

# TOWN OF HARWICH 2009 ANNUAL REPORTS

*Front Cover: Memorial Day 2009 - Norman Gill officiating*  
*Photo by Ed McManus*

*Back Cover: Harwich Public Safety Facility*  
*Photo by Bill Galvin*

# 2009 ANNUAL REPORT

OF THE

OFFICERS OF THE TOWN OF

## HARWICH

FOR THE YEAR ENDING DECEMBER 31, 2009



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# Last Alarm



Past President of the Harwich  
Professional Firefighters L-2124  
Trustee P.F.F.M.



## CAPTAIN ROBERT JOHNSON

Appointed July 2, 1978

Died December 26, 2009

### The Man In the Arena

It is not the critic who counts, not the man who points out how the strong man stumbled, or where the doer of deeds could have done better. The credit belongs to the man who is actually in the arena; whose face is marred by the dust and sweat and blood; who strives valiantly; who errs and comes short again and again; who knows the great enthusiasms, the great devotions and spends himself in a worthy cause; who at the best, knows in the end the triumph of high achievement, and who, at worst, if he fails, at least fails while daring greatly; so that his place shall never be with those cold and timid souls who know neither victory or defeat.

Theodore Roosevelt



# In Memory of



**Bruce Cahoon**  
**May 5, 1937 - April 15, 2009**

**Harwich Water Department mourned the loss of Bruce Cahoon, a 53-year employee of the Town of Harwich Water Department.**

Bruce Cahoon was a dedicated employee of the Harwich Water Department for 53 years. He began his employment in 1956 as a Distribution Operator and over the next 53 years Bruce worked his way up to Assistant Superintendent. During his years of service, Bruce continually strived to help improve the department, while never asking for or seeking recognition.

He taught many of us the waterworks industry, and he was admired for his experience and dedication. He loved his job and was always willing to help anyone who needed guidance from a town resident, a water customer, a contractor, or a fellow employee who would be seeking advice with their jobs. He was continually vigilant in his analysis of each situation with regard to what was best for Department. Bruce was respected by many, he was part of our work-family, he was our friend, he was our knowledge base and he was an upstanding long-time resident of the Harwich Community. We cherish the opportunity to have known him and worked with him and hold the memory of him true to our hearts.

# ***IN MEMORIAM***

## ***2009***

BRUCE CAHOON

Water Department

CAPTAIN ROBERT W. JOHNSON

Fire Department

DONALD MORELAND

Police Department

ROGER MUNSEY

Shellfish Constable

CHARLES PALMER

Conservation Commission

Water Quality Task Force

OLIVER PELTON

Constable

Traffic Safety Committee

JOHN PROPHET

Cultural Council

PETER WASSERBACH

Disability Rights Committee

*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 2009**

400 East Restaurant  
Ora Gaylord Arooth Trust  
Annette Blais  
Milton Brown  
Bufftree Construction Co.  
Cape Cod Regional Technical High School  
Bradford Chase  
Construction Monitoring Services, Inc.  
Rev. James David  
Friends of Council on Aging  
Friends of the Harwich Community Center  
George's Fish Market  
Harwich Athletic Association  
Harwich Cranberry Festival  
Harwich Garden Club  
Rose Hemeon & Family  
Lady Brett Specialties  
Very Rev. Malcolm McDowell  
Dan O'Leary Landscaping/Cape Cod Irrigation  
Brendan O'Reilly  
Robert B. Our Co.  
Anne Stawiarski  
Link Thacher

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

# ADMINISTRATION

## Elected Town Officers - 2009

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### BOARD OF SELECTMEN

Larry G. Ballantine	Term expires May 2012
Robin D. Wilkins, Clerk	Term expires May 2011
Angelo La Mantia	Term expires May 2011
Edward J. McManus, Chairman	Term expires May 2010
Lawrence P. Cole, Vice Chairman	Term expires May 2010

### HOUSING AUTHORITY

William Doherty, Chairman	Term expires May 2012
Shannon McManus	Term expires May 2011
Brooke Williams	Term expires May 2010
Robert MacCready	Term expires May 2010

### MODERATOR

Michael D. Ford, Esq.	Term expires May 2012
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### SCHOOL COMMITTEE

John O'Brien	Term expires May 2012
Sue Daggett	Term expires May 2012
Edwin Jaworski	Term expires May 2011
Polly Hemstock, Chair	Term expires May 2011
Thomas J. Blute	Term expires May 2010

### TOWN CLERK

Anita N. Doucette	Term expires May 2010
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### **TRUSTEES, BROOKS FREE LIBRARY**

Elizabeth Drews	Term expires May 2012
Jeannie S. Wheeler	Term expires May 2012
Kathleen Remillard	Term expires May 2011
Mary Warde	Term expires May 2011
Joanne Brown, Chair	Term expires May 2011
William D. Crowell	Term expires May 2010
Robert Widegren	Term expires May 2010

### **WATER COMMISSIONERS**

Don T. Bates, Chair	Term expires May 2012
George B. Cavanaugh	Term expires May 2011
Danette Gonsalves	Term expires May 2010

### **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**

Carolyn Crowell	Term expires May 2010
Lyman E. Culver	Term expires May 2011

### **FINANCE COMMITTEE**

Brian Widegen	Term expires June 30, 2012
Peter S. Hughes	Term expires June 30, 2012
Richard A. Larios	Term expires June 30, 2012
Albert Patterson, Vice Chair	Term expires June 30, 2012
Arthur Watson	Term expires June 30, 2011
William Baldwin	Term expires June 30, 2011
William Greenwood	Term expires June 30, 2011
Linda Cebula, Chairman	Term expires June 30, 2010
Dana DeCosta	Term expires June 30, 2010
Recognition to: Robert Tombs; William Fitzgerald	

## **SURVEYOR OF WOOD & LUMBER**

Geoff Larsen

Term expires May 2010

## **TRUSTEES, CALEB CHASE FUND**

William A. Doherty, Jr.

Term expires May 2012

Paul V. Doane

Term expires May 2011

David M. Davis

Term expires May 2010

## **APPOINTED BY THE BOARD OF SELECTMEN**

### **BARNSTABLE COUNTY COASTAL RESOURCES COMMITTEE**

Thomas E. Leach, Regular Member/Representative

Term Indefinite

Mark Russell, Alternate Member/Representative

Term Indefinite

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

Paula J. Champagne, RS, CHO - Alternate Representative

### **BARNSTABLE COUNTY WASTE MANAGEMENT ADVISORY COMMITTEE**

Lincoln S. Hooper

Term Indefinite

### **BARNSTABLE COUNTY "HOME" CONSORTIUM ADVISORY COUNCIL**

Gerard Loftus

Term expires January 31, 2012

### **CAPE COD COMMISSION REPRESENTATIVE**

Robert Bradley

Term expires April 24, 2011

### **CAPE COD JOINT TRANSPORTATION COMMISSION REPRESENTATIVE**

Lincoln Hooper

Term expires on June 30, 2010

David Spitz, Alternate

Term expires on June 30, 2010

### **CAPE LIGHT COMPACT REPRESENTATIVE**

Barry Worth

Valerie Bell, Alternate

**CAPE COD REGIONAL TRANSIT AUTHORITY REPRESENTATIVE**  
William Doherty Term expires June 30, 2010

**FIRE CHIEF / FOREST WARDEN**  
William Flynn

**CHIEF OF POLICE**  
William A. Mason

**EMERGENCY MANAGEMENT DIRECTOR**  
Lee Culver

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

**HARBORMASTER/NATURAL RESOURCES OFFICER/  
WHARFINGER/SHELLFISH CONSTABLE**  
Thomas E. Leach Term expires June 30, 2010  
Heinz M. Proft, Assistant Term expires June 30, 2010

**HAZARDOUS MATERIALS COORDINATOR**  
Chief William Flynn Term expires June 30, 2010

**HEALTH OFFICER**  
Carol A. Topolewski, M.D. Term expires June 30, 2010

**LOCAL ORGANIZING COMMITTEE FOR HAZARDOUS WASTE**  
Paula J. Champagne, RS, CHO Term expires June 30, 2010

**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 William Flynn

Term expires June 30, 2010

**OIL SPILL COORDINATOR**

Deputy Chief Norman Clarke

Term expires June 30, 2010

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

George Romme

Term expires June 30, 2010

**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, 2011

Betsy Coleman

Term expires June 30, 2011

Brent Hemeon, Alternate Member

Term expires June 30, 2011

Colleen Springer

Term expires June 30, 2010

Donna Eaton

Term expires June 30, 2010

Wayne Coulson

Term expires June 30, 2012



## **ARCHITECTURAL ADVISORY COMMITTEE**

Jonathan Blake	Term expires June 30, 2012
Anthony Compton	Term expires June 30, 2012
Barbara S. Josselyn, Chair	Term expires June 30, 2011
Elizabeth Groves	Term expires June 30, 2010
Kim Robbie	Term expires June 30, 2010

## **BIKEWAYS COMMITTEE**

All terms expire June 30, 2010

Will Remillard	Michael Hayes
Francis Salewski	Richard Thomas
Creighton Morris	Eric Levy
Jay P. Kennedy	
Recognition to: Barry Worth, Don Roberts, Bill Reuss	

## **BOARD OF APPEALS – REGULAR MEMBERS**

Jack E. Brown	Term expires June 30, 2012
Murray Johnson	Term expires June 30, 2012
Gary Carriero	Term expires June 30, 2011
Richard Flink, Chairman	Term expires June 30, 2010
Geoff Wiegman	Term expires June 30, 2010

## **BOARD OF APPEALS - ASSOCIATE MEMBERS**

Joseph Campbell	Term expires June 30, 2012
David Ryer	Term expires June 30, 2011
Dean Hederstedt	Term expires June 30, 2010

## **BOARD OF ASSESSORS**

Richard Waystack, Chairman	Term expires June 30, 2012
Bruce Nightingale	Term expires June 30, 2011
Robert S. Neese	Term expires June 30, 2010

## **BOARD OF HEALTH**

Mary Jane Watson	Term expires June 30, 2012
Pamela Howell	Term expires June 30, 2012
Alfred Hurst	Term expires June 30, 2011
Robert Insley	Term expires June 30, 2010
Stanley Kocot, Chairman	Term expires June 30, 2010

## **BOARD OF REGISTRARS**

Louise Mihovan	Term expires June 30, 2012
Dorothy Hemmings	Term expires June 30, 2011
Juell Buckwold	Term expires June 30, 2010

## **BROOKS ACADEMY MUSEUM COMMITTEE**

All terms expire June 30, 2010

Brian Murphy, Chair	Beverly Nightingale
Patti A. Smith	Shannon McManus
Recognition to: Christine Wood	

## **BY-LAW/CHARTER REVIEW COMMITTEE**

Anita Doucette	Term expires June 30, 2012
Raymond Jefferson, Chair	Term expires June 30, 2012
Jill Mason	Term expires June 30, 2011
William A. Doherty	Term expires June 30, 2010
Deborah Sementa	Term expires June 30, 2010

## **CABLEVISION ADVISORY COMMITTEE**

Terms Indefinite

Edward Etsten, Chair	Steve Duffy
Richard Larios	

## **CAPITAL OUTLAY COMMITTEE**

Peter Wall	Term expires June 30, 2011
Robert George	Term expires June 30, 2011
Arthur Watson, Chair	Term expires June 30, 2010
Bruce Nightingale	Term expires June 30, 2010
Joseph McParland	Term expires June 30, 2010
Richard Larios	Term expires June 30, 2012
Christopher Harlow	Term expires June 30, 2012

## **CEMETERY COMMISSION**

Robbin Kelley, Cemetery Administrator

Paul Doane, Chair	Term expires June 30, 2012
Christine Wood	Term expires June 30, 2011
Warren Nichols	Term expires June 30, 2010

## **CHANNEL 18 ADVISORY COMMITTEE**

Jill M. Mason, Station Manager

Al Rosenberg	Term expires June 30, 2011
Edward Etsten	Term expires June 30, 2010
Peggy Gabour	Term expires June 30, 2010

## **CITIZEN'S ADVISORY COMMITTEE FOR THE COMPREHENSIVE WASTEWATER MANAGEMENT PLAN**

Indefinite Terms

Allin Thompson	Dana DeCosta
John Webby	James Mangan
Matt McCaffery	Val Peter
Kathy Green	Christopher Harlow
Mary Metzger	Bill Lean

## **COMMUNITY CENTER FACILITIES COMMITTEE**

Pamela Groswald	Term expires June 30, 2012
Brian Power, Chair	Term expires June 30, 2011
Lee Culver (Recreation)	Term expires June 30, 2011
Francois Marin (Council on Aging)	Term expires June 30, 2011
Betty Pino	Term expires June 30, 2010

## **COMMUNITY PRESERVATION COMMITTEE**

Janet Bowers (Recreation & Youth)	Term expires June 30, 2012
Kristine Larson (Real Estate and Open Space)	Term expires June 30, 2012
Pamela Groswald (Selectmen)	Term expires June 30, 2012
Dean Knight (Conservation Commission)	Term expires June 30, 2011
Robert Bradley (Historical Commission)	Term expires June 30, 2011
Matthew McCaffery (Planning Board)	Term expires June 30, 2011
Robert MacCready, (Housing Authority)	Term expires June 30, 2010
David Purdy (Housing Committee)	Term expires June 30, 2010
Jack Brown, Chairman (Selectmen)	Term expires June 30, 2010
Recognition to: Larry Ballantine, John Mahan	

## **CONSERVATION COMMISSION**

John Chatham, Conservation Agent

Chet Berg, Chairman	Term expires June 30, 2012
Amy Morris	Term expires June 30, 2012
Bradford Chase	Term expires June 30, 2012
Lara Slifka	Term expires June 30, 2011
Walter Diggs	Term expires June 30, 2011
Ron Saulnier	Term expires June 30, 2010
Dean Knight	Term expires June 30, 2010
Recognition to: Larry Ballantine, Mike Schreiber, Robert Johnson	

## **CONSTABLES**

Armando G. Dimauro, Jr.	Term expires June 30, 2010
Michael Cupoli	Term expires June 30, 2012
David Robinson	Term expires June 30, 2012
Gerald Beltis	Term expires June 30, 2012
Richard Stawiariski	Term expires June 30, 2012

## **COUNCIL ON AGING**

Barbara-Anne Foley, Director

Debbie Salewski	Term expires June 30, 2012
Barbara Bliss, Chair	Term expires June 30, 2012
Raymond Gottwald	Term expires June 30, 2011
Francois Marin	Term expires June 30, 2011
Ralph Smith	Term expires June 30, 2010
Frances Keary	Term expires June 30, 2010
Carla Priest	Term expires June 30, 2010
Recognition to: Robert Widegren	

## **CULTURAL COUNCIL**

Patricia Stackhouse, Chair	Term expires June 30, 2012
Anne Leete	Term expires June 30, 2012
Francis Ballam	Term expires June 30, 2012
Robert Messias	Term expires June 30, 2011
Nancy Laning	Term expires June 30, 2011
Rose Ann Clark	Term expires June 30, 2010
Toney Hopkins	Term expires June 30, 2010
Elaine Messias	Term expires June 30, 2010
Robert Doane	Term expires June 30, 2010
Recognition to: Dorothy Hemmings, David Bassett	

## **DESIGNER SELECTION REVIEW COMMITTEE**

Terms Expire June 30, 2010

Joseph Borgesi, Town Engineer  
Colin Stevenson

Raymond Jefferson

## **DISABILITY RIGHTS COMMITTEE**

Mary Rose Reynolds	Term expires June 30, 2012
Dorothy Kelly	Term expires June 30, 2011
Barbara Hayes	Term expires June 30, 2011
Terri Canavan, Chair	Term expires June 30, 2010
Paul Erickson	Term expires June 30, 2010

Recognition to: Virginia McCann, Peter Wasserbach

## **GOLF COMMISSION**

Sal DeSantis	Term expires June 30, 2011
Thomas P. Johnson	Term expires June 30, 2011
Rob Catlin	Term expires June 30, 2010
Clement Smith	Term expires June 30, 2010
George Mitchell	Term expires June 30, 2012
Arthur Palleschi	Term expires June 30, 2012
Bridget Hippler, Chair	Term expires June 30, 2012

## **HERRING SUPERVISORS**

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

## **HISTORICAL/HISTORIC DISTRICT COMMISSION**

Shannon McManus	Term expires June 30, 2012
John McGillen	Term expires June 30, 2012
Brian Murphy	Term expires June 30, 2011
Robert Doane	Term expires June 30, 2011
Eileen Brady	Term expires June 30, 2011
Alex Tod	Term expires June 30, 2010
Robert Bradley, Chairman	Term expires June 30, 2010

### **HOUSING COMMITTEE, HARWICH**

Barbara Loftus	Term expires June 30, 2011
John McGillan	Term expires June 30, 2010
Gerald Loftus, Chair	Term expires June 30, 2012
David Purdy	Term expires June 30, 2012

### **HUMAN SERVICES ADVISORY COMMITTEE**

Ellen Cowan	Term expires June 30, 2010
Anthony Pagliaro, Chairman	Term expires June 30, 2012

Recognition to: Virginia Burke

### **PLANNING BOARD**

Matt McCaffery, Chairman	Term expires June 30, 2012
Peter De Bakker	Term expires June 30, 2012
Ron Nordstrom	Term expires June 30, 2011
Tom Stello	Term expires June 30, 2011
John C. Follas	Term expires June 30, 2010
Joseph McParland	Term expires June 30, 2010
Allan Peterson	Term expires June 30, 2010

Recognition to: Tim Klink, William Stoltz

### **PLANNING BOARD-ALTERNATE MEMBERS**

Alan Atkinson	Term expires June 30, 2011
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### **PLEASANT BAY RESOURCE MANAGEMENT ALLIANCE STEERING COMMITTEE**

Indefinite Term

Allin Thompson  
Recognition to: Larry Ballantine

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

Terms Indefinite

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

Recognition to: Elizabeth Hude, John Chatham

## **POLICE STATION BUILDING COMMITTEE**

Terms Indefinite

Raymond Jefferson, Chairman  
Richard Hoyer  
Ursula Corbett  
John J. Brooks, Jr.

Norman Clarke  
Franco Previd  
Debra DeCosta

## **REAL ESTATE & OPEN SPACE COMMITTEE**

Margo L. Fenn	Term expires June 30, 2012
Paul Widgren, Chair	Term expires June 30, 2012
Richard Thomas	Term expires June 30, 2012
Bud Dey	Term expires June 30, 2012
Douglas D. Stanford	Term expires June 30, 2011
Kristine Larson	Term expires June 30, 2010
Robert S. Neese	Term expires June 30, 2010

## **RECREATION & YOUTH COMMISSION**

Eric Beebe, Interim Director

Lee Culver	Term expires June 30, 2012
David Sadoski	Term expires June 30, 2012
John Mahan, Chairman	Term expires June 30, 2012
David Nixon	Term expires June 30, 2011
Janet Bowers	Term expires June 30, 2011
Francis Crowley	Term expires June 30, 2010
Vahan Khachadoorian	Term expires June 30, 2010

## **RECYCLING COMMITTEE**

Pamela Reiss	Term expires June 30, 2011
William Doherty	Term expires June 30, 2010
Anthony Cosgrove	Term expires June 30, 2012
Stephen Duffy	Term expires June 30, 2012

## **SCHOOL BUILDING NEEDS COMMITTEE**

Terms Indefinite

Dr. Carolyn Cragin	Joel Dickerson
Kevin Turner	Carla Blanchard
Deb Donovan	Mary Clarke
Jack Brown	Dr. Murray Johnson
Brenda Norcott	Dr. Thomas Johnson
Robert Larson	Allin Thompson
Terry Russell	Dennis Hoye
Leslie Flynn	

## **SHELLFISH CONSTABLES (VOLUNTARY)**

Terms Expire June 30, 2010

James Coyle  
Dean Knight

Ron Saulnier

## **SHELLFISH & MARINE WATER QUALITY COMMITTEE**

Robert Dowling	Term expires June 30, 2012
Michael Schreiber	Term expires June 30, 2012
Tom Leach, (Harbor/NRO)	Ex-Officio Member
Heinz Proft	Ex-Officio Member

## **TOWN FOREST COMMITTEE**

Raymond L. Thacher, Chairman	Term expires June 30, 2012
Tim Millar	Term expires June 30, 2012
Sheldon J. Thayer, Jr.	Term expires June 30, 2010

## **TOWN-WIDE WATER QUALITY MANAGEMENT TASK FORCE**

Terms Indefinite

Francis C. Sampson, Chairman	Alan Atkinson
Danette Gonsalves	Robert Sarantis
Robert Owens	Ray Gottwald
Bradford Chase	Robert Goodwin
Anthony Piro	Stanley Kocot
George Myers	
Recognition to: Larry Ballantine, Charles Palmer	

## **TRAFFIC SAFETY COMMITTEE**

Terms Expire June 30, 2010

Gerald Beltis	Paul McAllister
Oliver E. Pelton	Richard Bower
Barry Springer	Paul Erickson, Chairman

## **TRAILS COMMITTEE**

John C. Follas	Term expires June 30, 2012
Gerri Schumann	Term expires June 30, 2011
Matthew Cushing	Term expires June 30, 2011
Richard Thomas, Chair	Term expires June 30, 2010
Pauline Ashton	Term expires June 30, 2010
Bruce Nightingale	Term expires June 30, 2010
Ron Saulnier	Term expires June 30, 2010
Recognition to: Francois Marin, Chet Berg	



## **TREASURE CHEST VOLUNTEER COMMITTEE**

Terms Expire June 30, 2010

Debbie Wilcox, Chair	Ann & Francis Preston	Leo H. Baumlin
Nancy DeDominici	Denise Soucy	Beverly Gomes
Andrew Kenney	Rosemary Thibeau	Liz Watkins
Cynthia Nunes	Joan Jones	Norma Razinha
Janet Evans	Carol Palmer	Sheila Eldredge
Gretchen Widegren	Michael Pires	Tim Willcox
Debbie Rogers	Jeff Willcox	Jim Willcox
Pricilla White	Eric Fahle	Mark Curran
Recognition to: Pauline Ashton		

## **UTILITY & ENERGY CONSERVATION COMMISSION**

Barry Worth, Chair	Term expires June 30, 2012
Robert R. Marshall	Term expires June 30, 2011
Valerie Bell	Term expires June 30, 2011
Bruce Gibson	Term expires June 30, 2010
William Doherty	Term expires June 30, 2010

## **VOTER INFORMATION COMMITTEE**

Terms Indefinite

Pamela Groswald, Chair	Joanne Rys
Peggy Rose	Dorothy Hemmings

## **WATERWAYS COMMISSION**

John F. Clancy	Term expires June 30, 2012
Murray Johnson, Chair	Term expires June 30, 2012
Paul G. Donovan	Term expires June 30, 2011
W. Matthew Hart	Term expires June 30, 2011
Stephen Root	Term expires June 30, 2010
Lewis Williams	Term expires June 30, 2010
David Plunkett	Term expires June 30, 2010

## **YOUTH CONSULTATION STUDY COMMITTEE**

Sheila House, Youth & Family Counselor

Melissa Clayton	Term expires June 30, 2012
Karyn Morris, Chair	Term expires June 30, 2012
James B. Hartley	Term expires June 30, 2011
Cathy Comeau	Term expires June 30, 2011
Linnea N. Snow	Term expires June 30, 2010
Recognition to: Christopher Harlow	

# *Report of the* **Board of Selectmen**

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The budget of \$45.9 million was passed at the Annual Town Meeting in June representing a \$600,000 reduction in spending from the previous fiscal year. Revenues, principally in state aid accounts fell, putting pressure on providing town services. Use of federal stimulus funds helped preserve much of the School Department program. Nonetheless, to bring the budget into balance required the elimination of 2.5 positions through attrition in municipal departments, and the elimination of 9 positions in the School department. Also at Town Meeting voters approved the addition of 2 day shift paramedic positions. At the Town election two weeks later voters approved a general override to fund the positions. At the Special Town Meeting held in November several budget transfers and adjustments were passed to re-balance the budget after additional reductions in state aid.

## **Centralized Purchasing**

During 2009 the Community Center Director received training and received Certification as a Procurement and Purchasing Agent by the Commonwealth. The Community Center Director, in coordination with the Town Accountant has put into place a central purchase order system, bid and RFP preparation and the pulling together of central bulk purchasing.

## **Regionalism**

The Town continued investigating regional cooperation with neighboring Towns. At Town Meeting both Harwich and Chatham passed articles establishing a Regional School Study Committee. Representatives from both towns have been appointed and the committee has been funded by a grant from the Commonwealth and small appropriations from both towns. Waste water committees in the towns of Chatham, Orleans, Brewster and Harwich continue to hold joint symposia and share data to determine areas where there will be economies in regional action. During the fall, Harwich and Chatham have held and continue to hold meetings regarding the joint purchase of wellhead protection and open space lands. Discussions on joint operation of emergency medical response assets continue.

## **Capital Projects**

The construction of the Harwich Public Safety Facility was completed during the summer with grand opening ceremonies occurring in October. The facility consists of the Chief Robert A. Peterson Fire Headquarters, the Chief John Raneo Police Headquarters and the Kenneth Grindell Sr. Training Facility/ Emergency Operations Center. The completion of this facility provides the citizens of Harwich with a state of the art public safety facility and

communications system. To maximize the town wide benefits of the sophisticated informational technology installed at the Public Safety Facility, conduit for fiber optic cable has been installed to link up Town Hall and Brooks Library now with provisions to link the schools, the Community Center, the Highway Division.

Several road improvement projects have advanced during 2009. The signalization of Pleasant Lake Rd./Queen Anne Rd. began in the spring of 2009 continued in the fall and will be completed in the spring of 2010. Plans for the reconstruction of Route 137 in Harwich have progressed and will be completed in 2010 with construction beginning 2011. Plans call for two traffic lanes and two extended shoulders with landscape strip and sidewalks on each side. Repaving of Long Pond Road with the addition of shoulder lanes to accommodate pedestrian and bicycle use in a safer manner has begun planning.

At the Special Town Meeting in November voters authorized the selectmen to enter into leases to place solar photovoltaic panels on the elementary school, and two wind turbines on Town owned land in the northwest area of town. Both these projects will reduce utility charges for town facilities. These two activities will assist the town in its efforts to be certified a Green Community.

### **Open Space and Real Estate**

Town Meeting in May authorized the purchase of two parcels of open space, one near Island Pond and the other near Walkers Pond. The selectmen voted to name the new hiking trail at the Texiera Open Space, off of Queen Anne, the Francis Worrell Loop Trail to honor the Trails Committee's founder and first chairman.

### **Historic Preservation**

The May Town Meeting funded several Historic Preservation projects around town. Rebuilding the South Harwich Meeting House and preservation and cleaning of the surrounding graveyard has gone to bid and is expected to go to construction in spring 2010. Restoration of the exterior of Brooks Academy was approved in the previous year and is near completion. The Old Harwich Center School has been leased to the Harwich Junior Theater to operate as cultural center and has undergone extensive restoration during 2009. The West Harwich School site was leased to HECH and will be preserved and used to provide affordable housing.

### **Planning Activities**

Work continues on revision of the Town's Comprehensive Plan, development of the East Harwich Economic Development study, and a Waste Water

implementation plan. The Town completed drafting of an Affordable Housing Production Plan and is waiting for state concurrence.

### **Housing**

After many years in the works the Habitat project is in the ground on Gomes Way in East Harwich. 13 units of housing have been built, 8 through volunteer efforts and 5 with conventional financing. All of the units are affordable and have new family homeowners. The HECH project of ten new rental units on Route 28 and Quaker Lane was completed and took in its first tenants.

### **Activities of Special Interest**

#### *Quarterly Tax Bills*

At the February Special Town Meeting voters approved billing real estate taxes four times a year rather than twice a year. This was done to smooth out the towns cash flow. Billing dates for the first two payments are July 1 and October 1, which are based on the previous years payments. The new years assessment is available in December with the final two billing dates being January 1 and April 1. These bills are based on the new assessment and correct for any under or over payment in the first two bills.

#### *False Alarm Penalties*

A new policy on enforcement of the Town's false alarm by-law was established. Due to an increasing number of routine false alarms caused by bad system design, lack of maintenance, or inadequate instruction on proper operation of the system, penalties will be enforced on repeat occurrences. This problem has been claiming an increasing amount of police patrol time which is better used in providing actual services.

#### *Cranberry Festival*

This year the committee conducted 2 summer crafts fairs in Brooks Park, Family Beach Day and Bonfire at Red River Beach, Hometown Parade and a second Christmas tree sale. Through these efforts the committee was able to continue to provide for scholarships and graduation expenses. In the coming year the committee plans on reinstituting its September Festival following a new format emphasizing more of a country fair.

#### *Fall for Harwich*

In its efforts to help publicize and attract visitors to Harwich into the fall, the Chamber of Commerce brought together many town organizations to coordinate "Fall for Harwich" events. This series of events help attract visitors to Harwich through to fall to further support our businesses. A highlight of the series was the first running of the Harwich Cranberry Harvest Half-Marathon.

# *Report of the* **Town Administrator**

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I am honored to complete my third year as your Town Administrator. Your local government has a history of providing high quality services and I strive each day to encourage all of our employees to continue that proud tradition.

2009 was a challenging year as the recession, which started in late 2008, continued throughout the year. The Finance Team developed local revenue projections for FY 10 which were continually revised downward as the Governor and Legislature reduced Local Aid distributions to reflect declining State revenue. After approving a balanced budget at the May Annual Town Meeting, we required a Special Town Meeting in November to rebalance again in response to further Local Aid reductions. The Board of Selectmen formed a Budget Subcommittee to provide policy direction and just to track the changes. The Finance Team continued to rigorously monitor the Town's finances and update the annual five year plan for a third straight year. In order to increase revenues and improve cash flow, the Town Meeting adopted quarterly taxes, increased demand fees for late payments and our office instituted a Purchase Order system and the Board of Selectmen adopted new false alarm, boat slip and mooring fees. The Board of Assessors uploaded its maps and property record cards on line in April and successfully had its new property values certified by the Department of Revenue in December in order for the Treasurer to issue third quarter actual tax bills by the required deadline.

Standard and Poors' Bond Rating Service upgraded Harwich's rating in February to AA+ and the Town retained that same rating when we went to market later in the year. Cape Cod Five, as our certifying bank, refinanced \$8.5 million of existing debt to an average rate of 2.01 percent.

We also consolidated the supervision of Custodial staff led by Highway Foreman Rick Alward. Town Meeting and the voters at ballot approved a General Override of \$214,006 to hire 2 new Fire Department paramedics in order to improve ambulance response times. The County Sheriff's Office and its operation of the regional fire dispatch at the Otis Fire Station in Bourne was transferred to the Commonwealth effective at the end of year. Conserving and converting to clean renewable energy was a dominant issue throughout the year. Weston and Sampson completed a wind turbine feasibility study through a Mass Technology Grant of \$40,000 in April. Harwich then joined the Cape and Vineyard Electric Cooperative (CVEC) and developed a wind turbine proposal for North Harwich which met the FAA height standards. Membership in CVEC included a Con Edison proposal to install 100kw photovoltaic panels at the Elementary School. In November, CVEC secured \$20 million of Clean Renewable Energy Credits to finance our two wind turbines as well as an addi-

tional two wind turbines in Brewster. New efficient HVAC units were installed as a first phase on the Town Hall roof. We also worked with the Cape Light Compact to reduce municipal electric rates, with Barnstable County to reduce diesel and gasoline prices and independently to lower natural gas prices. The Board of Selectmen voted to become a Green Community, which will increase the Town's eligibility for higher efficiency energy grants.

