 2018 meeting.
- c) The Town Financial Director to discuss how the budget is determinized

### 8. Adjournment

A motion was made by Mary Maslowski, seconded by Jim Atkinson, to adjourn.

VOTE: Yes 7; No 0; Abstain 0. Motion carried unanimously.

Adjournment 7:23 PM.