The Community was saddened by the deaths of Assistant Water Superintendent Bruce Cahoon, who faithfully served Harwich for more than fifty-three years and Fire Department Inspector Bobby Johnson, who served not only Harwich but was active Statewide in Fire union affairs. Other personnel changes included the hiring of David Spitz from Vermont as Town Planner, the retiring of Norm Gill as Veterans' Agent and the Regional Director hiring retired Fire Chief Wil Remillard as Norm's replacement.

Capital improvements undertaken during 2009 include the construction of a new Public Safety Facility consisting of a new Police Station attached to the main Sisson Road Fire Station, the State funded reconstruction of the intersection of Route 124 and Queen Anne Road to accommodate traffic signals, upgrading Channel 18 equipment at Town Hall and installation of conduit between Town Hall and the Public Safety Facility. Planning for the reconstruction of the Route 137 corridor, including new bicycle and pedestrian lanes from the Brewster town line to the Chatham town line was funded and a contract was awarded to VHB for the design. Environmental Partners was awarded a contract to design a new green sand filtration Water Treatment Plant to be located off Depot Road. Town Meeting also approved a private petition to make temporary road repairs to Old Post Road, a private road, funded through betterment assessments. Other studies undertaken include a Waterways Infrastructure study by Coastal Engineering which highlighted deficiencies at the Wychmere Pier and Wixon Dock, both of which now have restricted access. Wastewater planning under a contract with CDM resumed once the Massachusetts Estuaries Project data was released. CDM also provided an alternatives study of Solid Waste planning for all Cape communities through the Cape Cod Commission in anticipation of contracts with SEMASS in Rochester expiring in the next five years. Another study undertaken with the Town of Dennis was speed zoning of Great Western Road for consistent posted speeds between the two towns. Another study evaluated the environmental impact of the Police Department's shooting range within the Town Forest which resulted in an Environmental Notification form filed with DEP. Alice Boyd wrote a second successful HUD grant for Harwich and Dennis to share \$880,000 for home repairs to income eligible homeowners.

Affordable housing advanced considerably during 2009. Town Meeting authorized the sale of Town owned land off Driftwood Lane to Habitat for Humanity to construct twelve units called Gomes Way. Habitat for Humanity

in a special awards ceremony in September recognized Harwich with a Partners Award for its contribution to the Gomes Way development. HECH completed an affordable housing project on Route 28 at Quaker Lane. After the Selectmen in August awarded a twenty-five year lease of the former Old Rec/Center School to the Harwich Junior Theater, the Board awarded a ninety-nine year lease to HECH to construct 5 affordable units next to the Center School and an additional twelve units at the West Harwich School site. A Housing Production plan was also completed this year incorporating the State's goal to reach the ten percent of total units as affordable.

The Council on Aging contracted with John Wheeler and Associates to undertake a strategic ten year plan which addresses Harwich's aging population and their needs. At the end of the year, the Council on Aging adopted a new senior meals program with meals to be provided to our seniors with in house staff at the Community Center. The Council on Aging also worked on new policies to protect seniors by addressing credentialing for financial, legal and medical advice offered through the Community Center.

Town Meeting and the Legislature authorized the sale of a small piece of town owned land behind Cranberry Valley's sixteenth tee and Town Meeting authorized the purchase of a 2.2 acre parcel of land owned by Matthew Sutphin near Island Pond and a 7.34 acre parcel of land between Walker's and Eldridge Ponds owned by Jim Marceline.

A personal highlight for me was accepting U.S. Senator John Kerry's invitation in June to attend Massachusetts Day at the Russell Senate Office Building, United States Senate in Washington D.C. and hear speeches from many of the Nation's leaders. In July, we experienced another highlight hosting Lieutenant Governor Tim Murray and his Municipal Cabinet at our Community Center, where we discussed various State programs.

In conclusion, I want to publicly thank our employees and our Committee volunteers who work tirelessly for Harwich's benefit. I especially want to thank my Assistant, Nan Balmer, who works on a multitude of assignments, including personnel administration, cable franchise negotiations, insurances and housing. I also want to acknowledge Sandy Robinson and Ann Steidel, who set the bar high and keep our office functioning very professionally. Finally, I want to publicly thank all the members of the Board of Selectmen, who have given me the privilege of serving you, the residents of Harwich.

Respectfully submitted,

James R. Merriam  
*Town Administrator*

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

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

## **REGULATORY REVIEW**

29 applications were submitted to the Planning Board in 2009:

- 2 were withdrawn, 1 was redirected to the Board of Appeals, 1 was denied, 2 were continued, and 23 were approved
- 6 Preliminary and 6 Definitive Subdivisions resulted in the creation of 6 new residential building lots
- 4 Approvals Not Required (ANR)
- 3 Site Plans and 3 Waivers of Site Plan review
- 4 Special Permits
- 2 road name changes
- 1 review of roads under Section 81FF

In addition to these applications, the Planning Board approved the Old Post Road betterment petition. The Planning Department logged in 65 requests for information on regulatory issues. The Department held 1 departmental pre-application meeting for the Back Office building near Saquatucket Harbor. It also coordinated a staff review meeting of sites proposed for affordable housing under the American Dream program.

Amendments approved at 2009 Town Meeting were incorporated into the Zoning By-laws: Commercial Wind Turbines, Signs and Driveway Width. Codification of the General and Zoning By-laws also was approved in 2009. A printed version of the codified by-laws should be available in early 2010.

Several Zoning By-law Amendments are in progress for 2010 Town Meeting: Accessory Apartments, Definition of Building Height, Outdoor Lighting, and Boundaries of the Drinking Water Resource Protection District.

## **PLANNING**

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

- East Harwich – Peter DeBakker
- Traffic Safety – Alan Peterson
- Water Quality – Alan Atkinson



- Trails – John Follas
- Capital Outlay – Joe McParland
- Community Preservation – Matt McCaffery

### **Local Comprehensive Plan**

The Planning Board and Planning Department's major focus in 2009 was preparation of the 2010 Local Comprehensive Plan. The Board stated at the outset its intention of creating a concise and action-oriented plan. The plan will have specifically defined goals, consistent with the Vision Statement. It will gather input from town departments, boards, residents and taxpayers. Steps taken in 2009 towards adoption of the Local Comprehensive Plan included:

- Approval of a Vision Statement, July 2009
- Requests for input distributed to Departments, Boards and Committees, August 2009
- Kick-off meeting, August 2009
- Bikeways, Sidewalks and Trails meeting, September 2009
- Progress report to Board of Selectmen and discussion of coordination with Regional Plan, October 2009
- Housing meeting, October 2009
- Harwich Port and Water Quality meeting, November 2009
- Open Space meeting, December 2009
- Summary of major points presented to Planning Board, December 2009

An initial draft of the Local Comprehensive Plan will be reviewed by the Planning Board in early 2010. A number of specific plans already have been approved by individual departments and boards, and these plans will be included by reference. Plans received to date are:

- Open Space and Recreation Plan (draft)
- Housing Production Plan
- Council on Aging Strategic Plan
- Cranberry Valley Golf Course Capital Projects Plan
- Harbors and Marine Facilities Analysis Report

The Local Comprehensive Plan must consider the state and regional context. The Planning Board intends first to analyze the needs of the town and then to consider appropriate local, regional and state objectives and strategies.

After review of the draft plan, the Planning Board will hold public hearings, seek review by the Board of Selectmen, and bring the plan as an Article to Town Meeting.

## **East Harwich**

A member of the Planning Board and the Town Planner participated in the East Harwich Collaborative's continuing studies on the future of East Harwich. A group of "Year 2" studies were completed in 2009. A consultant presented a "Zoning Framework" report to an audience of over 40 people in October. The presentation provided details for a village zoning district with mixed residential and commercial uses in a pedestrian-friendly environment. The zoning document recommended a lower-density clustered residential district at the perimeter of the village district. Preliminary details were presented to the Planning Board in a separate meeting. The Planning Board noted its intention to view East Harwich zoning proposals in the context of overall town land use goals.

Another study nearing completion in 2009 was a report on traffic improvements that would be needed in connection with buildout of the East Harwich village zoning district. The East Harwich Collaborative reviewed a draft of that study at the end of the year, and a final report should be available to the public in early 2010.

"Year 3" reports planned for 2010 include a zoning implementation study and a "public realm" study including parks in the village district and connections to rural open space.

## **Open Space and Recreation Plan**

The Planning Board prepared an Open Space and Recreation Survey that was distributed to voters on Town Meeting day. 239 surveys were completed and returned. These surveys served as input into the draft Open Space and Recreation Plan which was submitted to the Massachusetts Executive Office of Energy and Environmental Affairs (EOEEA) in July. The draft plan was approved and enabled the Town to successfully apply for and receive a major grant for acquisition of the Sutphin property for conservation purposes. At the end of 2009, the draft Open Space and Recreation Plan was being revised based on comments received from EOEEA. The final plan should be completed in 2010.

## **Bikeways/Sidewalks**

The Planning Department participated in an effort to coordinate bikeway and sidewalk planning throughout the town. A major goal was to link the rail trail and Harwich Center to Harwich Port and beaches/harbors. Issues being addressed include limited funding sources, State ownership of Route 28 and permitting issues, limited right-of-way and mature trees on older roads such as Bank Street, and wetland/environmental issues along Forest Road and similar routes. The Planning Department will continue to meet with relevant departments and committees including Public Works, Bikeways, Traffic Safety, and Recreation.

Bikeway/sidewalk planning in Harwich also should coordinate with regional efforts. As part of this goal, the Planning Department and Bikeways Committee participated in the Cape Cod Bicycle Feasibility Study sponsored by the Cape Cod National Seashore and the Cape Cod Commission.

### **Water Quality**

A member of the Planning Board and the Town Planner participated on the Wastewater Management Subcommittee, charged with overseeing preparation of the multi-year Comprehensive Wastewater Management Plan. One of the major tasks in 2009 was screening of possible effluent disposal sites. Planners offered comments on site selection criteria and advantages/disadvantages of specific sites. Consultants for the project are refining site selection options based on planning input.

The Planning Department also participated with planners from Brewster, Chatham and Orleans on the Pleasant Bay Alliance watershed work group. A main topic of discussion in 2009 was potential replacement of a narrow Route 28 culvert that restricts flow in Muddy Creek. Initial environmental analysis indicates that water quality could be dramatically improved if the existing culvert is replaced with a larger one.

### **Harbors**

The Planning Department met with the Harbormaster to discuss planning and construction needs for the town's harbors and coastal infrastructure. Using information from recent engineering reports, we anticipate that the town will soon apply for a grant for a major project such as dredging of Allen Harbor or replacement of the fishing pier in Wychmere Harbor.

### **Public Information**

A major effort of the Planning Department in 2009 was improvement of information services. The Town's rejuvenated GIS system includes parcel data; boundaries of all zoning and overlay districts; resource data – water bodies, wetlands, flood plains, vernal pools, rare species habitat, wildlife habitat; cranberry bogs and agricultural land; transportation – road classes and bicycle routes; and aerial photos. GIS maps have been used to date in preparation of the Open Space and Recreation Plan and Local Comprehensive Plan; review of district boundaries – Harwich Center, Harwich Port and Drinking Water Overlay District; and planning for bicycle route and harbor infrastructure.

The Planning Department also is working on improvements to the planning section of the Town of Harwich website. Our goal is to provide ready public access to all application forms, bylaws, planning studies, and meeting agendas/minutes.

Planning Board members participated in two public information sessions on Channel 18 in 2009 – one on the new sign by-law and one on wastewater treatment.

## **BOARD MEMBERSHIP**

The Planning Board has positions for 7 regular members and 2 alternates. The Board wishes to note the public service contributions of William Stoltz and Timothy Klink who both resigned during the year. Alan Peterson moved from an alternate to a regular member. Tom Stello was appointed as a new alternate member when Mr. Klink resigned and subsequently moved to a position as a regular member when Mr. Stoltz resigned. Currently, there is a vacancy for 1 alternate position.

## **DEPARTMENT STAFF**

Both members of the Planning Department are new in 2009 – Elaine Banta, Principal Planning Clerk, and David Spitz, Town Planner.

Respectfully submitted,

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

# Report of the Board of Registrars

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The report of the Harwich Board of Registrars for the calendar year 2009 is as follows:

## **VOTER TOTALS – REPORT AS OF DECEMBER 2009**

<b>Ward 0</b>	<b>PREC 1</b>	<b>PREC 2</b>	<b>PREC 3</b>	<b>PREC 4</b>	<b>TOTALS</b>
DEMOCRAT	693	626	613	651	2583
REPUBLICAN	485	509	524	369	1887
GREEN PARTY USA	1	1	0	1	3
GREEN-RAINBOW	4	3	1	2	10
INTER. 3RD PARTY	1	2	1	2	6
CONSTINTUTION PARTY	1				1
LIBERTARIAN	3	3	10	6	22
UNENROLLED	1398	1307	1602	1267	5574
GRAND TOTALS	2586	2451	2751	2298	10086

The 2009 census enumerated a population of 12,564 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 2009. 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 2009 there was a February Special Town Meeting, the May Annual Town Meeting and Election, another Special Town Meeting in November and a Special State Primary for the Congress.

The Board of Selectmen appointed Louise Mihovan to another three year term on the Board of Registrars.

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

Respectfully submitted,

Juell Buckwold  
Louise R. Mihovan  
Dorothy Hemmings  
Anita N. Doucette, Town Clerk  
*Board of Registrars*

# TOWN RECORDS

## *Report of the* **Town Clerk**

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### **Fees Collected – Fiscal Year 2008-2009**

Marriage Intentions	\$	2,340.00
Birth Certificates		2,480.00
Death Certificates		11,040.00
Marriage Certificates		1,740.00
Dog Licenses		13,433.00
Board of Appeals Fees		7,200.00
Business Certificates		3,820.00
Fish & Wildlife Licenses Fees		244.40
Photocopies		559.30
Non-Criminal Violation Payments – Police		750.00
Non-Criminal Violation Payments – Harbor		25.00
Non-Criminal Violation Payments – Conservation		300.00
Underground Fuel Tanks		350.00
Raffle Permits		100.00
Utility Poles		40.00
Burial Permits		1,380.00
 Total Amount Collected:	 \$	 45,801.70
 Total Amount to Treasurer:	 \$	 45,801.70

**Fishing, Hunting, Sporting & Trapping Licenses and Stamps Sold  
FY 2008/2009**

59 Resident Fishing	@\$28.50 =	\$ 1,681.50
05 Resident Fishing Minor	@ 12.50 =	62.50
14 Resident Fishing (65-69)	@ 17.25 =	241.50
57 Resident Fishing (70 +)	@ .00 =	.00
20 Non-Resident Fishing	@ 38.50 =	770.00
07 Non-Resident Fishing – 3 day	@ 24.50 =	171.50
02 Non-Resident Fishing Minor	@ 12.50 =	25.00
02 Resident Fishing – 3 day	@ 13.50 =	27.00
01 Duplicate Fishing	@ 2.50=	2.50
17 Resident Hunting	@ 28.50 =	484.50
01 Resident Hunting (65-69)	@ 17.25 =	17.25
09 Resident Sporting	@ 46.00 =	414.00
03 Resident Sporting (65-69)	@ 26.00 =	78.00
21 Resident Sporting (70 +)	@ .00 =	.00
16 Archery Stamps	@ 5.10 =	81.60
18 Waterfowl Stamps	@ 5.00 =	90.00
18 Primitive Firearm Stamps	@ 5.10 =	91.80

Total Licenses & Stamps: 305	4,238.65
Less Fees Withheld	<u>244.40</u>
Amount Paid to Div. of Fisheries & Wildlife	\$ 3,994.25

***Vital records for 2009 Annual Town Report***

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

***Number of Births - 74  
Number of Deaths - 243  
Number of Marriages - 60***

**COMMONWEALTH OF MASSACHUSETTS  
TOWN OF HARWICH  
SPECIAL TOWN MEETING  
FEBRUARY 5, 2009**

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, February 5, 2009, at 7:00 P.M., then and there to act on the following articles:

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

Given under our hands this 22nd day of December, 2008

s/Robin D. Wilkins, Chairman  
s/David W. Marsland  
s/Lawrence P. Cole  
s/Edward McManus  
s/Angelo S. LaMantia  
BOARD OF SELECTMEN

A true copy Attest:

s/Oliver E. Pelton  
Constable  
January 16, 2009

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 the 5<sup>th</sup> day of February, 2009 at the time and place for the purpose herein named by posting up attested copies hereon in the four (4) Post Office buildings and in Town Hall in the Town of Harwich, which covers all four precincts, at least fourteen (14) days before the time of said meeting as within directed, and causing an attested copy thereof to be published in the Cape Cod Chronicle published in Barnstable County and having its circulation in the Town of Harwich.



s/Oliver E. Pelton  
Constable

On Monday, February 2<sup>nd</sup> the Chairman of the Board of Selectman, Robin Wilkins as the Acting Town Moderator and the Town Clerk, Anita N. Doucette went to at the Community Center, and. Robin Wilkins read the following statement:

It has come to my attention that the warrant for the February 5, 2009 meeting incorrectly refers to the meeting being held on a Monday, rather than on Thursday. It is my opinion that the reference in the warrant to "Monday" does not mean that the meeting should begin tonight, Monday, February 2, 2009, and that instead the meeting should take place in due course on February 5, 2009 as scheduled. Nevertheless, in order to proceed with an abundance of caution, as recommended by Town Counsel the Town Clerk and I have appeared here this evening to "open" the meeting and "continue" it to Thursday, February 5, 2009 at 7:00 p.m. at the Community Center, 100 Oak Street. If I hear no objections, I will consider such motion duly made and approved.

On Thursday, February 5, 2009, the Moderator, Michael D. Ford, Esq., called the meeting to order at 7:00 PM when a quorum of 150 was met, having 275 registered voters in attendance. Before town business began, Town Clerk, Anita N. Doucette read the Warrant and Return of Warrant. The Harwich Special Town Meeting was held in the Community Center on 100 Oak Street, the Town Meeting began with:

### **SUPPLEMENT RESERVE FUND**

**ARTICLE 1** To see if the Town will vote to transfer from available funds a sufficient sum of money to supplement the Reserve Fund and to act fully thereon. By request of the Finance Committee.

**THE FINANCE COMMITTEE WILL MAKE A RECOMMENDATION AT TOWN MEETING. VOTE: YES-7, NO-0**

**MOTION:** (Linda Cebula-Finance Committee) I move that this article be accepted and adopted and that \$50,000.00 be transferred from Free Cash for this purpose.

Duly seconded

**ACTION:** Motion carried

## **FOUNDATION RESERVE AWARD**

**ARTICLE 2** To see if the Town will vote to transfer from available funds the amount of \$80,000 awarded from the Massachusetts Department of Elementary and Secondary Education to be used for School technology, and to act fully thereon. By request of the Harwich School Department.

**THE FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED AND FUNDED FOR \$80,000 AND RESTRICTED TO SCHOOL TECHNOLOGY UPON RECEIPT OF FUNDS FROM THE STATE. VOTE: YES-7, NO-0**

**MOTION:** (Linda Cebula-Finance Committee) I move that this article be accepted and adopted and that \$80,000.00 be transferred from the Department of Education Pothole Reserve Grant account for School technology.

Duly seconded

**ACTION:** It was so voted.

## **APPROVE WATER ENTERPRISE FUND TRANSFER**

**ARTICLE 3** To see if the Town will vote to transfer \$186,793.06 from the Water Enterprise fund to the FY 09 Water Department operating budget in order for the Water Department to meet Fiscal Year 2009 financial obligations, and to act fully thereon. By request of the Water Superintendent and Water Commissioners. Estimated Cost: \$186,793.06

Electric Utility	\$ 55,696.55
Energy Supplies (Propane)	\$ 12,844.51
Direct/Indirect Costs	\$105,752.00
Chemicals	<u>\$ 12,500.00</u>
	\$186,793.06

**THE FINANCE COMMITTEE WILL MAKE A RECOMMENDATION AT TOWN MEETING. VOTE: YES-7, NO-0**

**MOTION:** (Linda Cebula-Finance Committee) I move that this article be accepted and adopted and the sum of \$186,793.06 be transferred from the Water Enterprise Fund to the FY09 Water Department Operating Budget as follows:

Electric utility	\$ 55,696.55
Energy supply (propane)	\$ 12,844.51
Direct/Indirect costs	\$105,752.00
Chemicals	\$ 12,500.00
Total	\$186,793.06

Duly seconded

**ACTION:** It was so voted

## **FUND NEW HEATING SYSTEM AT FIRE STATION 2**

**ARTICLE 4** To see if the Town will vote to transfer from available funds, or borrow a sufficient sum of money to replace the heating system at Fire Station 2 in East Harwich and to act fully thereon. By request of the Fire Chief. Estimated Cost: \$30,000.

**THE FINANCE COMMITTEE WILL MAKE A RECOMMENDATION AT TOWN MEETING. VOTE: YES-7, NO-0**

**MOTION:** (Linda Cebula-Finance Committee) I move that this article be accepted and adopted and the sum of \$20,000.00 be transferred from Free Cash for this purpose.

Duly seconded

**ACTION:** It was so voted.

## **DESIGN/ENGINEERING FEES FOR RTE. 137 CORRIDOR**

**ARTICLE 5** To see if the Town will vote to transfer from available funds, and/or borrow in accordance with Chapter 44 of the M.G.L. or any other enabling authority, a sufficient sum of money for Design/Engineering fees to design the Route 137 corridor from the Brewster town line to the Chatham town line in accordance with Mass Highway standards and to act fully thereon. By request of the DPW Director. Estimated Cost: \$ 327,800.

**THE FINANCE COMMITTEE WILL MAKE A RECOMMENDATION AT TOWN MEETING. VOTE: YES-7, NO-0**

**MOTION:** (Linda Cebula-Finance Committee) I move that this article be accepted and adopted and the sum of \$327,800.00 be transferred from Chapter 90 for this purpose.

Duly seconded

**ACTION:** Motion carried

## **RESERVE FOR FUTURE APPROPRIATION AMOUNTS FROM FY 2009 COMMUNITY PRESERVATION FUND ESTIMATED ANNUAL REVENUES**

**ARTICLE 6** To see if the Town will vote to reserve for future appropriation amounts from FY 2009 Community Preservation Fund estimated annual revenues as recommended by the Community Preservation Committee as follows:

1. a sum of money for the acquisition, creation and preservation of open space excluding land for recreational use;

2. a sum of money for the acquisition, preservation, restoration and rehabilitation of historic resources;
3. a sum of money for the acquisition, creation, preservation and support of community housing; and
4. a sum of money for the Community Preservation Fund FY 2009 Budgeted Reserve;

and to act fully thereon. By request of the Community Preservation Committee.

**THE FINANCE COMMITTEE WILL MAKE A RECOMMENDATION AT TOWN MEETING. VOTE: YES-7, NO-0**

**MOTION:** (Linda Cebula-Finance Committee) I move that this article be indefinitely postponed.

Duly seconded

**ACTION:** This article was indefinitely postponed.

**COMMUNITY PRESERVATION ACT LEGISLATIVE AMENDMENT**

**ARTICLE 7** To see if the Town will vote to support a Legislative amendment to the Community Preservation Act which was limited by the Seidman v. Newton case, that will allow CPA Funds to be used to rehabilitate existing outdoor parks and other recreational resources, and to act fully thereon. By request of the Community Preservation Committee.

**THE FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED FOR MAINTENANCE ON CPC PROJECTS. VOTE: YES-6, NO-1**

**MOTION:** (Linda Cebula-Finance Committee) I move that this article be accepted and adopted

Duly seconded

**ACTION:** It was a unanimous vote, so declared.

**AUTHORIZE USE OF TEXEIRA PROPERTY  
FOR AGRICULTURAL PURPOSES**

**ARTICLE 8** To see if the Town will authorize the Board of Selectmen to file a home rule petition in the following form, provided, however, that the General Court may make clerical or editorial changes of form only to the bill, unless the Board of Selectmen approves amendments to the bill before enactment by the General Court, and provided further that the Board of Selectmen is hereby authorized to approve amendments which shall be within the scope of the general public objectives of this petition:

## **AN ACT AUTHORIZING THE TOWN OF HARWICH TO USE CERTAIN LAND FOR AGRICULTURAL PURPOSES.**

**Section 1.** Notwithstanding the provisions of Section 7 of Chapter 293 of the Acts of 1998 entitled “An Act Relative to the Establishment of the Cape Cod Open Space Land Acquisition Program,” the Town of Harwich is hereby authorized to use the parcel of land described in section 3 of this act for agricultural purposes.

**Section 2.** Pursuant to Article 97 of the Amendments to the Massachusetts Constitution, agricultural use of said land is hereby authorized.

**Section 3.** The land subject to the act is described as follows: the property situated at 525 and 527 Queen Anne Road and shown on Harwich Assessors Map 71 as Parcels A1-1, containing 7.61 acres more or less, and A1-2, containing 9.02 acres more or less, being formerly owned by Arthur J. Texeira, and having been acquired by the Town as authorized by Article 10 of the Special Town Meeting held May 2, 2000 for the purposes of preservation, open space, conservation and passive recreation.

**Section 4.** This act shall take effect upon passage.

and to act fully thereon. By request of the Agricultural Commission.

### **THE FINANCE COMMITTEE WILL MAKE A RECOMMENDATION AT TOWN MEETING. VOTE: YES-7, NO-0**

**MOTION:** (Linda Cebula-Finance Committee) I move that this article be indefinitely postponed.

Duly seconded

**ACTION:** This article was indefinitely

### **GENERAL BYLAW – HARBOR DREDGING BETTERMENT COST ALLOCATION**

**ARTICLE 9** To see if the Town will vote to amend the general bylaws of the Town by adding a new section to Article II, Part 15 as follows:

#### **Harbor Dredging Betterment Assessment Cost Allocation**

Pursuant to chapter 80 of the General Laws of Massachusetts, the Board of Selectmen may establish a betterment program whereby those properties that benefit directly from the dredging of inner harbors or rivers in the Town of Harwich shall be assessed their proportionate share of the project's total cost.

Once the Board of Selectmen has declared that it is prepared to begin the permitting process for the particular dredging operation, the betterment program may be initiated by a petition signed by the direct abutters that are entitled to the dredging permits that cover a majority of the area to be dredged. The Town will be considered a direct abutter for any Town owned dock space or mooring fields as well as for the channels. The Board of Selectmen will determine the appropriate cost for each abutter, including the Town, based on the percentage of the total dredged area covered by the specific abutter's dredging permit and will cause the appropriate assessment to be applied to individual tax bills annually pursuant to said chapter 80. The Board of selectmen is hereby authorized to enact regulations to carry out the purposes of this bylaw, and to act fully thereon. By request of the Board of Selectmen.

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

**MOTION:** (Linda Cebula-Finance Committee) I move that this article be accepted and adopted

Duly seconded

**ACTION:** It was a unanimous vote, so declared.\_

**CALEB CHASE LEGISLATION**

**ARTICLE 10** To see if the Town will vote to petition the General Court for special legislation to establish Caleb Chase Revenue Account for the Town of Harwich, provided, however, that the General Court may make clerical or editorial changes of form only to the bill, unless the Board of Selectmen approves amendments to the bill before enactment by the General Court, and provided further that the Board of Selectmen is hereby authorized to approve amendments which shall be within the scope of the general public objectives of this petition:

**AN ACT AUTHORIZING THE TOWN OF HARWICH TO ESTABLISH THE CALEB CHASE REVENUE ACCOUNT**

Notwithstanding any general or special law to the contrary, the Town of Harwich, shall be authorized to design and designate a place on its municipal real estate tax bills whereby taxpayers of Harwich may voluntarily check off, donate and pledge an amount not less than \$1 or such other designated amount which shall increase the amount otherwise due, and said amount to be deposited in the Caleb Chase Gift Account to be used for the support of the poor.

Any amounts donated to the Caleb Chase Gift Account shall be deposited into a special account in the general treasury and shall be in the custody of the Town Treasurer. The Treasurer shall invest said funds subject to the same provisions and limitations of the Massachusetts General Laws as applicable to trust fund investments. The Caleb Chase Gift Account, together with the interest earned thereon, shall be used for the purpose specified in this section without further appropriation.

The Gift Account shall only be expended to the terms identified in the Caleb Chase Board of Selectmen Policy. The Board of Selectmen, shall adopt rules and regulations to carry out the provisions of this section and to identify the receipts of such aid. The Town Accountant shall provide an annual financial report of the activities of the Caleb Chase Gift Account to the Board of Selectmen.

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

**THE FINANCE COMMITTEE WILL MAKE A RECOMMENDATION AT TOWN MEETING. VOTE: YES-7, NO-0**

**MOTION:** (Linda Cebula-Finance Committee) I move that this article be accepted and adopted

Duly seconded

**ACTION:** It was a unanimous vote, so declared.

**ACCEPT MASSACHUSETTS GENERAL LAWS**  
**CHAPTER 59 SECTION 57C QUARTERLY TAXES**

**ARTICLE 11** To see if the Town will vote to accept Massachusetts General Laws Chapter 59 Section 57C, said change to take effect FY 2010 and to act fully thereon. By request of the Board of Selectmen.

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

**MOTION:** (Linda Cebula-Finance Committee) I move that this article be accepted and adopted

Duly seconded

**ACTION:** A standing count was taken, 148 YES, 80 NO, the motion carried.

**ACCEPT THE PROVISIONS OF M.G.L. CH. 59 SUBSECTION 2A(A) -**  
**CHANGE GROWTH DATE FROM JANUARY 1 TO JUNE 30**

**ARTICLE 12** To see if the Town will vote to accept the provisions of Section 40 of Chapter 653 of the 1989 (amending M.G.L. Ch. 59 subsection 2A(a)),

“In any city or town which accepts the provisions of this sentence, buildings and other things erected on or affixed to land during the period beginning on January second and ending on June thirtieth of the fiscal year preceding that to which the tax relates shall be deemed part of such real property as of January first.” Said change to take effect FY 2010 and to act fully thereon. By request of the Board of Selectmen.

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

**MOTION:** (Linda Cebula-Finance Committee) I move that this article be accepted and adopted, effective FY2011.

Duly seconded

**ACTION:** The motion carried.

**MEDICARE EXTENSION PLANS;**  
**MANDATORY TRANSFER OF RETIREES**

**ARTICLE 13** To see if the Town will vote to accept M.G.L. Ch. 32B Section 18A that requires all retirees, their spouses and dependents who are enrolled in Medicare Part A at no cost to a retiree, their spouse or dependents, be required to enroll in a Medicare health benefits supplement plan offered by the town, and to act fully thereon. By request of the Board of Selectmen.

**Explanation:** The new Section 18A allows communities to enroll only those who retire after the community adopts the provision – without any affect on those who had retired previously, and without having to pay a federal penalty.

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

**MOTION:** (Linda Cebula-Finance Committee) I move that this article be indefinitely postponed.

Duly seconded

**ACTION:** This article was indefinitely postponed.

**SPECIAL LEGISLATION / ROOMS OCCUPANCY TAX**

**ARTICLE 14** To see if the Town will vote to authorize the Board of Selectmen to petition the General Court for special Home Rule legislation which will:

Notwithstanding any general or special law to the contrary, the town of Harwich may impose a room occupancy tax, in addition to any such occu-



pancy tax currently allowed by law, on any vacation or leisure accommodation, including but not limited to apartments, single or multiple family housing, cottages, condominiums and time share units or any other such temporary occupancy not currently defined in Massachusetts General Laws, chapter 64G. Vacation or leisure accommodation is defined as occupancy for a price to be paid and intended at the time of contract to be for a period of sixty consecutive days or less regardless of whether such use and possession is as a lessee, tenant, guest or licensee. The maximum room occupancy tax for such occupancy shall be at the same rate as the municipal portion of the room occupancy for the town of Harwich under Massachusetts General Laws, chapter 64G, and to act fully thereon. Before enactment this tax will require a subsequent Town Meeting approval. By request of the Board of Selectmen.

**THE FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED. VOTE: YES-5, NO-2**

**MOTION:** (Linda Cebula-Finance Committee) I move that this article be accepted and adopted.

Duly seconded

After much discussion a motion was made and seconded to terminated debate, this vote required a 4/5 majority vote to pass, it was a unanimous vote, so declared.

**ACTION:** The motion did not carry.

### **SPECIAL LEGISLATION / HOTEL TAX**

**ARTICLE 15** To see if the Town will vote to ask the Legislature to enact Section 28 of the Governor's Municipal Partnership Act which would increase the maximum local option hotel tax from 4 percent to 5 percent of the rent for occupancy, and to act fully thereon. Before enactment this tax will require a subsequent Town Meeting approval. By request of Board of Selectmen.

**THE FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED. VOTE: YES-4, NO-3**

**MOTION:** (Linda Cebula-Finance Committee) I move that this article be accepted and adopted.

Duly seconded

**ACTION:** The motion did not carry.

### **SPECIAL LEGISLATION / MEALS TAX**

**ARTICLE 16** To see if the Town will vote to ask the Legislature to enact Section 29 of the Governor's Partnership Act which would allow cities and

towns by local option to impose a meals tax of up to 2 percent of gross receipts. Before enactment this tax will require a subsequent Town Meeting approval. Twenty-five percent of the amount collected under this section and of new amounts collected under Section 28 (hotel tax) would be deposited in a reserve fund in the executive office for administration and finance to be used for the purpose of reimbursing cities and towns for property taxes abated for qualifying senior citizens. The balance would be distributed to each city or town that adopts this tax in proportion to the amount received in that city or town and to act fully thereon. By request of the Board of Selectmen

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

**MOTION:** (Robert Weisner) I move that this article accepted and adopted.

Duly seconded

After much discussion a motion was made and seconded to terminated debate, this needed a 4/5 majority vote to pass, it was a unanimous vote, so declared.

**ACTION:** This motion did not carry.

#### **CAPE & VINEYARD ELECTRIC COOPERATIVE MEMBERSHIP**

**ARTICLE 17** To see if the Town will vote to apply for membership in the Cape & Vineyard Electric Cooperative, Inc. (the "Cooperative"), and further to authorize the Board of Selectmen to negotiate terms and conditions of its membership in the Cooperative, and to act fully thereon. By request of Utility and Energy Conservation Commission.

**THE FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED. VOTE: YES-4, NO-3**

**MOTION:** (Linda Cebula-Finance Committee) I move that this article be accepted and adopted

Duly seconded

**ACTION:** It was a unanimous vote, so declared.

#### **AMEND ZONING BY LAWS - DRIVEWAY WIDTH CHANGE**

**ARTICLE 18** To see if the Town will vote to delete and rewrite Section IX (Off-Street Parking and Loading Requirements), paragraph 9.3.5 (Design Requirements), sub-paragraph 9.3.5.8 to change the maximum width of a driveway in a commercial or industrial zone from 30 feet to 50 feet, differentiate between residential and non-residential uses, and allow for greater width with justification, so that it reads:

“Any entrance or exit driveway for a single or two-family residential use shall not exceed twenty four (24) feet in width at its intersection with the front lot line. For any multi-family, commercial, industrial use, any entrance or exit driveway shall not exceed fifty (50) feet in width when measured in the aforesaid manner. Should a driveway for a multi-family, commercial or industrial use require a width in excess of 50 feet, justification for this increase in width shall be provided by the applicant to the Planning Board for review as part of the Site Plan review process.”

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

Explanation: Several projects have been brought before the Board of Appeals in the last year seeking additional driveway width for commercial and industrial projects. With the changes over time in the size and design of trucks that deliver to commercial and industrial uses, it is a matter of public safety to amend the by-law.

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

**MOTION:** (Linda Cebula-Finance Committee) I move that this article be accepted and adopted.

Duly seconded

Planning Board Report was read by Matthew McCaffery:

**TOWN OF HARWICH  
PLANNING DEPARTMENT**

February 4, 2009

To: Board of Selectmen

From: Planning Board

RE: Planning Board Report to Town Meeting  
Article 18 – Driveway Width Change

On December 23, 2008, the Planning Board held a public hearing on the proposed amendment to proposed zoning amendment for Article 18 – Driveway Width Change. During the public discussion a request was made to amend the second part of the last sentence so that it reads –

“...justification for this increase in width shall be provided by the applicant to the Planning Board for review, ~~and~~ **approval or denial** as part of the Site Plan review process.”

The Planning Board unanimously voted in favor with 7 votes (MCCAFFERY, FOLLAS, MCPARLAND, KLINK, NORDSTROM, DE BAKKER, ATKINSON) to recommend the article as amended to Town Meeting.

**AMEND THE MAIN MOTION:** (Matthew McCaffery-Planning Board) I move that the article be accepted and adopted as printed in the warrant with the following changes: in the last sentence insert the words “approval or denial” after the word “review” so that it reads-  
“...justification for this increase in width shall be provided by the applicant to the Planning Board for review, ~~and~~ **approval or denial** as part of the Site Plan review process.”

Duly seconded

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

**ACTION ON MAIN MOTION AS AMENDED:** It was a ruled to have received the necessary 2/3 vote, this motion passed.

#### **LEASE PAYMENT – TOWN OWNED LAND ON SISSON ROAD**

**ARTICLE 19** To see if the Town will vote to authorize the Board of Selectmen to reserve for future appropriation any lease payment and/or contribution by the Affordable Housing Developer (for new construction) to support work for the existing building (Recreation Building) shown on Assessor’s Map 40 as Parcel Z5, located at 265 Sisson Road, Harwich Center for the purposes and upon the terms and conditions set out in the vote under Article 59 of the 2006 Annual Town meeting, as amended by the vote under Article 13 of the February 11, 2008 Special Town meeting, as amended by the vote under Article 11 of the May 8, 2008 Special Town meeting and on such other terms and conditions as the Selectmen may determine and to act fully thereon. By Request of the Harwich Housing Committee.

**THE FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED. VOTE: YES-5, NO-2**

**MOTION:** (Linda Cebula-Finance Committee) I move that this article be accepted and adopted

Duly seconded

**ACTION:** The motion carried.

#### **LEASE PAYMENT – TOWN OWNED LAND IN WEST HARWICH**

**ARTICLE 20** To see if the Town will vote to authorize the Board of Selectmen to reserve for future appropriation any lease payment and/or contribution by the Affordable housing Developer (for new construction) to support work for the existing building (West Harwich School) shown of Assessors

Map10 as Parcel G1, located at 5 Bells Neck Road, West Harwich for the purposes and upon the terms and conditions set out in the vote under Article 60 of the 2006 Annual Town Meeting, as amended by the vote under Article 13 of the February 11, 2008 Special Town Meeting, as amended by the vote under Article 12 of the May 8, 2008 Special Town meeting and on such other terms and conditions as the Selectmen may determine and to act fully thereon. By Request of the Harwich Housing Committee.

**THE FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED. VOTE: YES-4, NO-3**

**MOTION:** (Linda Cebula-Finance Committee) I move that this article be accepted and adopted

Duly seconded

**ACTION:** The motion carried

**AMEND ARTICLE 59 AND ARTICLE 60 OF THE  
2006 ANNUAL TOWN MEETING**

**ARTICLE 21** To see if the Town will vote to amend Article 59 – lease Property for Multi-Purpose Use in Harwich Center, and Article 60 – Lease Property for Multi-Purpose Use in West Harwich of the May 2006 Annual Town Meeting and insert “Affordable Housing” between “Educational” and “or other” in paragraph 2 which would now read as follows:

*“2. The existing Building for Arts, Cultural, Educational, Affordable Housing or other use as deemed appropriate by the Board of Selectmen.”*

and to act fully thereon. By Request of the Harwich Housing Committee.

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

**MOTION:** (Linda Cebula-Finance Committee) I move that this article be accepted and adopted.

Duly seconded

**ACTION:** A standing count was taken; YES 62 NO 89, the motion did not carry.

**GRANT EASEMENT FOR SERVICE TO NEW POLICE STATION**

**ARTICLE 22** To see if the Town will vote to authorize the Board of Selectmen to grant to Verizon New England Inc. and NStar Electric Company perpetual rights and easements for telephone and electric services to be installed on (1) parcel of land at 175 Sisson Road identified by Assessor’s Map

31, Parcel H1-4, being the site of the new police station, on such terms and conditions and for such consideration as the Selectmen may determine, which may be nominal consideration, and to act fully thereon. By request of the Board of Selectmen.

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

**MOTION:** (Linda Cebula-Finance Committee) I move that this article be accepted and adopted.

Duly seconded

**ACTION:** It was a unanimous vote, so declared.

**GRANT EASEMENT FOR UNDERGROUND UTILITY SYSTEM FOR SERVICE TO GOMES WAY HOUSING PROJECT**

**ARTICLE 23** To see if the Town will vote pursuant to G.L. c. 40 §15 to authorize the Board of Selectmen to convey to Verizon New England Inc., NSTAR Electric Company, National Grid, and Comcast Corporation, their successors and assigns, on such terms and conditions and for such consideration as the Selectmen may determine, which may be nominal consideration, for the purpose of providing service to the housing development underway on Gomes Way, perpetual non-exclusive rights and easements for telecommunications, electric, gas, cable and any and all other utility services to be installed over, under or on the roadway shown as “Gomes Way” on a plan entitled “Grading & Drainage Plan, Gomes Way, Harwich, MA,” dated February 4, 2008, by J.M. O'Reilly & Associates, Inc., and on file with the Town Clerk, which roadway is a portion of the premises shown as “Parcel 1” and “Proposed 50'Easement” on a plan entitled “Plan of Proposed Land Acquisition, E. Harwich, Mass.” dated March 30, 1990, revised July 26, 1990, by Harwich Engineering Department, recorded with Barnstable Registry of Deeds in Plan Book 477, Page 98, as corrected by notice recorded in Book 7435 Page 82, and further described in an Order of Taking by Eminent Domain recorded with said Deed in Book 10319 Page 125, and to act fully thereon. By request of the Board of Selectmen.

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

**MOTION:** (Linda Cebula-Finance Committee) I move that this article be accepted and adopted.

Duly seconded

**ACTION:** It was a unanimous vote, so declared.

## **SAQUATUCKET HARBOR PARKING LOT LEASE**

**ARTICLE 24** To see if the Town will vote to authorize the Selectmen to lease a portion of the Saquatucket Harbor Parking Lot in Harwich Port shown as Assessor's Map 15, Parcel T3 for use during the off-season for boat storage purposes. Said lease to be for a term of up to five (5) years, and on such other terms and conditions as the Selectmen deem appropriate, and to act fully thereon. By request of the Board of Selectmen and Harbormaster.

**THE FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED. VOTE: YES-5, NO-2**

**MOTION:** (Linda Cebula-Finance Committee) I move that this article be accepted and adopted.

Duly seconded

**ACTION:** The motion did not carry.

## **SELL PARCEL FOR AFFORDABLE HOUSING**

**ARTICLE 25** To see if the Town will vote to transfer the care, custody, control, and management of the following parcels of land from the board or officer that currently has custody of the land for the purpose for which it is currently held to the Board of Selectmen to be held for the purpose of conveyance: a parcel of land located off Driftwood Lane and as shown on Assessor's Map 53, Parcel G3-1, containing 8.74 acres; subject to all conditions as stated in Article 41 of the 2004 Annual Town Meeting with the exception of the condition that the Town of Harwich maintain ownership of the land, and to further authorize the Board of Selectmen to convey the fee or a lesser interest in said parcel pursuant to the public bidding requirements of the Uniform Procurement Act, Chapter 30B of the General Laws, if applicable, provided that the Board of Selectmen is authorized to negotiate the terms and conditions of the conveyance determined to be in the best interests of the Town including retaining a permanent affordable housing deed restriction in perpetuity in the name of the Town, and provided further that said conveyance shall be subject to the terms of the existing leases on the property, and to act fully thereon. By request of Habitat for Humanity.

**THE FINANCE COMMITTEE WILL MAKE A RECOMMENDATION AT TOWN MEETING. VOTE: YES-7, NO-0**

**MOTION:** (Linda Cebula-Finance Committee) I move that this article be accepted and adopted with the following change: delete the words "and provided further that said conveyance shall be subject to the terms of the existing leases on the property."

Duly seconded

**ACTION:** It was a unanimous vote, so declared.

## **LAND FOR AFFORDABLE HOUSING**

**ARTICLE 26** To see if the Town would vote to transfer the care, custody, control, and management of the following parcels of land from the board or officer that currently has custody of the land for the purpose for which it is currently held to the Board of Selectmen to be held for the purpose of conveyance; and to further authorize the Board of Selectmen to convey the fee or a lesser interest in said parcel pursuant to the public bidding requirements of the Uniform Procurement Act, Chapter 30B of the General Laws, if applicable, provided that the Board of Selectmen is authorized to negotiate the terms and conditions of the conveyance determined to be in the best interests of the Town including retaining a permanent affordable housing deed restriction in perpetuity in the name of the Town:

Assessor's Map 10, Parcel X3	70 Willow Street	May 2001 STM – Article 3
Assessor's Map 30, Parcel A3	7 Old Campground Road	May 2001 STM – Article 3
Assessor's Map 21, Parcel E4-2	109 Sisson Road, Harwich	May 2003 ATM – Article 36
Assessor's Map 66, Parcel A1-91-94	754 Depot Street, Harwich	May 2008 ATM – Article 56
Assessor's Map 85, Parcel S102	13 Haromar Heath	May 2008 ATM – Article 56

and to act fully thereon. By request of the Harwich Housing Committee.

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

**MOTION:** (Linda Cebula-Finance Committee) I move that this article be accepted and adopted.

Duly seconded

**ACTION:** It was a unanimous vote, so declared.

## **FUND SCHOLARSHIP AWARDS FOR PROJECT CONTEMPORARY COMPETITIVENESS**

**ARTICLE 27** To see if the Town will vote to raise and appropriate transfer from available funds for the Board of Selectmen and School Committee to award scholarships which will defray the cost of tuitions and related expenses to seventh, eighth and ninth grade students residing in Harwich to participate in Project Contemporary Competitiveness at Bridgewater State College and the Advanced Studies and Leadership program at Mass Maritime Academy and to act fully thereon. By Petition. Estimated cost: \$15,000.

**THE FINANCE COMMITTEE WILL MAKE A RECOMMENDATION AT TOWN MEETING. VOTE: YES-5, NO-0**



**MOTION:** (Linda Cebula-Finance Committee) I move that this article be accepted and adopted and the sum of \$15,000.00 be transferred from Free Cash for this purpose.

Duly seconded

**ACTION:** This motion did not carry.

At 11:00 PM on February 5, 2009, a motion was made and seconded to adjourn the Special Town Meeting, duly seconded and so voted.

**THE FOLLOWING ARTICLES WERE PASSED AT THE  
SPECIAL TOWN MEETING  
FEBRUARY 5, 2009**

**COMMUNITY PRESERVATION**

ARTICLE 7 COMMUNITY PRESERVATION ACT LEGISLATIVE AMENDMENT

**GENERAL BY-LAW - AMENDMENT**

ARTICLE 9 GENERAL BY-LAW – HARBOR DREDGING BETTERMENT  
COST ALLOCATION

**CALEB CHASE**

ARTICLE 10 CALEB CHASE LEGISLATION

**ACCEPT MASSACHUSETTS GENERAL LAWS**

ARTICLE 11 ACCEPT MASSACHUSETTS GENERAL LAWS CHAPTER  
59 SECTION 57C QUARTERLY TAXES

ARTICLE 12 ACCEPT THE PROVISIONS OF M.G.L. CH. 59 SUBSEC-  
TION 2A(A) - CHANGE GROWTH DATE FROM JANUARY  
1 TO JUNE 30

**CAPE & VINEYARD ELECTRIC COOPERATIVE MEMBERSHIP**

ARTICLE 17 CAPE & VINEYARD ELECTRIC COOPERATIVE MEMBERSHIP

**ZONING BY-LAW - AMENDMENT**

ARTICLE 18 AMEND ZONING BY LAWS - DRIVEWAY WIDTH CHANGE

**LEASE**

ARTICLE 19 LEASE PAYMENT – TOWN OWNED LAND ON SISSON  
ROAD

ARTICLE 20 LEASE PAYMENT – TOWN OWNED LAND IN  
WEST HARWICH

### **EASEMENTS**

ARTICLE 22 GRANT EASEMENT FOR SERVICE TO NEW POLICE STATION

ARTICLE 23 GRANT EASEMENT FOR UNDERGROUND UTILITY SYSTEM FOR SERVICE TO GOMES WAY HOUSING PROJECT

### **HOUSING**

ARTICLE 25 SELL PARCEL FOR AFFORDABLE HOUSING

ARTICLE 26 LAND FOR AFFORDABLE HOUSING

### **APPROPRIATIONS VOTED UNDER ARTICLES SPECIAL TOWN MEETING FEBRUARY 5, 2009**

#### **FROM FREE CASH**

ARTICLE 1 SUPPLEMENT RESERVE FUND \$50,000.00

ARTICLE 4 FUND NEW HEATING SYSTEM  
AT FIRE STATION 2 \$20,000.00

#### **FROM OTHER AVAILABLE FUNDS**

ARTICLE 2 FOUNDATION RESERVE AWARD \$ 80,000.00

ARTICLE 5 DESIGN/ENGINEERING FEES FOR  
RTE 137 CORRIDOR \$327,800.00

#### **WATER ENTERPRISE FUND**

ARTICLE 3 APPROVE WATER ENTERPRISE  
FUND TRANSFER \$186,793.06

**COMMONWEALTH OF MASSACHUSETTS  
TOWN OF HARWICH  
ANNUAL TOWN MEETING  
MAY 4, 2009**

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 4, 2009 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 16<sup>th</sup> day of March, 2009

s/Robin D. Wilkins, Chairman

s/David W. Marsland

s/Lawrence P. Cole

s/Edward J. McManus

s/Angelo S. La Mantia

BOARD OF SELECTMEN

A true copy Attest:

s/David A. Robinson

Constable

April 16, 2009

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 4<sup>th</sup> day of May, 2009 at the time and place for the purpose herein named by posting up attested copies thereon in the four (4) Post Office Buildings and in Town Hall in the Town of Harwich, which covers all four precincts, at least fourteen (14) days before the time of said meeting as within directed, and causing an attested copy thereof to be published in the Cape Cod Chronicle published in Barnstable County and having its circulation in the Town of Harwich.

On Monday, May 4, 2009, the Moderator, Michael D. Ford, Esq., called the meeting to order at 7:00 PM when a quorum of 150 was met, having 368 registered voters in attendance. Before town business began, Town Clerk, Anita N. Doucette read the Warrant and Return of Warrant. The Harwich Annual Town Meeting was held in the Community Center on 100 Oak Street, the Town Meeting began with:

### **TOWN OFFICERS AND COMMITTEES**

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

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

**MOTION:** (Dana DeCosta, Chairman-Finance Committee) I move that this article be accepted and adopted.

Duly seconded

**ACTION:** So voted

At this time the Moderator, Michael D. Ford, Esq. reserved the right to make the appointments at a later time.

### **REPORTS OF TOWN OFFICERS AND COMMITTEES**

**ARTICLE 2.** To hear reports of all Town Officers and Committees for the year 2008. Customary article.

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

**MOTION:** (Dana DeCosta, Chairman-Finance Committee) I move that this article be accepted and adopted.

Duly seconded

**ACTION:** So voted

### **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, 2009 and ending June 30, 2010 as follows, and to act fully thereon. Estimated cost: \$78,954.22.

Selectmen (5)	.....\$1,500.00 (each)
Moderator	.....\$300.00
Town Clerk	.....\$ 69,654.22
Water Commissioners (3)	.....\$500.00 (each)

**THE FINANCE COMMITTEE RECOMMENDS THAT THIS ARTICLE BE ACCEPTED AND ADOPTED TO SET SALARIES OF ELECTED OFFICIALS. CUSTOMARY ARTICLE. VOTE: YES-5, NO-0.**

**MOTION:** (Dana DeCosta, Chairman-Finance Committee) I move that this article be accepted and adopted as follows:

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

**ACTION:** So voted

**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 2010, and to act fully thereon. (BUDGET – SEE APPENDIX B). Estimated cost: \$45,939,612.

**THE FINANCE COMMITTEE WILL MAKE ITS RECOMMENDATION AT TOWN MEETING. VOTE: YES-5, NO-0.**

**MOTION:** (Dana DeCosta, Chairman-Finance Committee) I move that this article be accepted and adopted as printed in the warrant under the column voted BOARD of SELECTMEN FY 2010, except Line item # 35 Repairs to Public Buildings to restore / repair and preserve the exterior of the mid-1800's era school house on Sisson Road change to \$50,000; Line item #49a Emergency Telecommunications Salaries and wages change to \$511,104; Line item #60 Harwich Public Schools to \$14,509,519; Line item #63 Highways and Maintenance Salaries and wages change to \$1,784,582; Line item #79 Community Center Commission Salary and wages change to \$209,165; Line #82 Council on Aging expense to \$49,309; Line item #88 Brooks Library Salary and wages \$418,625; Line item #109 General Insurance changed to \$494,255 and the sum of \$46,078,695 be appropriated for this purpose. That to raise this appropriation, the sum of \$44,029,402 be raised and appropriated, and that \$641,296 be transferred from the Water Enterprise Fund, and that \$839,872 be transferred from the CPC Fund, undesignated fund balance to pay for current Land Bank debt service, and the sum of \$50,000 be transferred from the Community Preservation Act (Historic) undesignated fund balance, and that \$183,000 be transferred from the Cable Fund, and that \$17,250 be transferred from the Septic Loan Betterment Fund, and that \$75,000 be transferred from the Library Grant, and that \$125,000 be transferred from the Waterways Management Fund,

and that \$100,000 be transferred from Overlay Surplus, and that \$17,875 be transferred from the FEMA Fund.

Duly seconded

At this time, Robin Wilkins, Chairman-Board of Selectmen read the Board of Selectmen report to Town Meeting.

**ACTION:** It was a unanimous vote, so declared.

### **WATER BUDGET**

**ARTICLE 5.** To see if the Town will vote to raise and appropriate and/or transfer from available funds such sums of money as may be required to defray Water Department Operating Budget for Fiscal Year 2010, and to act fully thereon. By request of the Water Commissioners and Superintendent. Estimated cost: \$2,321,953.

**THE FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED AND \$2,321,953 BE FUNDED FROM AVAILABLE FUNDS. VOTE: YES-5, NO-0.**

**MOTION:** (Dana DeCosta, Chairman-Finance Committee) I move that this article be accepted and adopted and the sum of \$2,321,953 be appropriated from the Water Enterprise Fund for this purpose.

Duly seconded

**ACTION:** It was so voted.

### **CAPITAL PLAN ADOPTION**

**ARTICLE 6.** 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 2016 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.

**THE FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED. THIS IS A PLAN OF PROJECTED CAPITAL EXPENDITURES FOR THE FUTURE. VOTE: YES-5, NO-0.**

**MOTION:** (Dana DeCosta, Chairman-Finance Committee) I move that this article be accepted and adopted.

Duly seconded

**ACTION:** It was so voted.

FY 2010-2016 CAPITAL PLAN	FY 10	FY 11	FY 12	FY 13	FY 14	FY 15	FY 16
<b>ITEM</b>							
<b>Construction Projects</b>							
New Police Station Construction							
Rec & Youth bathroom @ Long Pond	100,000						
New High School Plans			1,000,000				
New High School Construction				15,000,000			
Waste Water Management Design				1,000,000			
Waste Water Management Construction					5,000,000	5,000,000	5,000,000
Golf Course Tee Box/Paving/building Maintenance				300,000			
New DPW Maintenance Garage	600,000						
Various Harbor Maintenance/Replacements			416,000	250,000	1,300,000		3,829,200
Engineering Study of Harbor Needs							
Various Bulkhead Replacement		300,000	300,000				
Main Station Roof Replacement	2,129,200						200,000
<b>Total Construction Projects</b>	<b>2,829,200</b>	<b>300,000</b>	<b>1,716,000</b>	<b>16,550,000</b>	<b>6,300,000</b>	<b>5,000,000</b>	<b>9,029,200</b>
<b>Recurring Items and Maintenance</b>							
Highway Roads & Sidewalks Maintenance	750,000	750,000	750,000	700,000	700,000		50,000
Various Channel Dredging	150,000	88,000	215,000	262,000		40,000	
Basin Dredging		2,000,000				1,500,000	
<b>Total Construction &amp; Recurring</b>	<b>3,729,200</b>	<b>3,138,000</b>	<b>2,681,000</b>	<b>17,512,000</b>	<b>7,000,000</b>	<b>6,540,000</b>	<b>9,079,200</b>
<b>Vehicle Replacement</b>							
Fire Rescue Vehicle		185,000			185,000		
Breathing apparatus	80,000	80,000					
Fire Engine						500,000	
Ladder Truck			550,000				
Refurbish ladder truck	250,000						
Highway Sweeper			175,000				
Roll-off Truck							
Landfill Loader			150,000				
Landfill Road Tractor					130,000		
Highway Dump truck		125,000					
Highway Loader				125,000		150,000	
<b>Total Vehicle Replacement</b>	<b>330,000</b>	<b>390,000</b>	<b>875,000</b>	<b>310,000</b>	<b>130,000</b>	<b>835,000</b>	
<b>TOTAL PLAN</b>	<b>4,059,200</b>	<b>3,528,000</b>	<b>3,556,000</b>	<b>17,822,000</b>	<b>7,130,000</b>	<b>7,375,000</b>	<b>9,079,200</b>
<b>Water Department</b>							
Water Main Project	FY 10	FY 11	FY 12	FY 13	FY 14	FY 2015	
New Well Source Investigation	300,000	300,000	300,000	300,000	300,000	300,000	
Repaint Lothrop and route #39 water tanks	200,000	200,000	100,000	100,000			1,000,000
New Water Treatment Plant	400,000	2,100,000					
New Water Treatment Plant				9,000,000			
Water Department Total	4,900,000	2,600,000	400,000	9,400,000	300,000	300,000	1,000,000
<b>TOTAL PLAN PLUS WATER</b>	<b>8,959,200</b>	<b>7,128,000</b>	<b>3,956,000</b>	<b>22,222,000</b>	<b>7,430,000</b>	<b>7,675,000</b>	<b>10,079,200</b>

\*All cost estimates are approximate in out years and subject to change. These are local estimate cost only.

PROPOSED AMENDMENTS TO CAPITAL PLAN 2010 – 2016		RECOMMEND FY10	FY 11	FY 12	FY 13	FY 14	FY 15	FY 16
GENERAL GOVERNMENT								
Town Hall HVAC- Phase 2 (duct/ controls)		125,800	120,000					
Town Hall HVAC- Phase 3 (boiler)								
Total General Government		125,800	120,000	-	-	-	-	-
FIRE								
Fire Rescue Vehicle			185,000		185,000		185,000	
Breathing apparatus	80,000		80,000					
Fire Engine				550,000			500,000	
Expansion of fire station #2				2,000,000				
Main Station Roof Replacement								2,00,000
Refurbish ladder truck	200,000							
Total Fire Department	280,000	2,65,000	2,550,000	185,000	-	685,000	200,000	
SCHOOLS								
New High School Plans				2,000,000				
New High School Construction					40,000,000			
Total Schools	-	-	-	2,000,000	40,000,000	-	-	-
PUBLIC WORKS								
Highway Paving	125,000	750,000	750,000	700,000	700,000			
New Sidewalks	-	100,000	50,000	50,000	50,000		50,000	50,000
Vehicle Maintenance, garage		600,000						
Vehicle replacements	139,000	219,000	325,000	172,000	280,000		250,000	302,000
Route # 137 road improvement plans	327,800							
Total Public Works	591,800	1,669,000	1,125,000	922,000	1,030,000	300,000	352,000	
RECREATION								
Bathroom /paving @ Long Pond		100,000						
Multi- purpose Fields- Com. Ctr	250,000							
Bathroom @ Pleasant Rd		50,000						
Bathroom @ Sand Pond			50,000					
Bathroom @ Wychmere Harbor					50,000			
Bathroom @ Bank Street							50,000	
Total Recreation	250,000	150,000	-	50,000	50,000		50,000	-
CRANBERRY VALLEY GOLF								
Golf Course Tee Box Upgrade	25,000							
Cart path paving	0	400,000						
Parking lot paving								
Maintenance Building Improvements	-					300,000		
Replace Golf cart storage building	-						400,000	
Total Cranberry Valley Golf	25,000	400,000	-	-	300,000	400,000	-	
WATERWAYS/ HARBORS								
Bathroom @ Allen Harbor			50,000					
Various Dredging	150,000	88,000	2,175,000	302,000	160,000		1,300,000	
Infrastructure Maint/Replacement	-	212,625	567,000	100,000	410,000		250,000	3,829,200
Total Waterways/ Harbors	150,000	300,625	2,792,000	402,000	570,000		1,550,000	3,829,200



PROPOSED AMENDMENTS TO CAPITAL PLAN 2010 – 2016	RECOMMEND FY10	FY 11	FY 12	FY 13	FY 14	FY 15	FY 16
WASTE WATER MGMT.							
Waste Water Management Design		200,000		1,000,000			
Waste Water Management Construction					5,000,000	5,000,000	5,000,000
Total Wastewater Management	-	200,000	-	1,000,000	5,000,000	5,000,000	5,000,000
Total Plan w/o Water Department	1,422,600	2,904,625	8,467,000	41,559,000	1,950,000	2,985,000	4,381,200
WATER DEPARTMENT							
Water Main Project		600,000	300,000	300,000	300,000	1,000,000	1,000,000
New Well Source Investigation		300,000	-				
Rehab/repaint Route #39 Tank		1,310,900					
Repaint Lothrop and route #39 water tanks		1,251,000					
New Wells Site #10			2,000,000				
Construct Transmission Main	1,000,000						
design/engineering Chatham Rd Treatment	500,000						
Iron/manganese treatment at Chatham Rd Wells		4,000,000					
Connecting to treatment plant phase #1				3,000,000	4,000,000		
Connecting to treatment plant phase #2					4,300,000	1,000,000	1,000,000
Total water Department	1,500,000	7,451,900	2,300,000	3,300,000			
Total Plan (Including Water)	2,922,600	10,356,525	10,767,000	45,859,000	11,250,000	8,985,000	10,381,200

SMALLER CAPITAL REQUESTS	FY10	FY 11	FY 12	FY 13	FY 14	FY 2015	FY 2016
WATER DEPARTMENT							
Pick up Truck	Cap Outlay	40,000			45,000	80,000	80,000
Backhoe							
Total Water Department		40,000	-	-	45,000	80,000	80,000
FIRE DEPARTMENT							
Fire Protection Clothing	52,700						
Hose nozzles etc.	-	9,200	9,200	9,200	9,200		
Replace boiler at #2 Station							
Total Fire Department	30,000	9,200	9,200	9,200	9,200	-	-
Highway (see Vehicle Replacement Plan)	82,700						
Rolloff Pup Trailer	23,350						
Total Small Capital	106,050	49,200	9,200	9,200	54,200	80,000	80,000

## **FUND THE ROAD MAINTENANCE PROGRAM**

**ARTICLE 7.** To see if the Town will vote to raise and appropriate, borrow and/or transfer from available funds in accordance with Chapter 44 of the M.G.L. or any other authorizing authority, the sum of \$750,000 to fund the "Road Maintenance Program" and Phase II Stormwater Compliance, as requested in the Capital Plan for FY 2010. The appropriation authorized by this vote shall not take effect until the Town votes to exempt from the limitation on total taxes imposed by M.G.L. c.59, § 21C (proposition 2 ½) the amounts required to pay the principal of and the interest on any borrowing authorized under this article, and to act fully thereon. By request of the DPW Director. Estimated Cost: \$750,000.

**THE FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED WITH \$350,000 AS A CAPITAL EXPENDITURE. VOTE: YES-3, NO-2**

**MOTION:** (Edward McManus, Selectman) I move that this article be accepted and adopted to fund the Road Maintenance Program as in the Capital Plan for Fiscal Year 2010 and the sum of \$350,000 be raised and appropriated for this purpose; provided, however, that the appropriation authorized by this vote shall not take effect until the Town votes to exempt from the limitation on total taxes imposed by G.L. c.59, §21C (Proposition 2 ½ ) the amount required to pay for the capital outlay expenditure authorized by this vote in Fiscal Year 2010. Duly seconded

**AMEND THE MAIN MOTION:** (Pete Watson, Finance Committee) I move to amend the main motion by striking the amount of \$350,000.00 and inserting in its place thereof the amount of \$1.00. Duly seconded

**ACTION ON THE AMENDMENT:** The amendment did not carry.

**ACTION:** Motion carried

## **REFURBISHING OF 1993 E-ONE AERIAL LADDER TRUCK**

**ARTICLE 8.** To see if the Town will vote to raise and appropriate, borrow and/or transfer from available funds a sufficient sum of money to fund the maintenance and refurbishing of the Harwich Fire Department's 1993 E-One Hurricane, Aerial Ladder Truck . The appropriation authorized by this vote shall not take effect until the Town votes to exempt from the limitation on total taxes imposed by M.G.L. c.59, § 21C (proposition 2 ½) the amounts required to pay the principal of and the interest on any borrowing authorized under this article, and to act fully thereon. By request of the Fire Chief. Estimated Cost: \$200,000.

**THE FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE INDEFINITELY POSTPONED. VOTE: YES-4, NO-1.**

**MOTION:** (Dana DeCosta, Chairman-Finance Committee) I move that this article be accepted and adopted to refurbish a 1993 E-One aerial ladder truck as in the Capital Plan for Fiscal Year 2010 and the sum of \$200,000 be transferred from the Stabilization Fund for this purpose.

Duly seconded

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

**LEASE OR PURCHASE AND EQUIP VEHICLES**

**ARTICLE 9.** To see if the Town will vote to raise and appropriate, borrow, and/or transfer from available funds, and/or borrow a sufficient sum of money to lease or purchase and equip the following vehicles, and further to authorize the Town to enter into a lease/purchase agreement or agreements for a term of up to five years. The appropriation authorized by this vote shall not take effect until the Town votes to exempt from the limitation on total taxes imposed by M.G.L. c.59, § 21C (proposition 2 ½) the amounts required to pay the principal of and the interest on any borrowing authorized under this article.

<u>DPW</u>	<u>Estimated Purchase Cost</u>
One (1) new one-ton dump truck with plow (highway)	\$48,616
One (1) new one-ton pickup truck with plow (cemetery)	\$40,598

and further to authorize the trade-in or sale of the following old vehicles toward the purchase price, where the Board of Selectmen find that the vehicles cannot be utilized elsewhere in the Town:

One (1) 1996 F-250 pickup truck  
One (1) 1996 F-350 dump truck

and to act fully thereon. By request of the DPW Director. Estimated Cost: \$89,214.

**THE FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED AND FUNDED FROM AVAILABLE FUNDS. VOTE: YES-5, NO-0.**

**MOTION:** (Dana DeCosta, Chairman-Finance Committee) I move that this article be accepted and adopted and that \$89,214 be transferred from Free Cash for the following:

Highway and Maintenance

One (1) new one ton dump truck with plow (Highway) \$48,616  
One (1) new one ton pickup truck with plow (Cemetery) \$40,598  
And to authorize the Board of Selectmen to trade-in or sell:  
One (1) 1996 F-250 pickup truck and  
One (1) 1996 F-350 dump truck.

Duly seconded

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

**PURCHASE/EQUIP NEW EQUIPMENT**

**ARTICLE 10** To see if the Town will vote to raise and appropriate, borrow and/or transfer from available funds a sufficient sum of money to purchase and equip the following equipment:

<u>DPW</u>	<u>Estimated Purchase Cost</u>
One (1) new Rolloff Pup Trailer (disposal)	\$24,000
One (1) new 15 inch industrial wood chipper (highway)	\$45,000

and further to authorize the trade-in or sale of the following old vehicle toward the purchase price, where the Board of Selectmen find that the vehicles cannot be utilized elsewhere in Town:

One (1) 1991 Eager Beaver Wood Chipper

and to act fully thereon. By request of the DPW Director. Estimated Cost: \$69,000

**THE FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED AND FUNDED FROM AVAILABLE FUNDS. VOTE: YES-5, NO-0.**

**MOTION:** (Dana DeCosta, Chairman-Finance Committee) I move that this article be accepted and adopted and that \$69,000 be transferred from Free Cash for the following:

Highway and Maintenance

One (1) new rolloff pup trailer (Disposal) \$24,000  
One (1) new 15 inch industrial chipper (Highway) \$45,000  
And to authorize the Board of Selectmen to trade-in or sell:  
One (1) 1991 Eager Beaver Wood Chipper

Duly seconded

**ACTION:** It was a unanimous vote, so declared.

**REPLACE A PORTION OF THE ROOF OF THE  
DPW MAINTENANCE BUILDING**

**ARTICLE 11.** To see if the Town will vote to raise and appropriate, borrow and/or transfer from available funds a sufficient sum of money to replace a portion of the roof of the DPW Maintenance building. The appropriation authorized by this vote shall not take effect until the Town votes to exempt from the limitation on total taxes imposed by M.G.L. c.59, § 21C (proposition 2 ½) the amounts required to pay the principal of and the interest on any borrowing authorized under this article, and to act fully thereon. By request of the DPW Director. Estimated cost: \$24,500.

**THE FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED AND THE SUM OF \$24,500 FUNDED FROM AVAILABLE FUNDS. VOTE: YES-5, NO-0.**

**MOTION:** (Dana DeCosta, Chairman-Finance Committee) I move that this article be accepted and adopted and the sum of \$24,500 be transferred from Free Cash for this purpose.

Duly seconded

**ACTION:** It was a unanimous vote, so declared.

**DESIGN AND ENGINEER GREENSAND  
WATER TREATMENT FACILITY**

**ARTICLE 12.** To see if the Town will vote to transfer from available funds and/or borrow funds, under M.G.L. Ch. 44 and/or from the State Revolving Loan Program, Ch. 29c of the M.G.L., as most recently amended by st. 1998, l.78 to engineer and design plans for a Greensand Treatment Facility at the T-2 site and to install a 16" transmission water main between T-2 and the Chatham Rd facilities. This debt is to be paid from the Water Enterprise Fund, and to act fully thereon. By request of the Board of Water Commissioners and the Superintendent. Estimated Cost: \$ 1,500,000.

**Explanation:**

*The Town's two wellfields in the vicinity of Chatham Road are the largest water supplies operated by the Town, providing 60% of the water used to meet our demands. Over the last several years the water from these wells has had progressively increasing levels of iron and manganese, a common problem with Cape Cod water supplies. These compounds aren't harmful, but they impart color into the water and degrade its aesthetics by turning it brown or black. The iron and manganese concentrations have now reached levels where treatment is required to remove these compounds. One of the largest wells within the wellfield that has a capacity of 1 Million Gallons per Day is currently not being used for this reason.*

*This treatment facility will treat 10 of our 14 wells, which would ensure us to provide the highest quality water possible to our customers. The treatment system will consist of a green sand filtration plant that has the ability to remove upwards of 95% of the iron and manganese and will have a capacity of up to 6 Million Gallons per Day. The Water Department has completed an initial study for this plant, which is to be located at the Town's well field off of Depot Road. The overall cost for this project will likely be in the vicinity of \$4.5 Million.*

*Under this Article the design, permitting and bidding of the treatment plant will be completed, and the water transmission main connecting both well fields will be constructed. All of these activities will be performed during FY 2009. This will be a 20 year bond request.*

*This project will be funded through the Water Department enterprise fund by water rate revenues. With a firm construction price received, the Water Commissioners intend to request funding for construction at the FY 2011 Town Meeting. Because the design will be completed and the project "shovel ready", the project will be eligible for any public funding that may become available through either the President's Economic Stimulus package or State-level grant and loan opportunities such as the State Revolving Fund.*

**THE FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED AND THE SUM OF \$1,500,000 FUNDED FROM THE WATER ENTERPRISE FUND. VOTE: YES-5, NO-0.**

**MOTION:** (Dana DeCosta, Chairman-Finance Committee) I move that this article be accepted and adopted and the sum of \$1,500,000 be appropriated for the purpose of financing engineering costs of to construct a new Water Treatment Plant including without limitation all costs thereof as defined in Section 1 of Chapter 29C of the General Laws, as most recently amended by St. 1998, c.78; that to meet this appropriation the Treasurer with the approval of the Selectmen is authorized to borrow \$ 1,500,000 and issue bonds or notes therefore under Chapter 44 of the General laws and/or Chapter 29C of the General laws, as most recently amended by St. 1998, c.78; that such bonds or notes shall be general obligations of the Town unless the Treasurer with the approval of the board of Water Commissioners determines that they should be issued as limited obligations and may be secured by local system revenues as defined in Section 1 of Chapter 29C, as most recently amended by St. 1998, c.78; that the Treasurer with the approval of the Selectmen is authorized to borrow all or a portion of such amount from the Water Pollution Abatement Trust established pursuant to Chapter 29C, as

most recently amended by St. 1998, c.78; and in connection therewith to enter into a loan agreement and/or security agreement with the Trust and otherwise to contract with the Trust and the Department of Environmental Protection with respect to such loan and for any federal or state aid available for the project or for the financing thereof; that the Board of Water Commissioners is authorized to enter into a project regulatory agreement with the Department of Environmental Protection, to expend all funds available for the project and to take any other action necessary to carry out the project.

Duly seconded

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

### **FUND INSTRUCTIONAL TECHNOLOGY HARDWARE AND SOFTWARE FOR THE SCHOOL DEPARTMENT**

**ARTICLE 13.** To see if the Town will vote to raise and appropriate, borrow and/or transfer from available funds a sufficient sum of money to fund instructional technology hardware and software for the School Department, and to act fully thereon. By request of the School Committee. Estimated Cost: \$34,122.

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

**MOTION:** (Dana DeCosta, Chairman-Finance Committee) I move that this article be accepted and adopted and the sum of \$34,122 be transferred from Article 36 of the 2006 Annual Town Meeting for this purpose.

Duly seconded

**ACTION:** It was so voted.

### **FUND PHASE II OF THE REPLACEMENT OF TOWN HALL HVAC UNITS**

**ARTICLE 14.** To see if the Town will vote to raise and appropriate, borrow or transfer from available funds a sufficient sum of money for Phase II of the replacement of the Town Hall HVAC systems. The appropriation authorized by this vote shall not take effect until the Town votes to exempt from the limitation on total taxes imposed by M.G.L. c.59, § 21C (proposition 2 ½) the amounts required to pay the principal of and the interest on any borrowing authorized under this article, and to act fully thereon. By request of the Board of Selectmen. Estimated cost: \$ 125,800.

**THE FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED AND FUNDED FROM AVAILABLE FUNDS. VOTE: YES-5, NO-0.**

**MOTION:** (Dana DeCosta, Chairman-Finance Committee) I move that this article be accepted and adopted and the sum of \$125,800 be appropriated from Free Cash for this purpose.

Duly seconded

**ACTION:** It was so voted.

**PROGRAM TO REPLACE SELF-CONTAINED  
BREATHING APPARATUS**

**ARTICLE 15.** To see if the Town will vote to raise and appropriate, borrow and/or transfer from available funds a sufficient sum of money to fund Phase-2 of a three phase program to replace 37 SELF-CONTAINED BREATHING APPARATUS units and associated compressors and mounting brackets and to act fully thereon. By request of the Fire Chief. Estimated Cost: \$80,000.

*Total cost is \$240,000; Phase two is \$80,000.*

**THE FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED AND FUNDED FROM AVAILABLE FUNDS. VOTE: YES-5, NO-0.**

**MOTION:** (Dana DeCosta, Chairman-Finance Committee) I move that this article be accepted and adopted and the sum of \$80,000 be transferred from Free Cash for this purpose.

Duly seconded

**ACTION:** It was a unanimous vote, so declared.

**ADD TO DREDGING RESERVE FUND**

**ARTICLE 16.** To see if the Town will vote to raise and appropriate, borrow and/or transfer from available funds a sufficient sum of money to dredge various harbors and transfer \$50,000 from the Waterways Management Fund, 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: \$150,000.

**THE FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED AND FUNDED FROM AVAILABLE FUNDS. VOTE: YES-5, NO-0.**

**MOTION:** (Dana DeCosta, Chairman-Finance Committee) I move that this article be accepted and adopted and the sum of \$100,000 be transferred from Free Cash and the sum of \$50,000 be transferred from the Waterways Management Fund for this purpose.

Duly seconded

**ACTION:** It was so voted.



**FUND CONSTRUCTION OF MULTI-PURPOSE  
RECREATION FIELDS**

**ARTICLE 17.** To see if the Town will vote to transfer from Community Preservation Act funds (Recreation) a sum of money for initial site preparation and initial construction of multi-purpose recreation fields behind the Harwich Community Center. This is the final phase of this project, and to act fully thereon. By request of the Community Preservation Committee and the Recreation and Youth Commission. Estimated Cost: \$266,000.

**THE FINANCE COMMITTEE RECOMMENDS THIS ARTICLE TO EXPEND \$266,000 FROM COMMUNITY PRESERVATION FUNDS BE INDEFINITELY POSTPONED. VOTE: YES-5, NO-0.**

**MOTION:** (Larry Cole, Selectman) I move that this article be accepted and adopted and the sum of \$266,000 be transferred from the CPC Fund, (Recreation), undesignated fund balance, to the Harwich Recreation and Youth Commission for this purpose.

Duly seconded

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

**PRESERVATION OF TOWN RECORDS**

**ARTICLE 18** To see if the Town will vote to transfer from Community Preservation Act funds (Historic) a sum of money for the restoration, preservation, and codification/digitization of certain Town records maintained by the Town Clerk. This is phase three, of a projected four phases of this project, and to act fully thereon. By request of the Community Preservation Committee and the Harwich Town Clerk.

**THE FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED AND THE SUM OF \$23,905 FUNDED FROM COMMUNITY PRESERVATION FUNDS AS REQUESTED. VOTE: YES-5, NO-0.**

**MOTION:** (Dana DeCosta, Chairman-Finance Committee) I move that this article be accepted and adopted and the sum of \$24,000 be transferred from the Community Preservation Fund (Historic), undesignated fund balance, for this purpose.

Duly seconded

**ACTION:** It was a unanimous vote, so declared.

**RESTORATION, PRESERVATION AND  
STORAGE OF TOWN RECORDS**

**ARTICLE 19** To see if the Town will vote to transfer from Community Preservation Act funds (Historic) a sum of money for the restoration, preservation, and codification/digitization of certain town records maintained by the Board of Assessors and a storage system therefore. This is the second and final phase of this project, and to act fully thereon. By request of the Community Preservation Committee, the Harwich Tax Assessor, and Harwich Board of Assessors.

**THE FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED AND THE SUM OF \$65,000 FUNDED FROM COMMUNITY PRESERVATION FUNDS AS REQUESTED. VOTE: YES-5, NO-0.**

**MOTION:** (Dana DeCosta, 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 (Historic), undesignated fund balance, for this purpose.

Duly seconded

**ACTION:** It was a unanimous vote, so declared.

**ALBRO HOUSE HISTORIC RESTORATION PROJECT-PHASE I**

**ARTICLE 20** To see if the Town will vote to transfer from Community Preservation Act funds (Historic) a sum of money to preserve and restore, using historically appropriate materials, and/or historically appropriate replacement as necessary, window panes, screens, and storm windows at the Albro House, and to act fully thereon. By request of the Community Preservation Committee and the Youth Counselor.

**THE FINANCE COMMITTEE RECOMMENDS THIS ARTICLE TO EXPEND THE SUM OF \$8,280 FOR UNNECESSARY REPAIRS FROM COMMUNITY PRESERVATION FUNDS BE INDEFINITELY POSTPONED. VOTE: YES-5, NO-0.**

**MOTION:** (Edward McManus, Selectman) I move that this article be accepted and adopted and the sum of \$8,500 be transferred from the Community Preservation Fund (Historic), undesignated fund balance, to the Board of Selectmen for this purpose.

Duly seconded

**ACTION:** It was so voted.

## **PRESERVATION OF HISTORIC BUILDINGS**

**ARTICLE 21** To see if the Town will vote to transfer from Community Preservation Act funds (Historic) a sum of money to preserve threatened historic buildings via identifying and moving those selected historic buildings to an appropriate site in Harwich and to act fully thereon. By request of the Community Preservation Committee, and the Harwich Historical Commission.

**THE FINANCE COMMITTEE RECOMMENDS THIS ARTICLE TO EXPEND THE SUM OF \$45,000 FROM COMMUNITY PRESERVATION FUNDS BE INDEFINITELY POSTPONED. VOTE: YES-5, NO-0.**

**MOTION:** (Larry Cole, Selectman) I move that this article be accepted and adopted and the sum of \$45,000 be transferred from the Community Preservation Fund (Historic), undesignated fund balance, to the Historical Commission for this purpose.

Duly seconded

**ACTION:** It was so voted

## **SOUTH HARWICH MEETING HOUSE RESTORATION PROJECTS**

**ARTICLE 22** To see if the Town will vote to transfer from Community Preservation Act funds (Historic) a sum of money for certain preservation and restoration projects at the South Harwich Meeting House, and to act fully thereon. By request of the Community Preservation Committee and the Friends of the South Harwich Meeting House, Inc.

**THE FINANCE COMMITTEE RECOMMENDS THIS ARTICLE TO EXPEND THE SUM OF \$200,000 FROM COMMUNITY PRESERVATION FUNDS BE INDEFINITELY POSTPONED. VOTE: YES-5, NO-0.**

**MOTION:** (Robin Wilkins, Chairman-Selectman) I move that this article be accepted and adopted and the sum of \$200,000 be transferred from the Community Preservation Fund (Historic), undesignated fund balance, to the Friends of South Meeting House Inc. for this purpose.

Duly seconded

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

**PURCHASE AND INSTALL INTERPRETATIVE SIGNAGE AND  
AT THE BROOKS ACADEMY SITE**

**ARTICLE 23** To see if the Town will vote to transfer from Community Preservation Act funds (Historic) a sum of money for the purchase and installation of interpretative signage at three historic buildings located on the Brooks Academy site, and to act fully thereon. By request of the Community Preservation Committee and the Harwich Historical Society.

**THE FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED AND THE SUM OF \$1,000 BE EXPENDED FROM COMMUNITY PRESERVATION FUNDS. VOTE: YES-5, NO-0.**

**MOTION:** (Dana DeCosta, Chairman-Finance Committee) I move that this article be accepted and adopted and the sum of \$1,000 be transferred from the Community Preservation Fund (Historic), undesignated fund balance, to the Harwich Historical Society for this purpose.

Duly seconded

**ACTION:** It was a unanimous vote, so declared.

**HARWICH HISTORIC CENTER INITIATIVE**

**ARTICLE 24** To see if the Town will vote to transfer from Community Preservation Act funds (Historic) a sum of money for a baseline land survey of the Harwich Historic District (a National Register District), and to act fully thereon. This is Phase I of a three-phase project. By request of the Community Preservation Committee, the Harwich Town Planner and the Harwich Center Initiative Committee.

**THE FINANCE COMMITTEE RECOMMENDS THIS ARTICLE TO EXPEND THE SUM OF \$50,000 FROM COMMUNITY PRESERVATION FUNDS BE INDEFINITELY POSTPONED. VOTE: YES-5, NO-0**

**MOTION:** (Larry Cole, Selectman) I move that this article be accepted and adopted and the sum of \$50,000 be transferred from the Community Preservation Fund (Historic), undesignated fund balance to the Board of Selectmen for this purpose.

Duly seconded

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

**SOUTH HARWICH CEMETERY PRESERVATION  
AND IMPROVEMENTS**

**ARTICLE 25** To see if the Town will vote to transfer from Community Preservation Act funds (Historic) a sum of money to preserve and restore portions of the South Harwich Cemetery, including driveway and parking area relocation, granite post and repair/restoration/replacement of rails (or other historical appropriate materials), ADA-compliant bathroom addition to the South Meetinghouse exterior at the building's rear, and to act fully thereon. By request of the Community Preservation Committee and Harwich Cemetery Commission.

**THE FINANCE COMMITTEE RECOMMENDS THIS ARTICLE TO EXPEND THE SUM OF \$159,000 FROM COMMUNITY PRESERVATION FUNDS BE INDEFINITELY POSTPONED. VOTE: YES-5, NO-0**

**MOTION:** (Paul Doane, Cemetery Commissioner) "The Article be accepted and adopted and the sum of One Hundred Thirty Four Thousand Dollars (\$134,000.00) be transferred from the Community Preservation Fund (historic), to improve and restore portions of the south Harwich Cemetery, under the direction of the Harwich Cemetery Commission, including providing new driveway access and parking area, repair/restore/replacement of galvanized rails, installation of additional granite posts and other historically appropriate materials and to act fully thereon."

Duly seconded

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

**HECH WEST HARWICH RENTAL HOUSING  
PRE-DEVELOPMENT FUNDS**

**ARTICLE 26** To see if the Town will vote to transfer from Community Preservation Act funds (Housing) a sum of money to provide pre-development funds for a HECH West Harwich Affordable Rental Housing project at 93 and 97 Route 28, and to act fully thereon. By request of the Community Preservation Committee and Harwich Ecumenical Council for the Homeless, Inc. (HECH).

**THE FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED AND THE SUM OF \$90,000 BE FUNDED FROM COMMUNITY PRESERVATION FUNDS. VOTE: YES-4, NO-1.**

**MOTION:** (Dana DeCosta, Chairman-Finance Committee) I move that this article be accepted and adopted and the sum of \$90,000 be transferred from the CPC Fund, (Housing) undesignated fund balance, to the Harwich Ecumenical Council for the Homeless, Inc. for this purpose.

Duly seconded

A motion was made and seconded to withdraw this motion.

**MOTION:** (Dana DeCosta, Chairman-Finance Committee) I move that this article be accepted and adopted and the sum of \$90,000.00 be transferred from the CPC Fund, (Housing) undesignated fund balance, to the Harwich Ecumenical Council for the Homeless, Inc. for this purpose, and to authorize the Board of Selectmen to accept and affordable housing restriction in said property.

Duly seconded

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

**FUND AFFORDABLE HOUSING PROJECTS ON  
TOWN PROPERTIES DESIGNATED FOR  
AFFORDABLE HOUSING-PHASE I (Continued)**

**ARTICLE 27** To see if the Town will vote to transfer from Community Preservation Act funds (Housing) a sum of money to be used to assist in the development of affordable housing on certain town properties designated for affordable housing, and to act fully thereon. By request of the Community Preservation Committee and the Harwich Housing Committee.

**THE FINANCE COMMITTEE WILL MAKE ITS RECOMMENDATION  
AT TOWN MEETING. VOTE: YES-5, NO-0.**

**MOTION:** (Dana DeCosta, Chairman-Finance Committee) I move that this article be accepted and adopted and the sum of \$20,000 be transferred from the CPC Fund, (Housing), undesignated fund balance, to the Harwich Housing Committee for this purpose.

Duly seconded

**ACTION:** It was so voted.

**FUND HARWICH AFFORDABLE HOUSING  
BUY-DOWN PROGRAM**

**ARTICLE 28** To see if the Town will vote to transfer from Community Preservation Act funds (Housing) a sum of money for the funding of an affordable housing "Buy-Down" program and to authorize the Board of Selectmen to acquire a permanent deed restriction on any affordable housing units created under this program, and to act fully thereon. By request of the

Community Preservation Committee, the Harwich Housing Committee, and the Harwich Housing Authority.

**THE FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED AND THE SUM OF \$220,000 BE FUNDED FROM COMMUNITY PRESERVATION FUNDS. VOTE: YES-4, NO-1.**

**MOTION:** (Dana DeCosta, Chairman-Finance Committee) I move that this article be accepted and adopted and the sum of \$220,000 be transferred from the CPC Fund, (Housing), undesignated fund balance, to the Harwich Housing Committee for this purpose.

Duly seconded

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

At 11:05pm on Monday May 4, 2009 a motion was made and seconded to adjourn until Tuesday, May 5, 2009 at 7:00pm.

On Tuesday, May 5, 2009, the Moderator, Michael D. Ford, Esq. called the Annual Town Meeting to order at 7:00pm after a quorum of 150 voters had been reached, having 235 registered voters in attendance, and the Annual Town Meeting was opened and began with:

### **FUND TOWN TRAIL SYSTEM IMPROVEMENTS**

**ARTICLE 29** To see if the Town will vote to transfer from Community Preservation Act funds (Recreation) a sum of money for walking trail improvements that will sustain and preserve existing trails, establish and/or improve trails' signage, and enhance parking accessibility, and to act fully thereon. By request of the Community Preservation Committee and the Harwich Trails Committee.

**THE FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED AND THE SUM OF \$2,000 BE FUNDED FROM COMMUNITY PRESERVATION FUNDS. VOTE: YES-5, NO-0.**

**MOTION:** (Dana DeCosta, Chairman-Finance Committee) I move that this article be accepted and adopted and the sum of \$2,000 be transferred from the CPC Fund, undesignated fund balance, to the Harwich Trails Committee for this purpose.

Duly seconded

**ACTION:** It was so voted.

## **FUND PURCHASE OF LAND FOR OPEN SPACE PURPOSES**

**ARTICLE 30.** 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 7.34 acres more or less, which is identified on Assessor's Map 83, Lot S6. The parcel is described in a deed recorded on May 19, 1955 in Book 908, Page 242 and, further, to appropriate a sum of money from the Community Preservation Act Open Space Reserve, and from the estimated annual revenues of the Community Preservation Fund Budgeted Reserve, or any other sum, for said acquisition, appraisals, and closing costs, including all expenses incidental and related thereto, receipts pursuant to the provisions of ch.149, §298 of the Acts of 2004, as amended by Ch. 352, §§129-133 of the Acts of 2004, the so-called Community Preservation Act; to authorize the Board of Selectmen and the Conservation Commission to apply for, accept and expend any funds which may be provided by the Commonwealth or other public sources to defray a portion or all of the costs of acquiring this property, including but not limited to funding under the Self-Help Act, General Laws, ch.132A, §11, and/or the Federal Land & Water Conservation Fund, P.L. 88-568, 78 Stat 897; to authorize the Board of Selectmen to grant to the Harwich Conservation Trust, for no consideration, a perpetual Deed 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 obtain reimbursement funding to be returned to the open space reserve; and to act fully thereon. By request of the Community Preservation Committee and the Real Estate and Open Space Committee.

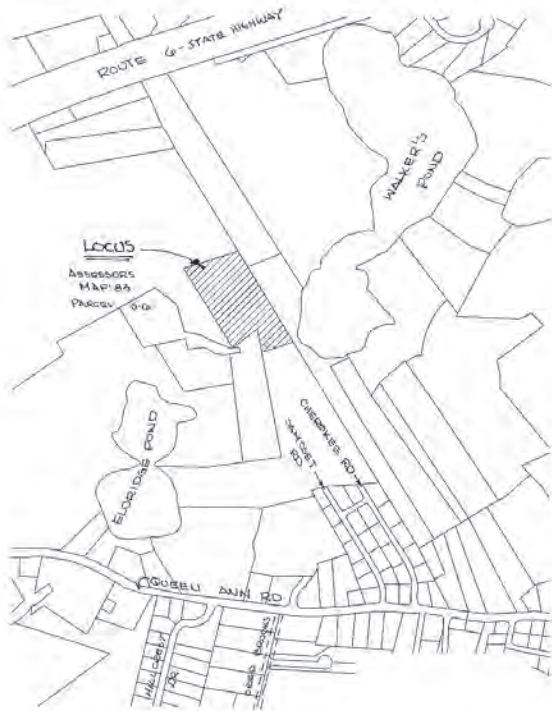
**THE FINANCE COMMITTEE WILL MAKE ITS RECOMMENDATION AT TOWN MEETING. VOTE: YES-5, NO-0.**

**MOTION:** (Dana DeCosta, Chairman-Finance Committee) I move that this article be accepted and adopted and the sum of \$75,000 be transferred from the CPC Fund, (Open Space), undesignated fund balance, for this purpose.

Duly seconded

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





### **FUND PURCHASE OF LAND FOR OPEN SPACE PURPOSES**

**ARTICLE 31.** To see if the Town will vote to authorize the Board of Selectmen to acquire by purchase, gift, or take by eminent domain for open space purposes under the provisions of Massachusetts General Law (MGL), Ch. 40, §8C, land situated in the Town of Harwich, Massachusetts, consisting of 2.90 acres more or less, together with a right of way over Island Pond Trail in Harwich, Massachusetts together with all rights and easements and subject to rights and easements of record, which is identified on Assessor's Map 49, Lot A2-2. The parcel is described in a deed recorded on September 24, 1999 in Book 12560, Page 347 and, further, to appropriate a sum of money from the Community Preservation Act Open Space Reserve and from the estimated annual revenues of the Community Preservation Fund Budgeted Reserve, or any other sum, for said acquisition, appraisals, and closing costs, including all expenses incidental and related thereto, receipts pursuant to the provisions of ch.149, §298 of the Acts of 2004, as amended by Ch. 352, §§129-133 of the Acts of 2004, the so-called Community Preservation Act; to authorize the Board of Selectmen and the Conservation Commission to apply for, accept and expend any funds which may be provided by the Commonwealth or other public sources to defray a portion or all of the costs of acquiring this property, including but not limited to funding under the Self-Help Act, General Laws, ch.132A, §11, and/or the Federal Land & Water

Conservation Fund, P.L. 88-568, 78 Stat 897; to authorize the Board of Selectmen to grant to the Harwich Conservation Trust, for no consideration, a perpetual Deed 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 obtain reimbursement funding to be returned to the open space reserve; and to act fully thereon. By request of the Community Preservation Committee and the Real Estate and Open Space Committee.

**THE FINANCE COMMITTEE WILL MAKE ITS RECOMMENDATION AT TOWN MEETING. VOTE: YES-5, NO-0.**

**MOTION:** (Dana DeCosta, Chairman-Finance Committee) I move that this article be accepted and adopted and the sum of \$370,000 be transferred from the CPC Fund, (Open Space), undesignated fund balance, for this purpose.

Duly seconded

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



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

**ARTICLE 32.** To see if the Town will vote to raise and appropriate and/or transfer from available funds a sufficient sum of money to maintain, update, and/or certify real and personal property valuations and to act fully thereon. By request of the Board of Assessors and the Deputy Assessor. Estimated cost: \$50,000.

*Explanation – To provide a sufficient sum of money for the FY 2010 Revaluation as required by the Massachusetts Department of Revenue.*

*To see if the Town will vote to transfer \$25,000 from Article 7 of the May 2, 2000 Special Town Meeting and \$25,000 from available funds for this purpose and to act fully thereon.*

**THE FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED AND FUNDED FROM AVAILABLE FUNDS. VOTE: YES-5, NO-0.**

**MOTION:** (Dana DeCosta, Chairman-Finance Committee) I move that this article be accepted and adopted and the sum of \$25,000 be transferred from Free Cash and \$25,000 be transferred from Article 7 of the May 2, 2000 Special Town Meeting for this purpose.

Duly seconded

**ACTION:** It was so voted.

**FUND SCHOLARSHIP AWARDS FOR PROJECT  
CONTEMPORARY COMPETITIVENESS**

**ARTICLE 33** To see if the Town will vote to raise and appropriate and/or transfer from available funds for the Board of Selectmen and School Committee to award scholarships which will defray the cost of tuitions and related expenses to seventh, eighth and ninth grade students residing in Harwich to participate in Project Contemporary Competitiveness at Bridgewater State College and the Advanced Studies and Leadership program at Mass Maritime Academy, and to act fully thereon. By request of the Board of Selectmen. Estimated cost: \$15,000.

**THE FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE INDEFINITELY POSTPONED. VOTE: YES-4, NO-1.**

**MOTION:** (Edward McManus, Selectman) 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:** It was so voted

## **LARGE SCALE WIND GENERATION**

**ARTICLE 34.** To see if the Town will vote to amend the Zoning By-law by moving the current Regulations For Wind Energy Systems to Section XIX and adding a new Section XX – Large Scale Wind Generation and to act fully thereon. By request of the Planning Board.

*Explanation: This article will allow Harwich to advance toward the objective of becoming a 'green' community by increasing its capacity for alternative energy systems. Once the by-law is in place the Town can pursue construction & operation of large scale wind turbines by the Cape & Vineyard Electric COOP on municipal land, with Harwich obtaining long term power purchase agreements with no capital investment at approximately 1/3 reduced cost per kilowatt hour. Town could also pursue Federal/State grants to offset part of construction costs to build construct Large Scale Wind Towers and begin reducing its reliance upon energy from fossil fuel sources. Large scale wind towers are proven to be the most efficient and cost-effective source of alternative energy. The feasibility study done for Harwich by Weston and Sampson reports that a majority of the Town's annual demand for electricity can be generated through large-scale wind. This bylaw also provides opportunity for private sector investment in Large Scale Wind towers.*

### **Section XX**

(move current wind by-law to Section XIX)

### **Large Scale Wind Generation**

#### **1.0 Purpose**

The purpose of this by-law is to provide for the construction and operation of large scale wind facilities and to provide standards for the placement, design, construction, monitoring, modification and removal of such wind facilities that address public safety, minimize impacts on scenic, natural and historic resources and provide adequate financial assurance for decommissioning.

#### **1.1 Applicability**

This section applies to all large-scale and on-site wind facilities proposed to be constructed after the effective date of this section. It does not apply to single stand-alone wind turbines under 25 kilowatts of rated nameplate capacity.

Any physical modifications to existing wind facilities that materially alters the type or increases the size of such facilities or other equipment shall require a special permit.

## **2.0 Definitions**

**Height:** The height of a wind turbine measured from natural grade to the tip of the rotor blade at its highest point, or blade-tip height.

**Meteorological or Wind Monitoring Tower:** A temporary tower equipped with devices to measure wind speeds and direction, typically used to determine how much wind is available to generate power from a wind turbine at a site.

**Rated Nameplate Capacity:** The maximum rated output of electric power production equipment. This output is typically specified by the manufacturer in Kilowatts or Megawatts with a “nameplate” on the equipment.

**Special Permit Granting Authority (SPGA):** The SPGA shall be the Planning Board for the issuance of special permits to construct and operate wind facilities.

**Substantial Evidence:** Such evidence as a reasonable mind might accept as adequate to support a conclusion.

**Wind Facility:** All equipment, machinery and structures utilized in connection with the conversion of wind to electricity. This includes, but is not limited to, transmission, storage, collection and supply equipment, support structure, foundations, generation equipment, substations, transformers, service and access roads, and one or more wind turbines.

**Wind Facility, Large Scale:** A wind facility with a rated nameplate capacity of over 25 kilowatts.

**Wind Facility, Municipal:** A wind facility located on town owned property which is designed to provide some portion of its electrical output for the use or benefit of the town and without regard to the ownership of the structure or equipment. A third party may own and operate such facility. The Town may benefit by utilizing a portion or all of the energy generated by the facility and/or the sale of energy and RECS (Renewable Energy Certificates).

**Wind Facility, On-Site:** A wind project, which is located at a commercial, industrial, agricultural, institutional, or public facility that will consume more than 50% of the electricity generated by the project on-site or at other community-owned facilities through virtual net metering in accordance with the Green Communities Act of 2008.

**Wind Facility, Utility-Scale:** A commercial wind facility, where the primary use of the facility is electrical generation to be sold to the wholesale or retail electricity markets.

**Wind turbine:** A device that converts kinetic wind energy into rotational energy that drives an electrical generator. A wind turbine typically consists of a tower, nacelle body, and a rotor with two or more blades.

### **3.0 General Requirements**

#### **3.1 Special Permit Granting Authority (SPGA)**

No wind facility over 25 kilowatts of rated nameplate capacity shall be erected, constructed, installed or modified as provided in this section without first obtaining a permit from the SPGA. The construction of a wind facility shall be permitted in any zoning district subject to the issuance of a Special Permit and provided that the use complies with all requirements set forth in sections 3, 4, 5 and 6. All such wind energy facilities shall be constructed and operated in a manner that minimizes any adverse visual, safety, and environmental impacts. No special permit shall be granted unless the SPGA finds in writing that:

- (a) the specific site is an appropriate location for such use;
- (b) the use is not expected to adversely affect the neighborhood;
- (c) there is not expected to be any serious hazard to pedestrians or vehicles from the use;
- (d) no nuisance is expected to be created by the use; and
- (e) adequate and appropriate facilities will be provided for the proper operation of the use.

Such permits may also impose reasonable conditions, safeguards and limitations and may require the applicant to implement all reasonable measures to mitigate unforeseen adverse impacts of the wind facility, should they occur.

Meteorological or wind monitoring towers shall be permitted in all zoning districts subject to issuance of a building permit for a temporary structure and subject to reasonable regulations concerning the bulk and height of structures and determining yard-size, lot area, setbacks, open space, parking, and building coverage requirements

#### **3.2 Compliance with Laws, Ordinances and Regulations**

The construction and operation of all such proposed wind facilities shall be consistent with all applicable local, state and federal requirements, including but not limited to all applicable safety, construction, environmental, electrical, communications and aviation requirements.

### **3.3 Proof of Liability Insurance**

The applicant shall be required to provide evidence of liability insurance in an amount and for a duration sufficient to cover personal injury to the public and loss of facilities and structures occasioned by the failure of the facility.

### **3.4 Site Control**

At the time of its application for a special permit, the applicant shall submit documentation of actual or prospective control of the project site sufficient to allow for installation and use of the proposed facility. Documentation shall also include proof of control over setback areas and access roads, if required. Control shall mean the legal authority to prevent the use or construction of any structure for human habitation within the setback areas.

## **4.0 General Siting Standards**

### **4.1 Height**

Wind energy conversion facilities shall be no higher than 300 feet above the natural grade. The height of all wind turbines shall be measured to the highest point reached by the rotor blades. The SPGA may allow this height to be exceeded to a maximum of 400 feet as part of the special permit process if the project proponent can demonstrate that the additional height is needed and that the additional benefits of the higher tower outweigh any increased adverse impacts, and satisfies all requirements of this by-law. Monopole towers are the preferred type of support for wind turbines.

### **4.2 Setbacks**

Wind turbines shall be set back from the property line a minimum distance equal to the overall height of the proposed wind turbine.

#### **4.2.1 Setback Waiver**

The SPGA may reduce the minimum setback distance as appropriate based on site-specific considerations, if the project satisfies all other criteria for the granting of a special permit under the provisions of this section.

The SPGA may reduce minimum setback distances as appropriate based on site-specific conditions, and only after review of substantial evidence, including but not limited to detailed engineering reports or product engineering certification, which demonstrate that safety concerns have been minimized and that setbacks have been complied with to a reasonable extent. A request for a waiver from the setback requirements should be supported by a letter from the abutting property owner(s) whose land would be encroached on by the setback indicating their acknowledgement and agreement to waive the setback requirement.

As part of a waiver request, the applicant shall be required to provide evidence of liability insurance in an amount and for duration sufficient to cover loss or damage to persons, structures, or property occasioned by the failure of the facility, including but without limitation coverage for adjacent properties.

## **5.0 Design Standards**

### **5.1 Color and Finish**

The SPGA shall have discretion over the wind facility color, although a neutral, non-reflective exterior color designed to blend with the surrounding environment is encouraged.

### **5.2 Lighting and Signage**

#### **5.2.1 Lighting**

Wind turbines shall be lighted only if required by the Federal Aviation Administration. Lighting of other parts of the wind facility, such as appurtenant structures, shall be limited to that required for safety and operational purposes, and shall be reasonably shielded from abutting properties.

#### **5.2.2 Signage**

Signs on the wind facility shall comply with the requirements of the town's sign regulations, and shall be limited to:

- (a) Those necessary to identify the owner, provide a 24-hour emergency contact phone number, and warn of any danger.
- (b) Educational signs providing information about the facility and the benefits of renewable energy.

#### **5.2.3 Advertising**

Wind turbines shall not be used for displaying any advertising except for reasonable identification of the manufacturer or operator of the wind energy facility.

#### **5.2.4 Utility Connections**

Reasonable efforts shall be made to locate utility connections from the wind facility underground, depending on appropriate soil conditions, shape, and topography of the site and any requirements of the utility provider. Electrical transformers for utility interconnections may be above ground if required by the utility provider.

### **5.3 Appurtenant Structures**

All appurtenant structures to such wind facilities shall be subject to reasonable regulations concerning the bulk and height of structures and determining yard sizes, lot area, setbacks, open space, parking and building coverage requirements. All such appurtenant structures, including but not limited to, equipment



shelters, storage facilities, transformers, and substations, shall be architecturally compatible with each other and shall be contained within the turbine tower whenever technically and economically feasible. Structures shall only be used for housing of equipment for this particular site. Whenever reasonable, structures should be shaded from view by vegetation and/or equipment located in an underground vault or within the base of the support monopole. Structures shall be joined or clustered to avoid adverse visual impacts.

#### **5.4 Support Towers**

Monopole towers are the preferred type of support for the Wind Facilities.

### **6.0 Safety, Aesthetic and Environmental Standards**

#### **6.1 Emergency Services**

The applicant shall provide a copy of the project summary and site plan to the local emergency services entity, as designated by the SPGA. Upon request the applicant shall cooperate with local emergency services in developing an emergency response plan.

#### **6.1.1 Unauthorized Access**

Wind turbines or other structures part of a wind facility shall be designed to prevent unauthorized access.

#### **6.2 Shadow/Flicker**

Wind facilities shall be sited in a manner that minimizes shadowing or flicker impacts. The applicant has the burden of proving that this effect does not have significant adverse impact on neighboring or adjacent uses through either siting or mitigation.

#### **6.3 Noise**

The wind facility and associated equipment shall conform with the provisions of the Department of Environmental Protection's, Division of Air Quality Noise Regulations (310 CMR 7.10), unless the Department and the SPGA agree that those provisions shall not be applicable. A source of sound will be considered to be violating these regulations if the source:

- (a) Increases the broadband sound level by more than 10 Db(A) above ambient, or
- (b) Produces a "pure tone" condition – when an octave band center frequency sound pressure level exceeds the two adjacent center frequency sound pressure levels by 3 decibels or more.

These criteria are measured both at the property line and at the nearest inhabited residence. Ambient is defined as the background A-weighted sound level that is exceeded 90% of the time measured during equipment hours. The

ambient may also be established by other means with consent from DEP. An analysis prepared by a qualified engineer shall be presented to demonstrate compliance with these noise standards. The SPGA, in consultation with the Department, shall determine whether such violations shall be measured at the property line or at the nearest inhabited residence.

## **6.4 Land Clearing, Soil Erosion and Habitat Impacts**

Clearing of natural vegetation shall be limited to that which is necessary for the construction, operation and maintenance of the wind facility and is otherwise prescribed by applicable laws, regulations, and ordinances.

## **7.0 Monitoring and Maintenance**

### **7.1 Facility Conditions**

The applicant shall maintain the wind facility in good condition. Maintenance shall include, but not be limited to, painting, structural repairs, and integrity of security measures. Site access shall be maintained to a level acceptable to the local Fire Chief and Emergency Medical Services. The project owner shall be responsible for the cost of maintaining the wind facility and any access road, unless accepted as a public way, and the cost of repairing any damage occurring as a result of operation and construction.

### **7.2 Modifications**

All material modifications to a wind facility made after issuance of the special permit shall require approval by the SPGA as provided in this section.

## **8.0 Abandonment and Decommissioning**

### **8.1 Removal Requirements**

Any wind facility which has reached the end of its useful life or has been abandoned shall be removed. When the wind facility is scheduled to be decommissioned, the applicant shall notify the town by certified mail of the proposed date of discontinued operations and plans for removal. The owner/operator shall physically remove the wind facility no more than 150 days after the date of discontinued operations. At the time of removal, the wind facility site shall be restored to the state it was in before the facility was constructed or any other legally authorized use. More specifically, decommissioning shall consist of:

- (a) Physical removal of all wind turbines, structures, equipment, security barriers and transmission lines from the site.
- (b) Disposal of all solid and hazardous waste in accordance with local and state waste disposal regulations.
- (c) Stabilization or re-vegetation of the site as necessary to minimize erosion. The SPGA may allow the owner to leave landscaping or designated below-grade foundations in order to minimize erosion and disruption to vegetation.

## **8.2 Abandonment**

Absent notice of a proposed date of decommissioning, the facility shall be considered abandoned when the facility fails to operate for more than one year without the written consent of the SPGA. The SPGA shall determine in its decision what proportion of the facility is inoperable for the facility to be considered abandoned. If the applicant fails to remove the wind facility in accordance with the requirements of this section within 150 days of abandonment or the proposed date of decommissioning, the town shall have the authority to decommission and dismantle the wind energy facility at the owner's expense.

## **8.3 Financial Surety**

The SPGA may require the applicant for utility scale wind facilities to provide a form of surety, either through escrow account, bond or otherwise, to cover the cost of removal in the event the town must remove the facility, of an amount and form determined to be reasonable by the SPGA, but in no event to exceed more than 125 percent of the cost of removal and compliance with the additional requirements set forth herein, as determined by the applicant. Such surety will not be required for municipally or state-owned facilities. The applicant shall submit a fully inclusive estimate of the costs associated with removal, prepared by a qualified engineer. The amount shall include a mechanism for Cost of Living Adjustment.

## **9.0 Term of Special Permit**

A special permit issued for a wind facility shall be valid for 25 years, unless extended or renewed. The time period may be extended or the permit renewed by the SPGA upon satisfactory operation of the facility. Request for renewal must be submitted at least 180 days prior to expiration of the special permit. Submitting a renewal request shall allow for continued operation of the facility until the SPGA acts. At the end of that period (including extensions and renewals), the wind facility shall be removed as required by this section.

The applicant or facility owner shall maintain a phone number and identify a responsible person for the public to contact with inquiries and complaints throughout the life of the project.

## **10.0 Application Process and Requirements**

### **10.1 Application Procedures**

#### **10.1.1 General**

The application for a wind facility shall be filed in accordance with the rules and regulations of the SPGA concerning special permits.

### 10.1.2 Application

Each application for a special permit shall be filed by the applicant with the city or town clerk pursuant to section 9 of chapter 40A of the Massachusetts General Laws.

## 10.2 Required Documents

### 10.2.1 General

The applicant shall provide the SPGA with 12 copies of the application. All plans and maps shall be prepared, stamped and signed by a professional engineer licensed to practice in Massachusetts. Included in the application shall be:

10.2.2 Name, address, phone number and signature of the applicant, as well as all co- applicants or property owners, if any.

10.2.3 The name, contact information and signature of any agents representing the applicant.

10.2.4 Documentation of the legal right to use the wind facility site, including the requirements set forth in 10.3.2(a) of this section

## 10.3 Siting and Design

The applicant shall provide the SPGA with a description of the property which shall include:

### 10.3.1 Location Map

Copy of a portion of the most recent USGS Quadrangle Map, at a scale of 1:25,000, showing the proposed facility site, including turbine sites, and the area within at least two miles from the facility. Zoning district designation for the subject parcel should be included; however a copy of a zoning map with the parcel identified is suitable.

### 10.3.2 Site Plan

A one inch equals 200 feet plan of the proposed wind facility site, with contour intervals of no more than 10 feet, showing the following:

- (a) Property lines for the site parcel and adjacent parcels within 300 feet.
- (b) Outline of all existing buildings, including purpose (e.g. residence, garage, etc.) on site parcel and all adjacent parcels within 500 feet. Include distances from the wind facility to each building shown.
- (c) Location of all roads, public and private on the site parcel and adjacent parcels within 300 feet, and proposed roads or driveways, either temporary or permanent.

- (d) Existing areas of tree cover, including average height of trees, on the site parcel and adjacent parcels within 300 feet.
- (e) Proposed location and design of wind facility, including all turbines, ground equipment, appurtenant structures, transmission infrastructure, access, fencing, exterior lighting, etc.
- (f) Location of viewpoints referenced below in 10.3.3 of this section.

### 10.3.3 Visualizations

The SPGA shall select between three and six sight lines, including from the nearest building with a view of the wind facility, for pre- and post-construction view representations. Sites for the view representations shall be selected from populated areas or public ways within a 2-mile radius of the wind facility. View representations shall have the following characteristics:

- (a) View representations shall be in color and shall include actual pre-construction photographs and accurate post-construction simulations of the height and breadth of the wind facility (e.g. superimpositions of the wind facility onto photographs of existing views).
- (b) All view representations will include existing, or proposed, buildings or tree coverage.
- (c) Include description of the technical procedures followed in producing the visualization (distances, angles, lens, etc...).

## 10.4 Landscape Plan

A plan indicating all proposed changes to the landscape of the site, including temporary or permanent roads or driveways, grading, vegetation clearing and planting, exterior lighting, other than FAA lights, screening vegetation or structures. Lighting shall be designed to minimize glare on abutting properties and except as required by the FAA be directed downward with full cut-off fixtures to reduce light pollution.

## 10.5 Operation & Maintenance Plan

The applicant shall submit a plan for maintenance of access roads and storm water controls, as well as general procedures for operational maintenance of the wind facility.

## 10.6 Compliance Documents

If required under previous sections of this by-law, the applicant will provide with the application:

- (a) a description of financial surety that satisfies 8.3 of this section,
- (b) proof of liability insurance that satisfies Section 3.3 of this section,
- (c) certification of height approval from the FAA,

(d) a statement that satisfies Section 6.3, listing existing and maximum projected noise levels from the wind facility.

### **10.7 Independent Consultants**

Upon submission of an application for a special permit, the SPGA will be authorized to hire outside consultants, pursuant to section 53G of chapter 44 of the Massachusetts General Laws. As necessary, the applicant may be required to pay not more than 50% of the independent consultant's costs.

### **THE FINANCE COMMITTEE WILL MAKE ITS RECOMMENDATION AT TOWN MEETING. VOTE: YES-5, NO-0.**

**MOTION:** (Dana DeCosta, Chairman-Finance Committee) I move that this article be accepted and adopted as printed in the warrant.

Duly seconded

At this time Joseph MacParland read the Planning Board Report as follows:

April 13, 2009

To: Board of Selectmen  
From: Planning Board  
Re: Planning Board Report to Town Meeting  
Article 34-Large Scale Wind Generation

On March 10, 2009, the Planning Board held a public hearing on the proposed article to amend the Zoning by-law by moving the current Regulations for Wind Energy Systems to Section XIX and adding a new Section XX – Large Scale Wind Generation and act fully thereon. The Board voted in favor (4-2) to recommend this article to the Town Meeting as printed in the warrant.

**ACTION:** It was ruled to have received the necessary 2/3 vote, the article passed.

At 8:15pm a motion was made, seconded and so moved to adjourn the Annual Town Meeting until the conclusion of the Special Town Meeting.

**COMMONWEALTH OF MASSACHUSETTS  
TOWN OF HARWICH  
SPECIAL TOWN MEETING WARRANT  
MAY 5, 2009**

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 5, 2009 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 30<sup>th</sup> day of March, 2009

s/Robin D. Wilkins, Chairman  
s/David W. Marsland  
s/Lawrence P. Cole  
s/Edward J. McManus  
s/Angelo S. La Mantia  
BOARD OF SELECTMEN

A true copy Attest:

s/David A. Robinson  
Constable  
April 16, 2009

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 5<sup>th</sup> day of May, 2009 at the time and place for the purpose herein named by posting up attested copies thereon in the four (4) Post Office Buildings and in Town Hall in the Town of Harwich, which covers all four precincts, at least fourteen (14) days before the time of said meeting as within directed, and causing an attested copy thereof to be published in the Cape Cod Chronicle published in Barnstable County and having its circulation in the Town of Harwich.

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

**ACCEPTANCE OF THE CODIFICATION  
OF THE GENERAL BY-LAWS**

**ARTICLE 1** To see if the Town shall accept the renumbering and reorganization of the various bylaws of the Town from their original numbering or their numbering in the General Bylaws, as amended through May 2006, to the numbering or codification, arrangement, sequence and captions and the comprehensive reorganization to the text of the General Bylaws as set forth in the Final Draft of the code of the Town of Harwich, dated January 2009 said codification having been done under the direction of the Board of Selectmen and Town Attorney, and said Code being a compilation and comprehensive reorganization of the present bylaws of the Town. All bylaws of a general and permanent nature, as amended, heretofore in force and not included in the Code shall be repealed, except any such repeal shall not affect any suit or proceeding pending as the result of an existing law, except that such repeal shall not apply to or affect any bylaw, order or article heretofore adopted accepting or adopting the provisions of any statute of the Commonwealth. These bylaws shall be referred to as the "Code of the Town of Harwich, Massachusetts" and on file with the Town Clerk; and to act fully thereon. By request of the Town Clerk.

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

**MOTION:** (Dana DeCosta, Chairman-Finance Committee) I move that this article be accepted and adopted, and further that limited substantive amendments to the General Bylaws be adopted as set forth in a document entitled, "Town of Harwich Changes to General Bylaws" and as reflected in the Final Draft of the code of the Town of Harwich, dated January 2009, as on file with the Town Clerk.

Duly seconded

**ACTION:** It was a unanimous vote, so declared.

**ACCEPTANCE OF THE CODIFICATION OF THE ZONING BY-LAWS**

**ARTICLE 2** To see if the Town shall accept the renumbering and reorganization/revision of the Zoning Bylaws of the Town from its original numbering, as amended through May 16, 2006, to the numbering or codification, arrangement, sequence and captions and the comprehensive reorganization/revisions to the text of the Zoning Bylaws as set forth in the Final Draft of the Code of the Town of Harwich, dated May 2006, said codification of the Zoning Bylaws having been done under the direction of the Planning Board,



and being a compilation and comprehensive reorganization/revision of the present Zoning Bylaws, including amendments thereto. All Zoning Bylaws, as amended, heretofore in force and not included in the Code shall be repealed, except that such repeal shall not affect any suit or proceeding pending as the result of an existing law. The Zoning Bylaws shall be codified as Part II Chapter 325 of the "Code of the Town of Harwich, Massachusetts" and on file with the Town Clerk; and to act fully thereon. By request of the Town Clerk.

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

**MOTION:** (Dana DeCosta, Chairman-Finance Committee) I move that this article be accepted and adopted, and further that limited substantive amendments to the Zoning Bylaws be adopted as set forth in a document entitled, "Town of Harwich Changes to Zoning Bylaws" and as reflected in the Final Draft of the code of the Town of Harwich, dated January 2009, as on file with the Town Clerk.

Duly seconded

At this time Allan Peterson read the Planning Board Report as follows:

To: Board of Selectmen  
From: Planning Board  
Date: May 1, 2009  
RE: Planning Board Report to Town Meeting  
2009 Special Town Meeting Article 2-Codification of the Zoning By-Laws

On April 28, 2009, the Planning Board held a public hearing to vote on the proposed zoning amendment for Article 2 – Codification of the Zoning By-laws. The Board voted unanimously to recommend the Article as presented by the By-Law Charter Review Committee's Temporary Acting Chair, Mr. Ray Jefferson. Mr. Jefferson made assurance that no substantive changes to the By-Laws were made.

**ACTION:** It was a unanimous vote, so declared.

### **AMEND TOWN BY-LAWS – KENNEL LICENSES**

**ARTICLE 3** To see if the Town will vote to amend the Animal Control By-Law by deleting in its entirety under section 10-106:

## **10-106 KENNEL LICENSES**

"A kennel maintained as a business for the boarding and/or grooming of dogs shall obtain a Commercial Kennel License upon written application and the payment of fifty (50) dollars. Each kennel shall be available for inspection by the Animal Control Officer, a Police Officer, or the Board of Health.

Any owner or keeper of more than three (3) dogs but less than seven (7) shall obtain a kennel license for a Multiple Pet Household upon payment of twenty five (25) dollars. The owner or keeper shall present to the Town Clerk verification that all dogs six (6) months old or older have been currently immunized against rabies.

A veterinary hospital within the Town of Harwich shall not be considered a kennel unless it contains an area for grooming and/or boarding in which case it shall obtain a Commercial Kennel License.

The clerk shall issue without a charge a kennel license to any domestic charitable corporation incorporated exclusively for the purpose of protecting animals from cruelty, neglect, or abuse."

### **Inserting in its place the following:**

## **10-106 KENNEL LICENSES**

A kennel maintained as a business for the boarding and/or grooming of dogs shall obtain a Commercial Kennel License. The fee for each Commercial Kennel License shall be determined annually by a committee of the Town Administrator, The Town Clerk and The Animal Control Officer and approved by the Board of Selectmen. Each kennel shall be available for inspection during normal business hours by the Animal Control Officer, a Police Officer, or the Board of Health.

Any owner or keeper of more than three (3) dogs but less than seven (7) dogs shall obtain a Kennel License for a Multiple Pet Household upon written application and payment of the current license fee for each dog. The owner or keeper shall present to the Town Clerk verification that all dogs six (6) months or older have been immunized against rabies.

A veterinary hospital within the Town of Harwich shall not be considered a kennel unless it contains an area for grooming and/or boarding in which case it shall obtain a Commercial Kennel License.

The Clerk shall issue without a charge a Kennel License to any domestic charitable corporation incorporated exclusively for the purpose of protecting animals from cruelty, neglect, or abuse."

and to act fully thereon. By request of the Town Clerk and the Animal Control Officer

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

**MOTION:** (Dana DeCosta, Chairman-Finance Committee) I move that this article be accepted and adopted.

Duly seconded

**ACTION:** So voted.

**FUND POLICE AND FIRE CLAIMS TRUST FUND**

**ARTICLE 4** To see if the Town will vote to raise and appropriate or transfer from available funds a sufficient sum of money to supplement the Police and Fire Claims Trust Fund Account for Fiscal Year 2010 and to act fully thereon. By request of the Board of Selectmen. Estimated cost: \$16,000.

**THE FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED AND THE SUM OF \$16,000 FUNDED FROM AVAILABLE FUNDS. VOTE: YES-5, NO-0.**

**MOTION:** (Dana DeCosta, Chairman-Finance Committee) I move that this article be accepted and adopted and the sum of \$16,000.00 be transferred from Free Cash for this purpose.

Duly seconded

**ACTION:** It was so voted.

**SNOW AND ICE DEFICIT**

**ARTICLE 5** To see if the Town will vote to raise and appropriate or transfer from available funds to supplement the Fiscal Year 2009 Highway Department Snow and Ice Account, and to act fully thereon. By request of the Board of Selectmen. Estimated cost: \$ 265,000.

**THE FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED AND THE SUM OF \$265,000 FUNDED FROM AVAILABLE FUNDS. VOTE: YES-5, NO-0.**

**MOTION:** (Dana DeCosta, Chairman-Finance Committee) I move that this article be accepted and adopted and the sum of \$265,000.00 transferred to FY09 Budget Items as follows:

Snow and Ice Line items #66,#67 and #68: \$265,000.00 from Free Cash for this purpose.

Duly seconded

**ACTION:** It was so voted.

**RESERVE FOR FUTURE APPROPRIATION AMOUNTS**  
**FROM FY 2009 COMMUNITY PRESERVATION FUND**  
**ESTIMATED ANNUAL REVENUES**

**ARTICLE 6** To see if the Town will vote to hear and act on the report of the Community Preservation Committee on the Fiscal Year 2010 Community Preservation budget and to appropriate from the Community Preservation Fund a sum of money not exceeding 5% of the FY2010 estimated annual revenues to meet the administrative expenses and all other necessary and proper expenses of the Community Preservation Committee for Fiscal Year 2010; and further to reserve for future appropriation a sum of money from the Community Preservation Fund FY 2010 estimated annual revenues for open space, historic resources, and community housing purposes, as well as a sum of money to be placed in the 2010 Budgeted Reserve for general Community Preservation Act purposes; and further to appropriate from the Community Preservation Fund a sum or sums of money for Community Preservation projects or purposes, including acquisition of interests in land, all as recommended by the Community Preservation Committee, and to act fully thereon. By request of the Community Preservation Committee.

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

**MOTION:** (Dana DeCosta, Chairman-Finance Committee) I move that the Town transfer from FY2010 Community Preservation Fund estimated annual revenues the following sums:

- \$ 119,266 for the Open Space Reserve (332000);
- \$ 119,266 for the Historic Resources Reserve (332100);
- \$ 119,266 for the Community Housing Reserve 9332200); and
- \$ 834,865 for the FY2010 Budgeted Reserve

Duly seconded

**ACTION:** It was a unanimous vote, so declared.

**AMEND THE PERSONNEL BY-LAW**

**ARTICLE 7** To see if the Town will vote to amend the Personnel By-Law, last amended February 2008, by adding a new paragraph 2 in Part 8 VACATIONS:

In order to recruit experienced managers to Harwich, as stated below in **BOLD:**

**After one year of full-time service to Harwich, a full-time By-Law employee may be granted by the Town Administrator one (1) week additional vacation in recognition of five years or more of prior municipal experience in calculating the vacation benefit.**

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

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

**MOTION:** (Dana DeCosta, Chairman-Finance Committee) I move that this article be indefinitely postponed.

Duly seconded

**ACTION:** This article was indefinitely postponed.

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

**ARTICLE 8** To see if the Town will vote to authorize the Board of Selectmen to file a home rule petition with the General Court as set forth below; provided, however, that the General Court may make clerical or editorial changes of form only to the bill, unless the Board of Selectmen approves amendments to the bill before enactment by the General Court, and provided further that the Board of Selectmen is hereby authorized to approve amendments which shall be within the scope of the general public objectives of this petition:

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

**SECTION 1.** Notwithstanding Chapter 32B of the General Laws, part-time elected officials of the Town of Harwich who receive a salary or a stipend shall not be eligible for participation in the town's contributory health and life insurance plan, except that those part-time officials who participate in that plan as of the effective date of this act shall be eligible to continue to participate until the end of their current and any continuous future terms of service in the elected position held at the time this act takes effect. Retired elected officials that receive benefits by virtue of their previous service, shall not be affected by this act. Part-time elected officials who receive a salary or a stipend, who are first elected after the effective date of this act, may elect to pay 100 per cent of the cost of the official's participation in the town's health and life insurance benefit plan, plus any administrative costs that may be assessed by the board of selectmen, may be considered eligible to participate.

**SECTION 2.** This act shall take effect upon passage; and to act fully thereon. By request of the Board of Selectmen.

**THE FINANCE COMMITTEE WILL MAKE ITS RECOMMENDATION AT TOWN MEETING. VOTE: YES-4, NO-0, ABSTAIN-1.**

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

Duly seconded

**ACTION:** This motion did not pass.

**FUND TWO FIRE FIGHTER / PARAMEDIC OR  
EMT-B DAY POSITIONS**

**ARTICLE 9** To see if the Town will vote to raise and appropriate or transfer from available funds a sufficient sum of money to fund, train and equip two Fire Fighter / Paramedic or EMT-B Day Positions and related expenses. Provided however that this vote shall not take effect until the Town, at a regular or special election, votes pursuant to General Laws, Chapter 59, Section 21C (g), to exempt the amounts herein appropriated from the limitations imposed on the total amount of taxes to be raised for FY 2010 by the provisions of general laws, Chapter 59, Section 21, Proposition 2 ½ so called, and to act fully thereon. By request of the Board of Selectmen and Fire Chief. Estimated Cost: \$214,006.

**THE FINANCE COMMITTEE WILL MAKE ITS RECOMMENDATION  
AT TOWN MEETING. VOTE: YES-5, NO-0.**

**MOTION:** (Dana DeCosta, Chairman, Finance Committee) I move that this article be accepted and adopted and that the following amount be added to the Fiscal Year 2010 operating budget of the Town:

Line # 45-b	Fire S&W	\$214,006
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And the sum of \$214,006 be raised and appropriated from taxes for this purpose, provided, that this appropriation shall not take effect until the Town, at a regular, or special election, votes pursuant to General Laws, Chapter 59, Section 21C (g), to exempt the amounts herein appropriated from the limitations imposed upon the total amount of taxes to be raised for Fiscal Year 2010 by the provisions of General Laws, Chapter 59, Section 21C, proposition 2 ½, so-called, for this purpose.

Duly seconded

A motion was made and seconded to terminate debate, this required a ¾ majority vote to pass, and it was a unanimous vote, so declared.

**ACTION:** The motion carried

**LEASE SPACE AT SAQUATUCKET PARKING LOT**  
**FOR WINTER BOAT STORAGE**

**ARTICLE 10** To see if the Town will vote to authorize the Selectmen to lease a portion of the Saquatucket Harbor Parking Lot in Harwich Port shown as Assessor's Map 15, Parcel T3 for use during the off-season for boat storage purposes. Said lease to be for a term of up to five (5) years, and on such other terms and conditions as the Selectmen deem appropriate, and to act fully thereon. By request of the Board of Selectmen.

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

**MOTION:** (Dana DeCosta-Chairman-Finance Committee) I move that this article be accepted and adopted.

Duly seconded

**ACTION:** This motion did not carry.



**AUTHORIZE USE OF TEXEIRA PROPERTY**  
**FOR AGRICULTURAL PURPOSES**

**ARTICLE 11** To see if the Town will authorize the Board of Selectmen to file a home rule petition in the following form, provided, however, that the General Court may make clerical or editorial changes of form only to the bill, unless the Board of Selectmen approves amendments to the bill before enactment by the General Court, and provided further that the Board of Selectmen is hereby authorized to approve amendments which shall be within the scope of the general public objectives of this petition:

**AN ACT AUTHORIZING THE TOWN OF HARWICH TO USE CERTAIN LAND FOR AGRICULTURAL PURPOSES.**

**Section 1.** Notwithstanding the provisions of Section 7 of Chapter 293 of the Acts of 1998 entitled "An Act Relative to the Establishment of the Cape Cod Open Space Land Acquisition Program," the Town of Harwich is hereby authorized to use the parcel of land described in section 3 of this act for agricultural purposes.

**Section 2.** Pursuant to Article 97 of the Amendments to the Massachusetts Constitution, agricultural use of said land is hereby authorized.

**Section 3.** The land subject to the act is described as follows: the property situated at 525 and 527 Queen Anne Road and shown on Harwich Assessors Map 71 as Parcels A1-1, containing 7.61 acres more or less, and A1-2, containing 9.02 acres more or less, being formerly owned by Arthur J. Teixeira, and having been acquired by the Town as authorized by Article 10 of the Special Town Meeting held May 2, 2000 for the purposes of preservation, open space, conservation and passive recreation. The proposed garden area is described as approximately 2 acres located in the northwest corner of said parcels.

**Section 4.** This act shall take effect upon passage.

And to act fully thereon. By request of the Agricultural Commission.

**THE FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE INDEFINITELY POSTPONED. VOTE: YES-4, NO-1.**

**MOTION:** Dana DeCosta, Chairman-Finance Committee) I move that this article be indefinitely postponed.

Duly seconded

**ACTION:** This article was indefinitely postponed.





### **ACCEPT PROVISIONS OF M.G.L. CHAPTER 60 SECTION 15**

**ARTICLE 12** To see if town will vote to accept M.G.L. Chapter 60, Section 15 regarding the setting of demand fees for delinquent local taxes and to act fully thereon. By request of the Board of Selectmen.

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

**MOTION:** (Dana DeCosta, Chairman-Finance Committee) I move that the Town set the Demand Fee for Delinquent local taxes in the amount of \$30.00. Duly seconded

**ACTION:** It was so voted.

### **REPLACE CATCH BASINS IN HARWICH CENTER**

**ARTICLE 13** To see if the Town will vote to raise and appropriate and/or transfer from available funds a sufficient sum of money to replace ten (10) catch basins in Harwich Center, and to act fully thereon. By request of the DPW Director. Estimated cost: \$49,600.

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

**MOTION:** (Edward McManus, Selectman) I move that this article be accepted and adopted and the sum of \$49,600.00 be transferred from Chapter 90 for this purpose.

Duly seconded

**ACTION:** It was so voted.

**CREATE A REGIONAL SCHOOL DISTRICT  
PLANNING COMMITTEE**

**ARTICLE 14** To see if the Town will vote to create a special unpaid committee to be known as a regional school district planning committee, to consist of three members, including one member of the school committee, to be appointed by the moderator in accordance with the provisions of Section 14 of Chapter 71 of the General Laws, as amended; and further to see if the Town will vote to raise and appropriate or transfer from available funds a sufficient sum of money for use by said committee, and to act fully thereon. By request of the School Committee and the School Superintendent. Estimated cost: \$5,000

**THE FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED AND THE SUM OF \$5,000 FUNDED FROM AVAILABLE FUNDS. VOTE: YES-5, NO-0.**

**MOTION:** (Dana DeCosta, Chairman-Finance Committee) I move that this article be accepted and adopted and the sum of \$5,000.00 be transferred from Free Cash for this purpose.

Duly seconded

**ACTION:** It was a unanimous vote, so declared.

**LAND FOR AFFORDABLE HOUSING – AMERICAN DREAM II**

**ARTICLE 15** To see if the Town will vote to transfer the care, custody, control, and management of the following parcels of land from the board or officer that currently has custody of the land for the purpose for which it is currently held to the Board of Selectmen to be held for the purpose of conveyance; and to further authorize the Board of Selectmen to convey the fee or a lesser interest in said parcel pursuant to the public bidding requirements of the Uniform Procurement Act, Chapter 30B of the General Laws, if applicable, provided that the Board of Selectmen is authorized to negotiate the terms and conditions of the conveyance determined to be in the best interests of the Town including retaining a permanent affordable housing deed restriction in

perpetuity in the name of the Town, and to act fully thereon. By request of the Harwich Housing Committee

<u>Address</u>	<u>Map/Parcel</u>	<u>Acreage</u>	
A) 759 Queen Anne Road	72/L262	.23 Acres	Art. 73 ATM 2007
B) 215 Pleasant Bay Road	113/X5	.61 Acres	
C) 138 Depot Road	53/F15	.17 Acres	
D) 5 Dexter Road*	49/X1-4	.31 Acres	
E) 3 Dexter Road*	49/X1-6	.29 Acres	

\*combine into one (1) lot

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

**MOTION:** (Dana DeCosta, Chairman-Finance Committee) I move that this article be accepted and adopted.

Duly seconded

**AMENDMENT TO THE MAIN MOTION:** That this article be accepted and adopted as printed in the warrant and that Parcel A) be deleted.

Duly seconded

**AMENDMENT TO THE AMENDMENT:** That this article be accepted and adopted as printed in the warrant and that Parcels B), D), & E). also be deleted.

Duly seconded

**ACTION ON THE AMENDMENT TO THE AMENDMENT:** The amendment did not carry.

**ACTION ON THE AMENDMENT TO THE MAIN MOTION:** This amendment did not carry.

**ACTION ON MAIN MOTION:** A standing count was taken, a 2/3 majority vote was required to pass, YES 84 - NO 37, it was ruled to have received the necessary 2/3 majority vote, motion passed.





## **SELL PARCEL OF TOWN-OWNED LAND**

**ARTICLE 16** To see if the Town will vote to transfer the care, custody, control and management of the following parcel of land from the board or officer that currently has custody of the land for the purpose for which it is currently held to the Board of Selectmen to be held for the purpose of conveyance; and to authorize the Board of Selectmen to take such parcel by eminent domain for the purpose for which it was originally acquired and for the purpose of clearing title to such parcel; and to authorize the Board of Selectmen to convey the fee or a lesser interest in said parcel on such terms and conditions as the Selectmen deem to be in the best interest of the Town, and to deposit the proceeds from said sale in the Affordable Housing Fund established by Chapter 476 of the Acts of 2008, and to act fully thereon. By request of the Harwich Housing Committee.

<u>Address</u>	<u>Map/Parcel</u>	<u>Acreage</u>	
Chatham Road	34/E6	0.28 Acres	Landlocked

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

**MOTION:** (Dana DeCosta, Chairman-Finance Committee) I move that this article be accepted and adopted.

Duly seconded

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



## **SURPLUS REVENUES**

**ARTICLE 17** 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 police cruisers for the Harwich Police Department, and further for the Town Accountant to transfer surplus revenues from the following articles to pay for said cruisers, and to act fully thereon.

By Request of the Police Chief. Estimated cost: \$58,999.

### **Surplus Revenue Accounts:**

### **Articles:**

Technology Assessment	#36 2006 ATM	20,878
Harwich Employees Association Comp		
Plan & Job Descr.	#56 2007 ATM	2,500
Vehicle Replacement	#13 2006 ATM	192
Vehicle Replacement	#13 2006 ATM	518
Fire Station 2 Floor	#17 2006 ATM	287
Ambulance	#11 2008 STM	7,701
Fire/Pol Radio Tower	#16 2008 STM	2,919
Condemnd/Abnd Structurs	#54 1999 ATM	225
Water Proj Skinqt Pond	#33 1999 ATM	726
Modular Classrooms	#26 2007 ATM	3,797
Bldg Maint School	#27 2007 ATM	-
Contemp Competitive	#28 2007 ATM	2,852
School Reading Series	#3 1999 STM	62
Ford Escape Engineering	#8 2008 STM	200
Vehicle Replacement	#13 2006 ATM	1,527
Equipment Replacement	#14 2006 ATM	75
Roof Hwy Maint Bldg	#31 2007 ATM	500
Roll Off Truck Disposal	#8 2008 ATM	141
Dump Truck W/Plow Hwy	#8 2008 ATM	25
Dump Truck W/Plow Parks	#8 2008 ATM	25
Cem Pond Management	#55 2000 ATM	631
Flu Clinic Expenses	#60 2007 ATM	2,063
Weight Rm Equip	#22 2007 ATM	149
Install Well Whitehse Fld.	#26 2003 ATM	9
Restroom Red River Bch	#12 2004 STM	432
Playground Equip Brooks Pk	#47 2006 ATM	1,207
Reconst Tennis Courts	#36 2007 ATM	840
Bocce Court Brooks Park	#38 2007 ATM	66
Sand Pond Floats	#8 1992 ATM	385
Hockey,Baskball Cts	#22 1996 ATM	1
Upgrade Skateboard Park	#40 1998 ATM	7
Pilings Wych & Saq Harbors	#5 2007 STM	225

Allen Harbor Boat Ramp	#10 2007 STM	509
Water Testing Equipment	#2 1997 STM	164
Sandtrap/Drive Range Golf	#17 2005 ATM	3,109
Pro Shop Golf	#9 2007 STM	4,053
<b>TOTAL</b>		<b>\$58,999</b>

**THE FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED AND THE SUM OF \$58,999 BE FUNDED FROM THE TRANSFER-SURPLUS REVENUES FROM PRINTED ARTICLE TO PAY FOR SAID CRUISERS. VOTE: YES-5, NO-0.**

**MOTION:** (Dana DeCosta, Chairman-Finance Committee) I move that this article be accepted and adopted, except for the deletion of the following three article transfers:

Playground equipment Brooks Park \$1207  
 Reconstruct Tennis Courts \$ 840  
 Bocce Court Brooks Park \$ 66  
 For an article total of \$56,886.

Duly seconded

**ACTION:** It was so voted.

At 10:30pm a motion was made and seconded to adjourn the Special Town Meeting and resume the Annual Town Meeting, the Meeting began with:

### **AMEND SECTION VII – SIGN REGULATIONS**

**ARTICLE 35** To see if the Town will vote to amend the Harwich Zoning By-law be deleting Section VII (Sign Regulations) and substituting a new Section VII (Sign Regulations) as set forth below, and to act fully thereon.

*Explanation: The revised sign code has been adapted to improve the permitting process for private business owners and groups and to clarify the difference between municipal and non-municipal signage for enforcement purposes. New opportunity has been created for the legal placement of non-commercial, non-Town owned signs on approved Town owned sites. It is the intention of the Section VII (Sign Regulations) to provide support to the local economy while managing the impacts of sign placement on our community's character. This revision also seeks to reduce the cost of administrative overhead and eliminate duplicate tasks by redirecting the review of sign permits from multiple boards to professional staff and Historic District approval as necessary. Further, this by-law incorporates the policy accepted by the Board of Selectmen on December 8, 2008.*



## SECTION VII SIGN REGULATIONS

### **1.00 PURPOSE AND SCOPE:**

The purpose of this section is to regulate signs which facilitate communication, promote the safety of motorists and pedestrians by preventing distractions and obstructions of public ways and walks that may be caused by signage, prevent visual clutter, and encourage economic development by allowing the siting of signage that identifies businesses and other land uses in ways that complement and enhance our community's character.

This sign regulation provides a permitting system to govern the placement of advertising and other informational signs both outdoors and within two (2) feet of any window within the Town of Harwich.

### **1.01 RELATIONSHIP TO OTHER BY-LAWS:**

Nothing in this bylaw shall be construed as exempting an applicant from any other applicable town, county, state, or federal bylaws.

To the extent that the requirements of this bylaw differ from, or are not in accordance with any other applicable requirements, the more restrictive requirements shall apply.

All signs erected within the Historic District shall conform to all Historic District requirements.

### **1.02 DEFINITIONS:**

**BUILDING OFFICIAL:** The Harwich Building Commissioner or Building Inspector.

**BUSINESS OPERATIONS SIGNS:** Any on-premise sign used in the day-to-day operations of a business such as:

**Business Hour Signs:** "Open/closed" and related hours-of-operation signs which do not exceed one (1) square foot.

**Directional Signs:** Any on-premise sign that directs the movement or placement of pedestrian or vehicular traffic without reference to or inclusion of, the name of a product sold or services performed.

**"OPEN" Flag:** One "open" flag per business establishment shall be allowed and shall not exceed twenty-four (24) square feet in size.

**CAUTIONARY SIGNS:** Signs warning of prohibited activities such as trespassing, hunting, fishing, or swimming. For regulations, see 1.06 A.

**CLUSTER SIGN:** Any sign which provides space for identifying multiple tenants or uses within a project or premise having more than one (1) tenant or use such as a business, commercial or industrial development.

**ELECTION/TOWN MEETING SIGN:** Any sign erected by the Town of Harwich to alert the public to an election or a Town Meeting.

**HOME OCCUPATION SIGNS:** Signs identifying any home occupation as defined by the Harwich Zoning Bylaw. For regulations, see 1.06 B.

**GROUND SIGN:** A sign supported by poles, uprights or braces extending from the ground but not attached to any part of a building.

**MUNICIPAL PROPERTY:** Any land owned and/or controlled by the Town of Harwich including public rights-of-way.

**MUNICIPAL SIGNS:** Permanent signs posted for more than 60 consecutive days by a Town entity and placed on Town property or within the Municipal property right-of-way required or authorized for a public purpose by law or statute. For regulations, see 1.07.

**MUNICIPAL SIGNS, TEMPORARY:** Signs posted for 60 or fewer days by a Town entity and placed on municipal property for the purpose of promoting a town-sponsored event or alerting the public to a public safety matter or event. For regulations, see 1.07.

**ON-PREMISE SIGN:** Signs placed on the same property where a business is located. The sum of all signage on a property shall not exceed that allowed in Sections 1.03,1.04,1.05,1.06 unless otherwise exempted.

**OFF-PREMISE SIGN:** Signs placed on property separate from where a business is located. For regulations, see 1.06 D & H

**POLITICAL SIGNS:** Any sign advertising candidates for public office, ballot initiatives or any matter subject to public vote. Political signs include, but are not limited to the following: campaign sign for a person seeking elective office; signs regarding ballot questions; signs espousing any political issue. For regulations, see 1.06 D.

**QUARTERBOARD, RESIDENTIAL:** A decoratively carved and painted wood sign fashioned after those traditionally used on sailing vessels. For regulations, see 1.06 E.

**REAL ESTATE SIGNS:** A temporary wall or ground sign advertising the sale, rental, or lease of a designated structure or land area for a permitted use on which the signs are located. For regulations, see 1.06 G.

**SIGN:** Sign shall mean and include every advertising message, announcement, declaration, demonstration, illustration, insignia, surface or space erected or maintained in view of the observer thereof primarily for identification, advertisement, or promotion of the interest of any person, entity, product, or service. The definition of a sign shall also include the sign structure, supports, lighting system, and any attachments, flags, ornaments or other features used to draw the attention of observers. Indoor or outdoor displays of merchandise for sale at retail on the premises shall not be considered a sign for the purposes of this by-law.

**SIGN PERMIT:** A permit issued by the Building Department for the erection, construction, enlargement, alteration, repair, or improvement of any sign requiring a permit.

**SUBDIVISION SIGNS:** A sign placed at the street entrance to a subdivision. For regulations, see 1.06 H.

**TEMPORARY SIGNS:** Signs of more than two (2) square feet in area advertising a special event. For regulations, see 1.06 H

**TEMPORARY SIGNS – SPECIAL EVENT FLYERS:** Flyers for special events measuring not more than two (2) square feet in total area for display in non-residential uses. For regulations, see 1.06 I.

**UMBRELLA SIGNS:** Signage as part of an umbrella that advertises the name of a particular establishment or a product for sale on the premises. For regulations, see 1.06 J.

**VENDING MACHINES:** The portion of any internally illuminated vending machine which advertises a product. For regulations, see 1.06 K.

**WALL SIGN:** A sign attached to, painted on, or erected against a wall or roof of a building or structure whose display surface is either parallel or perpendicular to the face of the building. For regulations, see 1.06 L.

**WATER DEPARTMENT SIGN:** A municipal sign that includes any sign erected by the Town of Harwich Water Department to alert the public to any drinking water related event, including but not limited to flushing of pipes and water use restrictions.

**WINDOW SIGNS:** Signage displayed within two (2) feet of windows primarily for view from outside the business entity.

### **1.03 GENERAL REQUIREMENTS**

- A. Before any sign is erected, constructed, structurally altered or moved, it shall conform to all applicable requirements contained in this bylaw, including Historic District requirements when applicable, and shall be approved and shall have received a permit from a Building Official unless the sign is expressly exempted herein from the provisions of this bylaw.
- B. Before any sign receives a permit from a Building Official the application shall be reviewed by Planning Department Staff.
- C. A pre-application conference with the Building Department is encouraged in order for the applicant to become acquainted with application procedures, design standards, and related Town ordinances.
- D. Sign placement shall not create a hazard or interfere with snow removal, or vision or movement of motorists, pedestrians and bicyclists.
- E. Signs shall be placed so as not to obscure other signs in the area.
- F. No signs shall be located in a public right-of-way nor shall they be located so as to block a public or private sidewalk, stairway, driveway or parking lot or impair sight distances for motorist or pedestrians.
- G. No sign shall be affixed to or posted in front of any guard rails located in a public right-of-way.
- H. Signs shall be externally lit or backlit only and shall be designed, installed and maintained so as to eliminate or minimize upward directed light and glare and so that lights illuminate only the sign, and not property which adjoins or is nearby.

- I. Non-municipal developments having more than one (1) tenant or use within a project or premise, shall provide a Master Sign Plan for the entire structure or project for review and approval by the Planning Department Staff prior to any sign permit approval by a Building Official.
- J. Luminous tube/neon/internally illuminated signs are permitted to be displayed in windows only. The total area of all luminous tube/neon/internally illuminated signs shall not exceed six (6) square feet. No animated signs are permitted.

#### **1.04 SIGN AREA MEASUREMENT:**

- A. Unless otherwise specified in the Definition, all signs shall meet the area measurement requirements of this section.
- B. The area of a sign face shall be computed by measurement of the smallest square, circle, rectangle, triangle, or combination thereof that will encompass the extreme limits of the writing, representation, emblem, or other display. This shall include any material or color forming an integral part of the background of the display or used to differentiate the sign from the backdrop or structure against which it is placed. The area calculation shall not include structural supporting framework, bracing or wall. If any advertising is present on the supports of a sign, the area of the supports will count towards the total allowable signage. Where there are two faces back to back, the total area of the largest face shall determine the area of the sign.
- C. No ground sign may exceed twelve (12) feet in height unless otherwise specified.
- D. For single tenant, non-municipal businesses accessed directly from a street, right-of-way or parking area, the maximum permitted area of all signs shall be forty-eight (48) square feet per public entrance façade. Signs counting towards the forty-eight (48) square feet include any sign on a property at any time, including but not limited to signs put out and taken in on a daily basis, and signs in windows for sales or other promotions.
- E. Temporary signs may not exceed twenty (20) square feet in area and may not be more than three (3) feet in height.
- F. Non-municipal developments having more than one (1) tenant or use within a project or premise, may construct:
  - 1. One (1) cluster sign containing the name of the development and/or listings of individual businesses, products or services within the development of up to sixty square feet (60 sq. ft.), plus
  - 2. Each tenant may have signage at the location of their business of up to forty-eight square feet (48 sq. ft.) per entrance façade. Signs counting towards the forty-eight (48) square feet include any sign on a property at any time, including but not limited to signs put out and taken in on a daily basis, and signs in windows for sales or other promotions.

3. Total sign area within the Master Sign Plan is subject to the size limitations of this Section. Sign area cannot be transferred to a single building or from other buildings in the project. In addition, the amount of signage assigned to a specific space in a building shall be tied to that space through the lease or purchase agreement. Under no circumstances may the sign area designated for an individual space be transferred to another space in the same building or complex.

### **1.05 CONSTRUCTION AND MAINTENANCE:**

- A. All signs and sign structures shall be constructed of materials of sufficient strength and quality to withstand weathering or deterioration by wind, moisture and other natural elements, and shall be maintained in a state of good repair with all braces, bolts, supporting framework, fastenings, lettering and design work free from deterioration.
- B. Old signs and related hardware/structural supports shall be removed before any new sign is erected unless the old sign and related hardware/structural supports have been incorporated into the overall design or structural support of the new sign and approved pursuant to this section.
- C. A Building Official shall have the authority to order the repair, alteration or removal of any sign or structure which constitutes a hazard to public health and safety, or which is otherwise not in compliance with this bylaw.
- D. If the public safety so requires and if the Board of Selectmen so orders, the Building Official may immediately remove a sign.

### **1.06 ADDITIONAL REQUIREMENTS FOR SPECIFIC SIGNAGE**

**A. CAUTIONARY SIGNS:** May be posted on each lot line, however, no signs may be within one hundred feet (100') of each other. Cautionary signs are limited to one (1) square foot or less per sign.

**B. HOME OCCUPATION SIGNS:** Shall be limited to a wall or a ground sign. The total square footage of any home occupation sign shall not exceed four (4) square feet in area and may be illuminated in commercial zones per section 1.07 of this bylaw. Wall signs may be attached to any structure and/or fence.

#### **C. OFF-PREMISE SIGN:**

1. Any business wishing to place a sign on property other than their own shall obtain written permission from the property owner where the sign will be posted and shall provide said written permission to the Building Official with the permit application or notification materials, except for those public locations listed in this section.
2. An off-premise business sign shall only be posted within a commercial or industrial district, except for agricultural uses as defined in

Section II (Definitions) of this by-law which may be posted within a residential district and opposite the exit ramps for Route 6 on Routes 124 and 137. Entities wishing to place off-premise signage on State-owned property or within State rights-of-way not listed above such as Route 28, the off-ramps at Route 6 on Routes 124 and 137 shall seek permission from the State, in addition to meeting local requirements.

3. An off-premise sign shall be included in the calculation of total allowable signage for the property or business it is placed upon and not in addition to allowable signage as specified in this section unless otherwise exempted.
4. No permanent, non-commercial, non-municipal sign shall be allowed on any municipal property, except in accordance with all of the requirements set forth herein.

**D. POLITICAL SIGNS:** Political signs are allowed in all zoning districts on private property only with the authorization of the owner of the property on which the sign is to be displayed. The signs must be removed within 60 days of posting or one week following the date of the election for which it is posted.

**E. QUARTERBOARD, RESIDENTIAL:** A residential quarterboard shall not advertise a business or profession shall not exceed eighteen (18) inches in height or ten (10) feet in length and shall be wall mounted.

**F. REAL ESTATE SIGN:** One sign of not more than eight (8) square feet shall be allowed per street frontage, shall not be illuminated, shall not be located within the public right-of-way, and shall be removed immediately once the property is rented, leased or sale is completed.

**G. SUBDIVISION SIGN:** One sign may appear at each **street** entrance and is limited to a maximum of twenty (20) square feet per sign and may not exceed six (6) feet in height. Illumination of subdivision signs is prohibited.

**H. TEMPORARY SIGNS:**

A temporary, non-commercial, non-municipal off-premise sign may be located on municipal property if all of the requirements set forth herein are satisfied:

1. The sponsoring organization of any temporary on or off-premise signs shall be required to file a notice with a Building Official prior to display. Such notice will provide listing of proposed locations, duration of posting, and drawing of sign with dimensions.
2. Temporary signs shall be erected for no more than 60 days and removed within 72 hours after the event.
3. Temporary signs shall conform to all applicable requirements. Temporary signs erected within the Historic District shall conform to all Historic District requirements.
4. Temporary off-premise signs may be posted in the following municipal areas after notice has been filed with the Building Official.

Approved locations for siting a temporary, non-commercial, non-municipal sign on municipal property shall include only those specifically and physically designated five-foot by twenty-foot rectangles at the following locations:

**HARWICH CENTER**

The Water Tank on Route 39, on the west side of the driveway entrance (closest to Thompsons Field).

**EAST HARWICH**

The intersection of Routes 39/137, at the Fire Station 2, on the corner at the so-called “flagpole parcel.”

**NORTH HARWICH**

The Transfer Station, at the right side of the entrance on the grass strip.

5. The Town shall not be responsible to maintain or safeguard any non-municipal sign on municipal property and such placement shall be entirely at the sign owner's risk.
6. Any sign placed on any municipal property, other than as specified herein, may be removed by the Building Official and disposed of without any prior notice to the sign owner or liability for damages by the Town.
7. No temporary, non-commercial, non-municipal sign shall be allowed at the above-specified locations, unless it satisfies the following requirements:
  - a. It shall not exceed 3' x 3' feet in size and not exceed 6 feet in height.
  - b. It shall not be in place for more than 60 days.
  - c. It shall not be chained, locked or permanently affixed to any surface, structure or landscape feature.
  - d. It shall not block a public sidewalk, stairway, driveway or parking lot, nor shall it impair sight distances for motorists.
  - e. It shall not be placed so as to block any other sign already in place.
8. Entities wishing to place off-premise signage on municipal property not listed above shall seek permission from the Board of Selectmen during a scheduled public hearing.
9. No political signs as defined in 1.02 shall be displayed on any municipal property including those listed above.

**I. TEMPORARY SIGNS – SPECIAL EVENT FLYERS:** For those flyers not displayed in windows, they shall not be attached to trees, utility poles or be located within a public right-of-way. Such flyers may be posted for no more than 45 days and must be removed within 72 hours after the event. Flyers posted in violation of this by-law shall be subject to removal by the Building Official without liability to the Town.

**J. UMBRELLA SIGNS:** Umbrellas containing the name of a particular establishment shall count against the establishment's total signage. Umbrellas containing the name of a product for sale on the premises shall not count against the establishment's total signage.

**K. VENDING MACHINES:** Vending machines shall be counted against the total allowable signage unless it is completely shielded from public view by a fence or other barrier.

**L. WALL SIGN:** Projecting wall signs shall extend no more than thirty-six (36) inches from the surface upon which it is attached, shall not exceed the height of the building on which it is mounted and must have at least eight (8) feet of ground clearance.

### **1.07 ADDITIONAL REQUIREMENTS FOR MUNICIPAL SIGNS**

A. A temporary or permanent municipal sign may be placed on municipal property, provided all of the requirements set forth herein are satisfied.

B. Municipal signs that announce upcoming Town meetings, elections, water system information, including flushing schedules and conservation restrictions, shall be permitted in a public right-of-way as a matter of right, provided that they do not obstruct traffic or otherwise pose a public safety hazard.

C. Municipal traffic signs, as approved by the Harwich Police and Harwich Department of Highways and Maintenance, shall be permitted in a public right-of-way as a matter of right.

D. Permanent municipal signs shall not exceed 60 square feet for ground signs or 48 square feet for wall signs.

E. Town departments shall have authority over any sign placed on the land and/or buildings under their control, including signs placed by other municipal entities. Signs may remain in place as needed, at the discretion of the entity with authority over the property. Notice of such signs shall be required to be filed by the Town entity with a Building Official prior to display. Note that this does not apply to the following: Election/Town Meeting Sign, Water Department Sign, which may be located on Municipal property land or within a public right-of-way as a matter of right.

### **1.08 EXEMPTIONS FROM PERMIT REQUIREMENTS:**

The following signs do not count towards the total permitted signage unless otherwise indicated and do not require a permit or notification to the Building Official:



1. Business Operations Signs
2. Cautionary Signs
3. Home Occupation Signs
4. Municipal Signs
5. Municipal Signs, Temporary
6. Political Campaign Signs
7. Real Estate Signs
8. Residential Quarterboard
9. Temporary Signs – Special Event Flyers
10. Umbrella Signs
11. Vending Machines
12. Water Department Signs
13. Town Meeting/Election Signs

### **1.09 NON-CONFORMING SIGNS:**

Lawfully pre-existing signs that do not comply with the provisions of this bylaw at the time of its adoption may be maintained so long as they are kept in a state of good repair as specified in Section 1.08 of this bylaw, and so long as they are not relocated, replaced or structurally altered. Pre-existing signs that are relocated, replaced, structurally altered or not kept in a state of good repair as specified in Section 1.08 of this by-law, shall not be allowed to continue as non-conforming signs and shall require new permits and compliance with this by-law. A lawfully pre-existing non-conforming sign destroyed by natural disaster or accident can be replaced by a sign of the same dimensions in the same location as the original sign.

### **1.10 APPEALS:**

Any applicant, who believes a denial is not justified, has the right to appeal to the Board of Appeals, and to appear at a meeting for which proper notice can be given and agenda time is available. Intention to take an appeal to the Board of Appeals shall be filed with the Town Clerk in writing within thirty (30) business days following the denial of the permit by a Building Official, pursuant to Chapter 40A. Applicants appealing to the Board of Appeals may request review of the decision of a Building Official or a variance to the Sign Regulation pursuant to MGL Chapter 40A Section 10.

### **1.11 VIOLATIONS OF THIS BY-LAW:**

Violation of this By-law is subject to enforcement action through the Building Department pursuant to Section X.D of the Town of Harwich Zoning By-laws.

### **1.12 SEVERABILITY:**

If any provision of this By-law is held invalid by a court of competent jurisdiction, the remainder of the By-law shall not be affected thereby. The invalidity of any section or sections or parts of any section or sections of this By-law

shall not affect the validity of the remainder of the Harwich Zoning By-law.

**THE FINANCE COMMITTEE WILL MAKE ITS RECOMMENDATION AT TOWN MEETING. VOTE: YES-5, NO-0.**

**MOTION:** (Angelo LaMantia, Selectman) I move that this article be accepted and adopted **as amended from the printed warrant by the Planning Board and** the Town vote to amend the Harwich Zoning By-law by deleting Section VII (Sign Regulations) and substituting a new Section VII (Sign Regulations) as set forth below, and to act fully thereon.

Duly seconded

At this time Matthew F. McCaffery, Chairman read the Planning Board Report as follows:

April 15, 2009

To: Board of Selectmen

From: Matthew McCaffery, Chair  
Planning Board

RE: Article 35 – Amend the Sign By-Law

On April 14, 2009, the Planning Board held a public hearing to amend Section VII of the Sign Regulations. During the public discussion a request was made to amend sections 1.02, 1.04, 1.06 and 1.08 and the Board voted unanimously to refer the article to Town Meeting. Town Counsel determined these changes were still within the scope of the article.

**AMENDMENT TO MAIN MOTION:** (Matthew F. McCaffery, Chairman-Planning Board) I move to amend Article 35 with the following:

1.04 D : INSERTION OF THE WORD “RESPECTIVE”

“For single tenant, non-municipal business accessed directly from a street, right-of-way or parking area, the maximum permitted area of all non exempt signs shall be forty-eight (48) square feet per **respective** public entrance façade.”

1.04 F : INSERTION OF PHRASE

“Additional cluster signs may be allowed by special permit from the Planning Board. Signage in excess of (48) square feet, **and/or allocation of total allowed square footage over entry and non-entry facades**, as referenced above in D and E.2 may also be allowed by special permit from the Planning Board.”

1.06. A. : INSERTION OF NEW ITEM (1.06.A.8):

**“8. PARKING SIGNS: Shall be limited to one (1) square foot per parking space.”**

Duly seconded

**ACTION ON AMENDMENT:** The amendment carried unanimously

**AMENDMENT TO MAIN MOTION AS AMENED:** (Geoffrey Wiegman, Tax Payers Association) I move that Article 35 be amended as follows: Section 1.06B 4: Add the following:

**HARWICHPORT CENTER**

Doane Park on Route 28 on the north side of the park along Rt. 28

Duly seconded

**ACTION ON THE AMENDMENT:** The amendment carried.

**ACTION ON MAIN MOTION AS AMENDED:** This needed a 2/3 majority vote to pass, it was a unanimous vote so declared.

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

**ARTICLE 36.** To see if the Town will vote to raise and appropriate and/or transfer from available funds a sufficient sum of money to supplement the Massachusetts Cultural Council annual allocation for grant awards to artists, performers and interpretive scientists who bring events to local venues which enhance the cultural experience of Harwich citizens of all ages, and to act fully thereon. By request of the Harwich Cultural Council. Estimated Cost: \$2,500.

*Explanation: Please note that State Budget cuts have affected funding levels. Our schools have benefited greatly from this source of funding.*

**THE FINANCE COMMITTEE WILL MAKE ITS RECOMMENDATION AT TOWN MEETING. VOTE: YES-5, NO-0.**

**MOTION:** (Edward McManus, Selectmen) I move that this article be accepted and adopted and the sum of \$2,500 be transferred from Free Cash to the Harwich Cultural Council for this purpose.

Duly seconded

**ACTION:** It was so voted

**ANNUAL AUTHORIZATION TO ESTABLISH REVOLVING FUND FOR COUNCIL ON AGING**

**ARTICLE 37.** To see if the Town will vote to request annual authorization to establish a revolving fund for the purpose of funding programs with the

Council on Aging, pursuant to the provisions of Chapter 44, Section 53E ½ of the Massachusetts General Laws, and to act fully thereon: By request of the Council on Aging. Estimated cost: \$10,000

*Explanation: The programs include health, recreational and educational programs and services such as: Bridge classes, Better Bones Osteoporosis exercise classes, Seniorfit classes, Pedicare Clinics, Young at Heart Exercise classes, Stroke Prevention of New England, etc. as approved by the Council on Aging. A member of the Council on Aging Board and the Director of the Council on Aging would be responsible for the accounting of the expenditures in the revolving account. Monies generated from fees for programs and services will be placed into this fund and the limit on total expenditures shall not exceed \$10, 000.00.*

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

**MOTION:** (Dana DeCosta, Chairman-Finance Committee) I move that this article be accepted.

Duly seconded

**ACTION:** It was a unanimous vote, so declared.

#### **CRANBERRY VALLEY GOLF COURSE RESTAURANT LEASE**

**ARTICLE 38.** To see if the Town will vote to authorize the Board of Selectmen to issue a Request For Proposals from prospective lessees and subsequently to enter into a long term lease to operate the restaurant at Cranberry Valley Golf Course for a term up to ten (10) years, and to act fully thereon. By request of the Harwich Golf Committee.

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

**MOTION:** (Dana DeCosta, Chairman-Finance Committee) I move that this article be accepted.

Duly seconded

**ACTION:** It was a unanimous vote, so declared.

#### **CONSTRUCT MEMORIAL GARDEN FOR CREMATED REMAINS**

**ARTICLE 39.** To see if the Town, pursuant to Massachusetts General Laws, Chapter 114, Section 34, will grant permission to St. Peter's Lutheran Church to construct a memorial garden for cremated remains on the church property located at 310 Route 137, Harwich, Massachusetts, and to act fully thereon. By request of the Board of Health. No cost to the Town.

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

**MOTION:** (Dana DeCosta, Chairman-Finance Committee) I move that this article be accepted.

Duly seconded

**ACTION:** It was so voted.

**TOWN BY-LAW – PUBLIC DISPLAY AND/OR  
CONSUMPTION OF MARIJUANA**

**ARTICLE 40.** To see if the Town will vote to approve the addition of a new Town By-Law regarding the public display and/or consumption of marijuana or any derivatives thereof:

No person shall display, roll, smoke, ingest, or otherwise use or consume marijuana or any form of tetrahydrocannabinol (as defined in G.L.c.94C,1, as amended) while in or upon any street, sidewalk, public way, footway, passage, stairs, bridge, park, playground, beach, recreation area, boat landing, public building, schoolhouse, school grounds, cemetery, parking lot, or any area owned or under the control of the Town; or in or upon any bus or other passenger conveyance operated by a common carrier; or in any place accessible to the public.

This by-law may be enforced through non-criminal disposition pursuant to G.L.c. 40, 21D, by any police officer with enforcement authority in the Town. The fine for violation of this by-law shall be three hundred dollars (\$300) for each offense. Any penalty imposed under this by-law shall be in addition to any civil penalty imposed under G.L.c. 94C, 32L.

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

**\*Note:** Towns may choose one of three enforcement mechanisms: non-criminal disposition pursuant to G.L. c.40, 21D; by criminal indictment or complaint pursuant to G.L.c. 40, 21; or both as set forth above.

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

**MOTION:** (Dana DeCosta, Chairman-Finance Committee) I move that this article be accepted and adopted.

Duly seconded

**AMENDMENT TO MAIN MOTION:** To amend the article by striking the amount of (\$300.00) and in its place thereof the amount of (\$50.00).

Duly seconded

**ACTION ON AMENDMENT:** This amendment did not carry

**ACTION ON MAIN MOTION:** The article carried.

### **PROMOTE THE TOWN OF HARWICH**

**ARTICLE 41.** To see if the Town will vote to raise and appropriate and/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 within the Town of Harwich. Said monies to be used to manage visitor/resident information services, to support the town with promotional pieces and activities, and to encourage the establishment and sustainability of business in Harwich through a partnership of economic development activities with the Town, and to act fully thereon. By Petition. Estimated Cost: \$15,000.

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

**MOTION:** (Dana DeCosta, Chairman-Finance Committee) I move that this article be accepted and the sum of \$15,000.00 be transferred from Free Cash for this purpose.

Duly seconded

**ACTION:** It was so voted.

### **DEFRAY EXPENSES OF THE CHASE LIBRARY AND THE HARWICH PORT LIBRARY**

**ARTICLE 42.** To see if the Town will vote to raise and appropriate and/or transfer from available funds the sum of \$22,630 to help defray the expenses of the Chase Library and Harwich Port Library; said funds to be expended under the direction of the Chase Library and the Harwich Port Library Trustees, and to act fully thereon. By Petition. Estimated Cost: \$22,630.

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

**MOTION:** (Edward McManus, Selectmen) I move that this article be accepted and the sum of \$22,000.00 be transferred from Free Cash for this purpose.

Duly seconded

**ACTION:** It was so voted.

### **9-HOLE MEMBERSHIP TO CRANBERRY VALLEY GOLF COURSE**

**ARTICLE 43.** To see if the Town will vote to instruct the Cranberry Valley Golf Course to immediately offer a 9-hole membership to town resident taxpayers. This membership will cost one half of the regular 18-hole member-

ship. Play will be restricted to the first 80 minutes on the back nine and after 2:00 PM during high season, as determined by the Golf Committee, and to act fully thereon. By Petition.

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

**MOTION:** (Hank Janson) I move that this article be accepted as printed in the warrant.

Duly seconded

**ACTION:** This motion did not carry.

### **REPEAL SECTION VII OF THE TOWN OF HARWICH BY-LAWS**

**ARTICLE 44** To see if the Town will vote to repeal Section VII of the Town of Harwich By-Laws dated December 13, 2004 (as amended) and substitute the attached proposed new Section VII, and to act fully thereon. By Petition.

## **PROPOSED SECTION VII – SIGN REGULATIONS**

### **1.00 PURPOSE AND SCOPE:**

The purpose of this regulation is to permit permanent and temporary signs on private property that facilitate communication and encourage economic development by identifying businesses and other land uses in ways that complement and enhances the environment. This regulation does not apply to signs located on town-owned property.

Signs located on town-owned property are regulated by the policies set forth by the Board of Selectmen.

Signs located on private non-commercial property are subject to this bylaw only with respect to the size and content of such sign.

### **1.01 RELATIONSHIP TO OTHER BYLAWS AND POLICIES:**

A. Nothing in this bylaw shall be construed as exempting an applicant from any other applicable town, county, state, or federal bylaws or policies.

B. To the extent that the requirements of this bylaw differ from, or are not in accordance with any other applicable requirements, the more restrictive requirements shall apply.

### **1.02 DEFINITIONS:**

**BOARD:** The Harwich Zoning Board of Appeals.

**BUILDING OFFICIAL:** The Harwich Building Commissioner or Building Inspector.

**CLUSTER SIGN:** Any sign identifying a business, commercial or industrial development that provides one space per business entity within the development.

**COMMERCIAL PROPERTY:** Property that is located in a C-V, C-H-1, C-H-2 or I-L zone as shown on a map entitled "Zoning Map of the Town of Harwich

Massachusetts, dated August, 1972."

**GROUND SIGN:** A sign supported by poles, uprights or braces extending from the ground but not attached to any part of a building.

**PRIVATE PROPERTY:** Property that is not owned by either the town, county or state.

**SIGN:** Sign shall mean and include every advertising message, announcement, declaration, demonstration, illustration, insignia, surface or space erected or maintained in view of the observer thereof primarily for identification, advertisement, or promotion of the interest of any person, entity, product, or service. The definition of a sign shall also include the sign structure, supports, lighting system, and any attachments, flags, ornaments or other features used to draw the attention of observers. Indoor or outdoor displays of merchandise for sale at retail on the premises shall not be considered a sign for the purposes of this by-law. The following are meant to be examples of signs, but are not all-inclusive:

**A-Frame/Easel/Sandwich Signs:** Usually a double-faced, free-standing, portable sign

**Awning/Canopy Signs:** Signage affixed to awnings/canopies associated with a business entity.

**Display Box/Menu Board Sign:** Usually a free-standing or wall sign, or an erasable chalk board, sometimes enclosed in glass, for the purpose of displaying menus, entertainment announcements or similar items or events.

**SIGN PERMIT:** A permit issued by the Building Official for the erection, construction, enlargement, alteration, repair, or improvement of any permanent sign.

**TEMPORARY SIGNS:** A sign that is displayed for a limited period of time and is not permanently anchored to either the ground or a structure.

**TOWN-OWNED PROPERTY:** Town-owned property, for purposes of this regulation and the Town of Harwich Sign Policy for Town Owned Properties, shall be determined by the road layout as maintained by the DPW with the assumption that the road is properly located. For ease of determination, any property located between the edge of a town-owned road surface and the greater distance to any of the following: street sign, utility pole, fire hydrant and/or sidewalk shall be considered town-owned or controlled.

**WALL SIGN:** A sign attached to, painted on, or erected against a wall or roof of a building or structure which extends no more than thirty-six (36) inches



from the surface upon which it is attached and whose display surface is either parallel or perpendicular to the face of the building and does not exceed the height of the building on which it is mounted. Projecting wall signs must have at least eight (8) feet of ground clearance.

### **1.03 PERMIT REQUIREMENTS:**

A. Before any permanent sign is erected, constructed, enlarged, altered, repaired, improved or moved, it shall conform to the requirements contained in this bylaw and shall be approved and shall have received a permit from a Building Official unless the sign is expressly exempted herein from the provisions of this bylaw.

B. Before any permanent sign receives a permit from a Building Official it shall be reviewed by the Architectural Advisory Committee.

C. A pre-application conference with the Building Department is encouraged in order for the applicant to become acquainted with application procedures, design standards, and related Town ordinances.

### **1.04 SIGNS ALLOWED WITHOUT PERMITS:**

The following signs do not count towards the total permitted signage unless otherwise indicated, do not require a permit and shall comply as follows:

**BUSINESS HOUR SIGNS:** "Open/closed" and related hours-of-operation signs which do not exceed one (1) square foot.

**CONSTRUCTION SIGNS:** A temporary wall or ground sign on either commercial or non-commercial property not more than eight (8) square feet advertising the construction, remodeling or rebuilding of a certain structure for a permitted use on which the signs are located. Such signs shall not be illuminated and shall be removed immediately upon final inspection or within forty eight (48) hours of the completion of the work not requiring a permit.

**DIRECTIONAL SIGN:** Any on-premise sign that directs the movement or placement of pedestrian or vehicular traffic without reference to or inclusion of, the name of a product sold or services performed.

**HOME OCCUPATION SIGNS:** Signs identifying any home occupation as defined by the Harwich Zoning Bylaw shall be limited to a wall or a ground sign. The total square footage of any home occupation sign shall not exceed four (4) square feet in area and may be illuminated in commercial zones per section 1.07 of this bylaw. Wall signs may be attached to any structure and/or fence.

**"OPEN" FLAG:** One "open" flag per business establishment shall be allowed and shall not exceed twenty-four (24) square feet in size.

**REAL ESTATE SIGNS:** A temporary wall or ground sign not more than eight (8) square feet advertising the sale, rental, or lease of a designated structure or land area for a permitted use on which the signs are located. One sign shall be allowed per street frontage, shall not be illuminated, and shall be removed immediately once the property is rented, leased or sale is completed.

**RESIDENTIAL QUARTERBOARD:** A traditional quarterboard, not to exceed eighteen (18) inches in height or ten (10) feet in length. A residential quarterboard shall not advertise a business or profession.

**SPECIAL EVENT FLYERS:** Flyers for special events measuring not more than two (2) square feet in total area shall be permitted for display in the windows of non-commercial uses. Such flyers may be erected no sooner than two weeks before the event, and shall be removed within 72 hours after the event; but in no event shall a flyer be erected more than 30 days.

**SUBDIVISION SIGNS:** Subdivision signs are limited to a maximum of twenty (20) square feet per sign and may not exceed six (6) feet in height. One sign may appear at each entrance.

**TEMPORARY SIGNS:** Temporary signs not exceeding eight (8) square feet located on commercial property

**UMBRELLA SIGNS:** Signage as part of an umbrella that advertises a product for sale on the premises. Umbrellas containing the name of a particular establishment shall count against the establishment's total signage.

### **1.05 COMMERCIAL, INDUSTRIAL AND BUSINESS CLUSTER SIGNS:**

Business, commercial, or industrial developments may construct cluster signs containing the name of the development and/or listings of individual businesses, products or services within the development. Signage at the location of each establishment within the development is also allowed per Sections 1.07 through 1.09 of this bylaw.

### **1.06 NON-CONFORMING SIGNS:**

Lawfully permanent pre-existing signs that do not comply with the provisions of this bylaw at the time of its adoption may be maintained so long as they are kept in a state of good repair as specified in Section 1.08 of this bylaw, and so long as they are not relocated, replaced or structurally altered. Pre-existing signs that are relocated, replaced, structurally altered or not kept in a state of good repair as specified in Section 1.08 of this by-law, shall not be allowed to continue as non-conforming signs and shall require new permits and compliance with this by-law. A lawfully pre-existing non-conforming sign destroyed by natural disaster or accident can be replaced by a sign of the same dimensions in the same location as the original sign.

### **1.07 A-FRAME/EASEL/SANDWICH SIGNS:**

A-frame/easel/sandwich signs shall not be allowed in the following areas:

A. Along Route 28 in Harwich Port between Gorham Road to the East and Sisson Road to the West

B. Along Route 39 in Harwich Center between Chatham Road to the East and Sisson road to the West

### **1.08 GENERAL REQUIREMENTS:**

A. Sign placement shall not interfere with snow removal, or vision or movement of motorists, pedestrians and bicyclists.

B. Signs shall be externally lit or backlit only and shall be designed, installed and maintained so as to eliminate or minimize upward directed light and glare and so that lights illuminate only the sign, and not property which adjoins or is nearby. Luminous tube/neon/internally illuminated signs are permitted to be displayed in windows only. The total area of all luminous tube/neon/internally illuminated signs shall not exceed six (6) square feet. No animated signs are permitted.

C. No commercial Ground Sign may exceed twelve (12) feet in height.

D. No sign shall be allowed that is not in good taste.

### **1.09 CONSTRUCTION AND MAINTENANCE:**

A. All signs and sign structures shall be constructed of materials of sufficient strength and quality to withstand weathering or deterioration by wind, moisture and other natural elements, and shall be maintained in a state of good repair with all braces, bolts, supporting framework, fastenings, lettering and design work free from deterioration.

B. A Building Official shall have the authority to order the repair, alteration or removal of any sign or structure which constitutes a hazard to public health and safety, or which is otherwise not in compliance with this bylaw.

### **1.10 SIGN AREA MEASUREMENT:**

A. For single tenant businesses accessed directly from a street, right-of-way or parking area, the maximum permitted sign per public entrance façade shall be forty-eight (48) square feet.

B. Buildings within a project or premise, having more than one (1) tenant or use, shall provide a Master Sign Plan for the entire structure or project for review and approval by the Planning Board prior to any sign permit approval by a Building Official. Once the Planning Board has approved a Master Sign Plan, further approval by the Planning Board will only be required if there are changes to the structure in question that would require Site Plan Review pursuant to Section X.K of the Harwich Zoning By-law. For office buildings, shopping plazas and shopping centers, a cluster sign of up to sixty square feet (60 sq. ft.) is permitted as part of the Master Sign Plan to identify the name of the complex and each individual tenant, plus each tenant may have signage at the location of their business of up to forty-eight square feet (48 sq. ft.) per entrance façade. For office buildings, shopping plazas and shopping centers having road frontage on more than one street, one sign shall be allowed for each street frontage so long as the total square footage of all such cluster signs does not exceed sixty (60) square feet.

Total sign area within the Master Sign Plan is subject to the size limitations of this Section. Sign area cannot be transferred to a single building or from other buildings in the project. In addition, the amount of signage assigned to a specific space in a building shall be tied to that space through the lease or purchase agreement. Under no circumstances may the sign area designated for an individual space be transferred to another space in the same building or complex. In the case where a single tenant occupies more than one space, the sign area may be combined for as long as a single tenant occupies both spaces. If the spaces are separated, the original sign area will be returned to each individual space.

C. The area of a sign face shall be computed by measurement of the smallest square, circle, rectangle, triangle, or combination thereof that will encompass the extreme limits of the writing, representation, emblem, or other display. This shall include any material or color forming an integral part of the background of the display or used to differentiate the sign from the backdrop or structure against which it is placed. The area calculation shall not include structural supporting framework, bracing or wall. If any advertising is present on the supports of a sign, the area of the supports will count towards the total allowable signage. Where there are two faces back to back, the total area of the largest face shall determine the area of the sign.

D. Where two faces are placed at greater than thirty degree (30°) angles to one another, the sign area shall mean the total area of both faces.

E. Non-commercial signs located on private property cannot exceed thirty two (32) square feet.

### **1.11 ENFORCEMENT**

The Building Official shall enforce this regulation and the Board of Selectmen Sign Policy for Town-Owned Properties. Such enforcement shall include the removal, without notice, of signs that are in violation of either this regulation or the Sign Policy for Town-Owned properties. If the Building Official fails to strictly enforce either this bylaw or the Sign Policy for Town-Owned Properties any citizen upon notification to the Building Official shall have the right to act on behalf of the Building Official without liability.

### **1.12 APPEALS:**

Any applicant, who believes a denial is not justified, has the right to appeal to the Board, and to appear at a meeting for which proper notice can be given and agenda time is available. Intention to take an appeal to the Board shall be filed with the Town Clerk in writing within thirty (30) business days following the denial of the permit by a Building Official, pursuant to Chapter 40A. Applicants appealing to the Board may request review of the decision of the Building Official or a variance to the Sign Regulation pursuant to MGL Chapter 40A Section 10.

### **1.14 SEVERABILITY:**

If any provision of this By-law is held invalid by a court of competent jurisdiction, the remainder of the By-law shall not be affected thereby. The invalidity of any section or sections or parts of any section or sections of this By-law shall not affect the validity of the remainder of the Harwich Zoning By-law.

**THE FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE INDEFINITELY POSTPONED. VOTE: YES-4, NO-1.**

**MOTION:** (Dana DeCosta, Chairman-Finance Committee) I move that this article be indefinitely postponed.

Duly seconded

**ACTION:** This article is indefinitely postponed.

### **FUND RECONSTRUCTION OF OLD POST ROAD**

**ARTICLE 45.** To see if the Town will vote to raise and appropriate, transfer from available funds or borrow a sufficient sum of money to repair Old Post Road, subject to repayment through the use of a private way betterment assessment program, and to act fully thereon. By Petition. Estimated cost: \$92,125.

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

**MOTION:** (Dana DeCosta, Chairman-Finance Committee) I move that \$92,125 is appropriated to repair Old Post 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 \$92,125 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:** It was a unanimous vote, so declared.

### **COMPENSATING BALANCE AGREEMENT**

**ARTICLE 46.** 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 2008 pursuant to Chapter 44, Section 53F of the General Laws and to act fully thereon. Customary Article.

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

**MOTION:** (Dana DeCosta, Chairman-Finance Committee) I move that this article be accepted and adopted.

Duly seconded

**ACTION:** It was so voted.

A motion was made to reconsider, this required a  $\frac{3}{4}$  vote to pass, and it was a unanimous vote, so declared.

**MOTION:** Dana DeCosta, Chairman-Finance Committee) I move that this article be accepted and adopted except that 2008 should be 2010.

Duly seconded

**ACTION:** It was a unanimous vote, so declared.

### **LIABILITY TIDAL/NON-TIDAL RIVERS**

**ARTICLE 47.** To see if the Town will assume the liability in the manner provided by Section 29 of Chapter 91 of the General Laws as amended by Chapter 516 and 524, Acts of 1950, for all damages that may be incurred by work to be performed by the Department of Public Works of Massachusetts, for improvement, development, maintenance and protection of tidal and non-tidal rivers, streams, harbors, tide waters, foreshore and shores along a public beach outside of Boston Harbor, including the Merrimack and Connecticut Rivers in accordance with Section 11 of Chapter 91 of the General Laws and to authorize the Selectmen to execute and deliver a bond of indemnity to the Commonwealth, and to act fully thereon. Customary Article.

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

**MOTION:** (Dana DeCosta, Chairman-Finance Committee) I move that this article be accepted and adopted.

Duly seconded

**ACTION:** It was so voted.

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

### **FINANCE COMMITTEE**

I thereby appoint the following people to the Finance Committee

1. Peter Hughes to a three year term.
2. Albert Patterson to a three year term.
3. Richard Larios to a three year term.
4. William Greenwood to a two year term.
5. William Baldwin to a two year term.

## **SUVEYOR OF WOOD AND LUMBER**

I hereby appoint the Building Inspector as the Surveyor of Wood and Lumber.

## **TRUSTEE, CALEB CHASE FUND**

I hereby appoint William H. Doherty, Jr. to a three year term.

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

Dated: June 17, 2009.

s/Michael D. Ford, Esq.  
Town Moderator

## **HERRING FISHERIES**

ARTICLE 48. To see what action the Town will take in regard to the Herring Fisheries and to act fully thereon. Customary Article.

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

**MOTION:** (Dana DeCosta, Chairman-Finance Committee) I move that this article be accepted and adopted.

Duly seconded

**ACTION:** It was so voted.

At 11:20 PM on May 5, 2009 a motion was made to adjourn the Annual Town Meeting, it was duly seconded and so voted.

## **THE FOLLOWING ARTICLE WERE PASSED AT THE ANNUAL TOWN MEETING MAY 4, 2009**

### **CUSTOMARY ARTICLES**

ARTICLE 1	TOWN OFFICERS AND COMMITTEES
ARTICLE 2	REPORTS OF TOWN OFFICERS AND COMMITTEES
ARTICLE 3	ELECTED OFFICIALS SALRIES
ARTICLE 46	COMPENSATION BALANCE AGREEMENT
ARTICLE 47	LIABILITY TIDAL/NON TIDAL RIVERS
ARTICLE 48	HERRING FISHERIES

### **CAPITAL PLAN**

ARTICLE 6	CAPTIAL PLAN - ADOPTION
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**AMEND GENERAL BY-LAWS**

ARTICLE 40 TOWN BY-LAW – PUBLIC DISPLAY AND/OR  
CONSUMPTION OF MARIJUANA

**AMEND ZONING BY-LAWS**

ARTICLE 34 LARGE SCALE WIND GENERATION  
ARTICLE 35 AMEND SIGN BY-LAW

**MISCELLANEOUS**

ARTICLE 37 ANNUAL AUTHORIZATION TO ESTABLISH  
REVOLVING FUND FOR THE COUNCIL ON AGING  
ARTICLE 38 CRANBERRY VALLEY GOLF COURSE RESTAURANT  
LEASE  
ARTICLE 39 CONSTRUCT MEMORIAL GARDEN FOR CREMATION  
REMAINS

**APPROPRIATIONS VOTED UNDER ARTICLES  
ANNUAL TOWN MEETING  
MAY 4, 2009**

**FROM TAX LEVY**

ARTICLE 4 BUDGET \$ 44,029,402.00

**TRANSFERRED FROM FREE CASH**

ARTICLE 9	LEASE OR PURCHASE AND EQUIP VEHICLES	89,214.00
ARTICLE 10	PURCHASE NEW EQUIPMENT	69,000.00
ARTICLE 11	REPLACE PORTION OF ROOF OF THE DPW MAINTENANCE BUILDING	24,500.00
ARTICLE 14	FUND PHASE II OF THE REPLACEMENT OF TOWN HVAC UNITS	125,800.00
ARTICLE 15	FUND PHASE II TO REPLACE SELF CONTAINED BREATHING APPARATUS	80,000.00
ARTICLE 16	ADD TO DREDGING RESERVE FUND	100,000.00
ARTICLE 32	MAINTAIN, UPDATE, AND/OR CERTIFY REAL/PERSONAL PROPERTY VALUATIONS	25,000.00
ARTICLE 33	FUND SCHOLARSHIP AWARDS FOR PROJECT CONTEMPORARY COMPETITIVENESS	15,000.00
ARTICLE 36	SUPPLEMENT ANNUAL ALLOCATION OF MASS CULTURAL COUNCIL FOR LOCAL GRANTS	2,500.00
ARTICLE 41	PROMOTE THE TOWN OF HARWICH	15,000.00
ARTICLE 42	DEFRAY EXPENSES OF THE CHASE LIBRARY AND THE HARWICH PORT LIBRARY	22,000.00



**FROM OTHER AVAILABLE FUNDS**

ARTICLE 4	BUDGET	
	CPC FUND	839,872.00
	CPCA (HISTORIC)	50,000.00
	CABLE FUND	183,000.00
	SEPTIC BETTERMENT FUND	17,250.00
	LIBRARY GRANT	75,000.00
	WATERWAYS MANAGEMENT FUND	125,000.00
	OVERLAY SURPLUS	100,000.00
	FEMA FUND	17,875.00
ARTICLE 8	FUND RESTORATION OF FIRE DEPT. LADDER TRUCK	200,000.00
ARTICLE 13	FUND INSTRUCTIONAL TECHNOLOGY HARDWARE AND SOFTWARE FOR THE SCHOOLS	34,122.00
ARTICLE 16	ADD TO DREDGING RESERVE FUND	50,000.00
ARTICLE 32	MAINTAIN, UPDATE, AND/OR CERTIFY REAL/PERSONAL PROPERTY VALUATIONS	25,000.00

**BALLOT QUESTION - BORROWING**

ARTICLE 12	DESIGN AND ENGINEERING COSTS FOR GREENSAND TREATMENT FACILITY	1,500,000.00
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**BORROWING**

ARTICLE 45	FUND RECONSTRUCTION OF OLD POST ROAD	92,125.00
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**BALLOT QUESTION-CAPITAL EXCLUSIONS**

ARTICLE 7	FUND ROAD MAINTENANCE PROGRAM	350,000.00
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**CPC/LAND BANK FUNDS**

ARTICLE 17	FUND CONSTRUCTION OF MULTI-PURPOSE RECREATION FIELD	266,000.00
ARTICLE 18	PRESERVATION OF TOWN RECORDS	24,000.00
ARTICLE 19	RESTORATION, PRESERVATION AND STORAGE OF TOWN RECORDS	65,000.00
ARTICLE 20	ALBRO HOUSE HISTORIC RESTORATION PROJECT - PHASE 1	8,500.00
ARTICLE 21	PRESERVATION OF HISTORIC BUILDINGS	45,000.00
ARTICLE 22	SOUTH HARWICH MEETING HOUSE RESTORATION PROJECTS	200,000.00
ARTICLE 23	PURCHASE AND INSTALL INTERPRETATIVE SIGNAGE AT THE BROOKS ACADEMY SITE	1,000.00
ARTICLE 24	HARWICH HISTORIC CENTER INITIATIVE	50,000.00

ARTICLE 25	SOUTH HARWICH CEMETERY PRESERVATION AND IMPROVEMENTS	134,000.00
ARTICLE 26	HECH WEST HARWICH RENTAL HOUSING PRE-DEVELOPMENT FUNDS	90,000.00
ARTICLE 27	FUND AFFORDABLE HOUSING PROJECTS ON TOWN PROPERTIES DESIGNATED FOR AFFORDABLE HOUSING PHASE 1 (CONTINUED)	20,000.00
ARTICLE 29	FUND TOWN TRAIL SYSTEM IMPROVEMENTS	2,000.00
ARTICLE 30	FUND PURCHASE OF LAND FOR OPEN SPACE	75,000.00
ARTICLE 31	FUND PURCHASE OF LAND FOR OPEN SPACE	370,000.00

#### **WATER ENTERPRISE FUND**

ARTICLE 4	BUDGET	641,296.00
ARTICLE 5	WATER OPERATION BUDGET	2,321,953.00

### **THE FOLLOWING ARTICLE WERE PASSED AT THE SPECIAL TOWN MEETING MAY 5, 2009**

#### **ACCEPT MASSACHUSETTS GENERAL LAWS**

ARTICLE 12	ACCEPT PROVISIONS OF M.G.L. CHAPTER 60, SECTION 15
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#### **AMEND GENERAL BY-LAWS**

ARTICLE 1	ACCEPT CODIFICATION OF THE GENERAL BY-LAWS
ARTICLE 3	AMEND TOWN BY-LAW – KENNEL LICENSES

#### **AMEND ZONING – BY-LAWS**

ARTICLE 2	ACCEPT CODIFICATION OF THE ZONING BY-LAWS
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#### **CPC/LAND BANK**

ARTICLE 6	RESERVE FOR FUTURE APPROPRIATION AMOUNTS FROM FY 2009 COMMUNITY PRESERVATION FUND ESTIMATED ANNUAL REVENUES
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#### **MISCELLANEOUS**

ARTICLE 15	LAND FOR AFFORDABLE HOUSING – AMERICAN DREAM II
ARTICLE 16	SELL PARCEL OF TOWN-OWNED LAND
ARTICLE 17	SURPLUS REVENUE

**APPROPRIATIONS VOTED UNDER ARTICLES  
SPECIAL TOWN MEETING  
MAY 5, 2009**

**TRANSFERRED FROM FREE CASH**

ARTICLE 4	FUND POLICE AND FIRE CLAIMS TRUST FUND	\$ 16,000.00
ARTICLE 5	SNOW AND ICE DEFICIT	265,000.00
ARTICLE 14	CREATE A REGIONAL SCHOOL DISTRICT PLANNING COMMITTEE	5,000.00

**FROM OTHER AVAILABLE FUNDS**

ARTICLE 13	REPLACE CATCH BASINS IN HARWICH CENTER	49,600.00
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**BALLOT QUESTION - OVERRIDE**

ARTICLE 9	HIRE TWO DAY FIREFIGHTERS/ PARAMEDICS	\$ 214,006.00
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**ATM MAY 2009**  
**FY 2010 OPERATING BUDGET**

ATM MAY 2009		FY 2010 OPERATING BUDGET		VOTED BY		VOTED FY BOS		Line #
Line #	DESCRIPTION	FY08 ACTUAL	TOWN MEETINGS FY 2009	TA REQUEST FY 2010				
Article #4								
1	Moderator S&W	\$ 300	\$ 300	\$ 300	\$ 300			1
2	Selectmen's S&W	7,456	7,500	7,500	7,500			2
3	Selectmen's Expense	6,418	6,200	6,200	6,200			3
	Sub-Total	13,874	13,700	13,700	13,700			
4	Finance Committee S&W	1,949	4,200	2,500	2,500			4
5	Finance Committee Expense	195	420	420	420			5
	Sub-Total	2,144	4,620	2,920	2,920			
6	Finance Committee Reserve Fund.	-	150,000	150,000	150,000			6
	Sub-Total	-	150,000	150,000	150,000			
7	Accountant's S&W	197,712	208,746	210,046	210,046			7
8	Accountant's Expense	2,243	1,650	1,640	1,640			8
9	Audit . . . . .	34,000	36,000	36,000	36,000			9
	Sub-Total	233,955	246,396	247,686	247,686			
10	Assessors' S&W	213,356	229,125	227,719	227,719			10
11	Assessors' Expense	19,456	20,709	21,171	21,171			11
	Sub-Total	232,812	249,834	248,890	248,890			

<b>12</b>	Postage	35,030	37,593	36,000	36,000	<b>12</b>
	<b>Sub-Total</b>	<b>35,030</b>	<b>37,593</b>	<b>36,000</b>	<b>36,000</b>	
<b>13</b>	Treasurer/Tax Collector S&W	213,107	228,282	235,737	235,737	<b>13</b>
<b>14</b>	Treasurer/Tax Collector Expense	67,404	89,811	79,381	79,381	<b>14</b>
	<b>Sub-Total</b>	<b>280,511</b>	<b>318,093</b>	<b>315,118</b>	<b>315,118</b>	
<b>16</b>	Medicare Town Share	283,289	320,000	329,588	329,588	<b>16</b>
		<b>283,289</b>	<b>320,000</b>	<b>329,588</b>	<b>329,588</b>	
<b>17</b>	Town Hall S&W . . . . .	343,981	348,599	309,966	309,966	<b>17</b>
<b>18</b>	Town Hall Expense . . . . .	135,879	124,300	113,039	113,039	<b>18</b>
<b>19</b>	Town Hall Capital Outlay	2,360	3,100	3,379	3,379	<b>19</b>
	<b>Sub-Total</b>	<b>482,220</b>	<b>475,999</b>	<b>426,384</b>	<b>426,384</b>	
<b>20</b>	Legal Services . . . . .	151,991	130,000	140,000	140,000	<b>20</b>
<b>21</b>	Claims & Suits	119	500	400	400	<b>21</b>
<b>22</b>	Land Transactions . . . . .	-	-	-	-	<b>22</b>
	<b>Sub-Total</b>	<b>152,110</b>	<b>130,500</b>	<b>140,400</b>	<b>140,400</b>	
<b>23-a</b>	Information Tech S & W	-	149,381	173,638	173,638	<b>23-a</b>
<b>23-b</b>	Information Tech Expenses	94,139	142,534	141,312	141,312	<b>23-b</b>
<b>23-c</b>	<b>Sub-Total</b>	<b>94,139</b>	<b>291,915</b>	<b>314,950</b>	<b>314,950</b>	<b>23-c</b>
<b>24</b>	Constable Salaries . . . . .	375	375	375	375	<b>24</b>

ATM MAY 2009		VOTED BY			
FY 2010 OPERATING BUDGET		FY08	TOWN MEETINGS	TA REQUEST	VOTED FY BOS
Line #	DESCRIPTION	ACTUAL	FY 2009	FY 2010	FY 2010
					Line #
25	Clerk's S&W	143,695	161,467	164,205	164,205
26	Clerk's Expense	22,325	27,150	19,050	19,050
	Sub-Total	166,020	188,617	183,255	183,255
27	Conservation Commission S&W	45,295	48,490	50,636	50,636
28	Conservation Commission Expense	5,161	5,490	5,192	5,192
	Sub-Total	50,456	53,980	55,828	55,828
29	Town Planner S&W . . . . .	117,187	123,879	104,152	104,152
30	Town Planner Expense . . . . .	2,349	2,977	2,187	2,187
	Sub-Total	119,536	126,856	106,339	106,339
31	Planning Board S&W	1,606	1,200	-	-
32	Planning Board Expense . . . . .	178	560	560	560
	Sub-Total	1,784	1,760	560	560
33	Board of Appeals S&W . . . . .	271	1,000	5,100	5,100
34	Board of Appeals Expense.	267	360	360	360
	Sub-Total	538	1,360	5,460	5,460
35	Repairs to Public Buildings	-	-	-	-
36	Town & Finance Committee Reports	12,152	16,000	13,000	13,000

<b>37</b>	Miscellaneous Printing.	-	-	-	-	<b>37</b>
<b>38</b>	Advertising	3,893	3,500	3,500	3,500	<b>38</b>
<b>39</b>	Telephone	63,793	65,000	54,340	54,340	<b>39</b>
<b>40</b>	Gasoline	406,371	-	-	-	<b>40</b>
<b>41</b>	Out of State Travel	122	-	-	-	<b>41</b>
	<b>Sub-Total</b>	<b>486,331</b>	<b>84,500</b>	<b>70,840</b>	<b>70,840</b>	
<b>42</b>	Police Dept S&W	2,684,343	2,679,606	2,681,854	2,681,854	<b>42</b>
<b>43</b>	Police Dept Expense	289,558	336,001	245,186	245,186	<b>43</b>
<b>44</b>	Police Dept Capital Outlay	81,000	56,698	-	-	<b>44</b>
	<b>Sub-Total</b>	<b>3,054,901</b>	<b>3,072,305</b>	<b>2,927,040</b>	<b>2,927,040</b>	
<b>45a</b>	Cranberry Fest- Public Safety	-	-	-	-	<b>45a</b>
<b>45b</b>	Fire Dept S&W	2,691,016	2,574,744	2,574,334	2,574,334	<b>45b</b>
<b>46</b>	Fire Dept Expense	196,055	233,088	221,311	221,311	<b>46</b>
<b>47</b>	Fire Capital Outlay	-	-	-	<b>47</b>	
<b>48</b>	Emergency Medical Services Expense	75,505	100,000	108,001	108,001	<b>48</b>
<b>49</b>	Emergency Medical Services S&W	53,606	73,234	75,058	75,058	<b>49</b>
	<b>Sub-Total</b>	<b>3,016,182</b>	<b>2,981,066</b>	<b>2,978,704</b>	<b>2,978,704</b>	
<b>49a</b>	Emer. Telecom. S&W	-	470,836	471,104	471,104	<b>49a</b>
<b>49b</b>	Emer. Telecom. Expenses	-	10,432	10,163	10,163	<b>49b</b>
	<b>Sub-Total</b>	<b>-</b>	<b>481,268</b>	<b>481,267</b>	<b>481,267</b>	

**ATM MAY 2009**  
**FY 2010 OPERATING BUDGET**

Line #	DESCRIPTION	FY08 ACTUAL	VOTED BY		TA REQUEST FY 2010	VOTED FY BOS FY 2010	Line #
			TOWN MEETINGS FY 2009				
50	Building Inspection S&W . . . .	226,555	232,805		220,986	220,986	50
51	Building Inspection Expense	9,541	11,124		8,200	8,200	51
52	Building Capital Outlay	7,000	-		-	-	52
	<b>Sub-Total</b>	<b>243,096</b>	<b>243,929</b>		<b>229,186</b>	<b>229,186</b>	
53-a	Emergency Management S&W	-	-		8,960	8,960	
53-b	Emergency Management Expense	4,706	4,954		8,080	8,080	
53-c	<b>Sub-Total</b>	<b>4,706</b>	<b>4,954</b>		<b>17,875</b>	<b>17,875</b>	53
54	Animal Control S&W	-	-		51,370	51,370	54
55	Animal Control Expense	-	-		14,530	14,530	55
56		-	-		-	-	56
	<b>Sub-Total</b>	<b>-</b>	<b>-</b>		<b>65,900</b>	<b>65,900</b>	
57a	Natural Resources S&W . . . .	-	-		81,274	81,274	
57b	Natural Resources Expense . . . .	23,501	27,700		27,650	27,650	57
	<b>Sub-Total</b>	<b>23,501</b>	<b>27,700</b>		<b>108,924</b>	<b>108,924</b>	
58	Pleasant Bay Alliance Expense	<b>16,825</b>	<b>17,323</b>		<b>17,040</b>	<b>17,040</b>	58
59	Cape Cod Reg Tech High School	814,660	841,453		789,972	789,972	59
60	Harwich Public Schools	13,390,967	14,423,616		14,453,519	14,453,519	60
	<b>Sub-Total</b>	<b>14,205,627</b>	<b>15,265,069</b>		<b>15,243,491</b>	<b>15,243,491</b>	



<b>61</b>	Town Engineer's Dept S&W	142,064	148,613	148,633	148,633	<b>61</b>
<b>62</b>	Town Engineer's Dept Expense	2,716	5,243	5,243	5,243	<b>62</b>
	<b>Sub-Total</b>	<b>144,780</b>	<b>153,856</b>	<b>153,876</b>	<b>153,876</b>	
<b>63</b>	Highways and Maintenance S&W	1,577,628	1,743,719	1,768,462	1,768,462	<b>63</b>
<b>64</b>	Highways and Maintenance Expense	1,283,332	1,525,959	1,449,211	1,449,211	<b>64</b>
<b>65</b>	Hot Mix, Oil, & Improve Town Rds.	-	-	-	-	<b>65</b>
<b>66</b>	Hwy Snow Removal Wages	58,897	25,000	25,000	25,000	<b>66</b>
<b>67</b>	Hwy Snow Removal Materials	55,863	30,000	30,000	30,000	<b>67</b>
<b>68</b>	Hwy Snow Removal Equipment	95,000	45,000	45,000	45,000	<b>68</b>
	<b>Sub-Total</b>	<b>3,070,720</b>	<b>3,369,678</b>	<b>3,317,673</b>	<b>3,317,673</b>	
<b>69</b>	Street Lights . . . . .	<b>82,846</b>	<b>83,947</b>	<b>85,000</b>	<b>85,000</b>	<b>69</b>
<b>70</b>	Cemetery S&W . . . . .	41,063	39,402	40,679	40,679	<b>70</b>
<b>71</b>	Cemetery Expense . . . . .	3,109	2,850	1,650	1,650	<b>71</b>
	<b>Sub-Total</b>	<b>44,172</b>	<b>42,252</b>	<b>42,329</b>	<b>42,329</b>	
<b>73</b>	Board of Health S&W . . . . .	241,498	256,894	256,931	256,931	<b>73</b>
<b>74</b>	Board of Health Expense	21,299	24,554	16,320	16,320	<b>74</b>
<b>75</b>	Flax Pond Monitoring . . . . .	-	-	-	-	<b>75</b>
	<b>Sub-Total</b>	<b>262,797</b>	<b>281,448</b>	<b>273,251</b>	<b>273,251</b>	
<b>76</b>	Channel 18 S&W	61,741	-	-	-	<b>76</b>
<b>77</b>	Channel 18 Expense	18,218	-	-	-	<b>77</b>
<b>78</b>	Channel 18 Capital Outlay	-	-	-	-	<b>78</b>
	<b>Sub-Total</b>	<b>79,959</b>	<b>-</b>	<b>-</b>	<b>-</b>	

ATM MAY 2009		VOTED BY			
FY 2010 OPERATING BUDGET		FY08 <u>ACTUAL</u>	TOWN MEETINGS		VOTED FY BOS FY 2010
Line #	<u>DESCRIPTION</u>		FY 2009	TA REQUEST FY 2010	Line #
<b>79</b>	Community Center Commission S&W	246,486	214,155	215,285	<b>79</b>
<b>80</b>	Community Center Commission Exp.	131,125	145,496	144,496	<b>80</b>
	<b>Sub-Total</b>	<b>377,611</b>	<b>359,651</b>	<b>359,781</b>	<b>359,781</b>
<b>81</b>	Council on Aging S&W	204,991	222,589	226,213	<b>81</b>
<b>82</b>	Council on Aging Expense	38,764	37,940	34,309	<b>82</b>
	<b>Sub-Total</b>	<b>243,755</b>	<b>260,529</b>	<b>260,522</b>	<b>260,522</b>
<b>83</b>	Youth Counselor S&W	59,599	62,897	65,003	<b>83</b>
<b>84</b>	Youth Counselor Expense	4,280	3,940	3,740	<b>84</b>
	<b>Sub-Total</b>	<b>63,879</b>	<b>66,837</b>	<b>68,743</b>	<b>68,743</b>
<b>85</b>	Veterans' Services Expense	25,831	27,719	30,000	<b>85</b>
<b>86</b>	Veterans' Benefits . . . . .	11,788	15,000	15,000	<b>86</b>
	<b>Sub-Total</b>	<b>37,619</b>	<b>42,719</b>	<b>45,000</b>	<b>45,000</b>
<b>87a</b>	Disability Rights Committee Expense	110	540	440	<b>87a</b>
	<b>Sub-Total</b>	<b>110</b>	<b>540</b>	<b>440</b>	<b>440</b>
<b>87b</b>	Jim Noonan Human Services	-	<b>76,500</b>	<b>76,500</b>	<b>76,500 87b</b>

<b>88</b>	Brooks Library S&W . . . . .	365,074	392,831	404,625	404,625	<b>88</b>
<b>89</b>	Brooks Library Expense	261,252	233,482	225,402	225,402	<b>89</b>
	<b>Sub-Total</b>	<b>626,326</b>	<b>626,313</b>	<b>630,027</b>	<b>630,027</b>	
<b>90</b>	Recreation & Youth Seasonal Help	163,191	181,600	176,704	176,704	<b>90</b>
<b>91</b>	Recreation and Youth S&W.	157,145	165,345	166,466	166,466	<b>91</b>
<b>92</b>	Recreation and Youth Expense.	51,556	58,203	57,695	57,695	<b>92</b>
<b>93</b>	Aid to Various Programs . . . . .	21,038	-	-	-	<b>93</b>
	<b>Sub-Total</b>	<b>392,930</b>	<b>405,148</b>	<b>400,865</b>	<b>400,865</b>	
<b>94</b>	Harbormaster/Natural Resources S&W	222,801	267,857	188,066	188,066	<b>94</b>
<b>95</b>	Harbormaster Expense	105,496	84,072	86,450	86,450	<b>95</b>
<b>96</b>	Harbormaster Capital Outlay	5,000	-	8,000	8,000	<b>96</b>
	<b>Sub-Total</b>	<b>333,297</b>	<b>351,929</b>	<b>282,516</b>	<b>282,516</b>	
<b>97</b>	Brooks Museum Commission Expense	12,660	11,763	11,508	11,508	<b>97</b>
	<b>Sub-Total</b>	<b>12,660</b>	<b>11,763</b>	<b>11,508</b>	<b>11,508</b>	
<b>98</b>	Historical Commission S&W . . . . .	-	-	-	-	<b>98</b>
<b>99</b>	Historical Commission Expense	755	1,750	1,000	1,000	<b>99</b>
	<b>Sub-Total</b>	<b>755</b>	<b>1,750</b>	<b>1,000</b>	<b>1,000</b>	
<b>100</b>	Memorial & Veterans' Day	<b>1,897</b>	<b>2,000</b>	<b>1,900</b>	<b>1,900</b>	<b>100</b>
<b>101</b>	Golf Operations & Maintenance S&W	642,605	671,054	703,423	703,423	<b>101</b>
<b>102</b>	Golf Operations & Maintenance Expense	439,721	435,407	559,278	559,278	<b>102</b>
	<b>Sub-Total</b>	<b>1,082,326</b>	<b>1,106,461</b>	<b>1,262,701</b>	<b>1,262,701</b>	

ATM MAY 2009		VOTED BY			
FY 2010 OPERATING BUDGET		TOWN MEETINGS		TA REQUEST	
Line #	DESCRIPTION	FY08 ACTUAL	FY 2009	FY 2010	VOTED FY BOS FY 2010
					Line #
103	Total Departmental Budgets	15,569,785	16,448,264	16,418,569	16,418,569 103
104	Total Debt SERVICE (PRIN & INT)	4,817,620	4,844,016	5,300,156	5,300,156 104
105	Barnstable County Retirement	1,804,691	1,861,337	2,073,473	2,073,473 105
106	Special Retirement Pension a & b	3,552	3,552	3,551	3,551 106
107	Unemployment Compensation	71,968	60,000	60,000	60,000 107
108	Group Health Insurance	5,187,106	5,192,106	5,955,386	5,955,386 108
109	Insurance, General	494,033	490,000	540,173	540,173 109
110	Insurance Deductibles/Exclusions.	16,742	15,000	15,225	15,225 110
	Sub-Total	7,578,092	7,621,995	8,647,808	8,647,808
111	Total Town Budget w/o HPS & Medicare	27,965,497	28,914,275	30,366,533	30,366,533 111
112	Total Operating Budget FY 10	\$ 42,454,413 \$	44,499,344 \$	45,939,612 \$	45,939,612 112

<u>Operating Budgets</u> <u>Article # 4</u>	<b>FY 2010 Budget</b>	<b>FY 2010 Budget</b>	<b>FY 2010 Budget</b>
<u>By Function</u>	<u>Unallocated</u>	<u>With Benefits</u>	<u>Fully Allocated</u>
<b>General Government</b>	2,071,763	<b>4.4%</b>	<b>7.6%</b>
<b>Public Safety</b>	6,825,936	<b>14.6%</b>	<b>18.5%</b>
<b>Education</b>	15,243,491	<b>32.7%</b>	<b>39.5%</b>
<b>DPW</b>	3,598,877	<b>7.7%</b>	<b>9.8%</b>
<b>Health/Community/Human Service</b>	1,083,796	<b>2.3%</b>	<b>2.9%</b>
<b>Culture and Recreation</b>	2,635,956	<b>5.7%</b>	<b>7.2%</b>
<b>Debt Service</b>	4,460,284	<b>9.6%</b>	<b>9.6%</b>
<b>Debt Service- Land Bank</b>	839,872	<b>1.8%</b>	<b>1.8%</b>
<b>Retirement</b>	2,077,024	<b>4.5%</b>	<b>0.0%</b>
<b>Health Insurance / Payroll Taxes</b>	6,344,974	<b>13.6%</b>	<b>0.0%</b>
<b>P&amp; L Ins., Audit, Postage, Misc.</b>	757,638	<b>1.6%</b>	<b>1.6%</b>
<b>Total FY 2009 Operating Budget</b>	<b>\$45,939,612</b>	<b>100.0%</b>	<b>\$45,939,612</b>
		<b>100.0%</b>	<b>100.0%</b>

**Operating Budgets**  
**Article # 4**

**By Department**

	<b>FY 2010 Budget</b>		<b>FY 2010 Budget</b>	<b>FY 2010 Budget</b>
	<u>Unallocated</u>		<u>With Benefits</u>	<u>Fully Allocated</u>
<b>General Government</b>	<b><u>2,071,763</u></b>	<b><u>4%</u></b>	<b><u>3,550,368</u></b>	<b><u>3,878,679</u></b>
				<b><u>8%</u></b>
<b>Public Safety</b>				
Police	2,927,040	<b>6%</b>	3,702,586	5,288,851
Fire / EMS	2,978,704	<b>6%</b>	3,767,939	4,061,804
Eng. Telecom.	481,267	<b>1%</b>	608,783	622,218
Inspections	229,186	<b>0%</b>	289,911	296,309
Eng Mgt.	17,875	<b>0%</b>	22,611	23,110
Animal Control	65,900	<b>0%</b>	83,361	85,195
Natural Resources	125,964	<b>0%</b>	159,339	162,856
	<b><u>6,825,936</u></b>	<b><u>15%</u></b>	<b><u>8,634,530</u></b>	<b><u>10,540,343</u></b>
<b>Education</b>				
Harwich Public Schools	14,453,519	<b>31%</b>	17,657,003	19,391,581
Cape Cod Tech	789,972	<b>2%</b>	789,972	789,972
	<b><u>15,243,491</u></b>	<b><u>33%</u></b>	<b><u>18,446,975</u></b>	<b><u>20,181,553</u></b>
<b>DPW</b>				
Town Engineer	153,875	<b>0%</b>	194,646	198,941
Highway Dept.	3,402,673	<b>7%</b>	4,311,583	5,130,876
Cemetery	42,329	<b>0%</b>	53,544	54,726
	<b><u>3,598,877</u></b>	<b><u>8%</u></b>	<b><u>4,559,773</u></b>	<b><u>5,384,543</u></b>
				<b><u>12%</u></b>

### Health/Community/Human Service

Health Department	273,250	1%	345,650	1%	485,379	1%
Community Center	359,781	1%	455,108	1%	881,357	2%
COA	260,522	1%	329,550	1%	336,823	1%
Youth Counselor	68,743	0%	86,957	0%	88,876	0%
Veterans	45,000	0%	45,000	0%	45,000	0%
Human Service	76,500	0%	76,500	0%	76,500	0%
	<b>1,083,796</b>	<b>2%</b>	<b>1,338,766</b>	<b>3%</b>	<b>1,913,934</b>	<b>4%</b>

### Culture and Recreation

Library	630,027	1%	796,958	2%	1,049,847	2%
Recrea./Aid to Programs			400,865	1%	507,078	1%
Harbors	282,516	1%	357,371	1%	365,258	1%
Golf	1,262,701	3%	1,630,151	3%	2,047,338	4%
Brooks Museum/Historical	-			0%	-	0%
& Memorial /* Veteran's Day			59,848	0%	59,848	0%
	<b>2,635,956</b>	<b>6%</b>	<b>3,351,407</b>	<b>7%</b>	<b>4,040,559</b>	<b>9%</b>

### Debt Service

Debt Service- Land Bank	4,460,284	9.6%	4,460,284	9.6%	-	0%
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### Retirement

Health Insurance / Payroll Taxes	839,872	1.8%	839,872	1.8%	-	0.0%
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### P& L Ins., Audit, Postage, Misc.

	2,077,024	4%	-	0%	-	0%
			6,344,974	14%	-	0%
			757,638	2%	757,638	2%
	<b>14,479,792</b>	<b>31%</b>	<b>6,057,794</b>	<b>13%</b>		<b>0%</b>

### Total FY 2009 Operating Budget

	<b>\$ 45,939,612</b>		<b>\$45,939,612</b>	<b>100%</b>	<b>\$45,939,612</b>	<b>100%</b>
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**COMMONWEALTH OF MASSACHUSETTS TOWN OF HARWICH  
ANNUAL ELECTION BALLOT**

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 19, 2009, 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: one (1) Selectmen for three (3) years; one (1) Town Moderator for three (3) years; two (2) School Committee Members for three (3) years; one (1) Water Commissioner for three (3) years; three (3) Library Trustees for three (3) years; one (1) Housing Authority Member for five (5) years.

**BALLOT QUESTIONS**

1. "Shall this Town approve the Charter amendment proposed by Town Meeting summarized below?"

*The proposed Charter amendment was approved at the May 6, 2008, Special Town Meeting. The amendment consolidates the "Historical Commission" with the "Historic District Commission" found in the existing Charter, by creating a new Town board known as the "Historic District and Historical Commission." The amendment provides that this new Town board will be appointed in accordance with the procedures for appointment of the Historic District Commission set forth in the Town's General Bylaws, and will have all of the powers and responsibilities given to Historical Commissions and Historic District Commissions under the Constitution, General Laws, Charter, Bylaws, or any vote of town meeting.*

YES \_\_\_\_\_ NO \_\_\_\_\_

2. "Shall the Town of Harwich be allowed to assess an additional \$200,000 in real estate and personal property taxes for the purpose of refurbishing of the Harwich Fire Department's 1993 E-One Hurricane, Aerial Ladder Truck for the fiscal year beginning July 1, 2009?"

YES \_\_\_\_\_ NO \_\_\_\_\_



3. "Shall the Town of Harwich be allowed to assess an additional \$350,000 in real estate and personal property taxes for the purpose of financing road maintenance for the fiscal year beginning July 1, 2009?"

YES\_\_\_\_\_ NO\_\_\_\_\_

4. "Shall the Town be allowed to assess an additional \$214,006 in real estate and personal property taxes for the purpose of hiring two (2) additional day fire fighters for the fiscal year beginning July 1, 2009?"

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 6<sup>th</sup> day of April, 2009.

s/Robin D. Wilkins, Chairman

s/David W. Marsland

s/Lawrence P. Cole

s/Edward J. McManus

s/Angelo S. LaMantia

BOARD OF SELECTMEN

A true copy Attest: s/David A. Robinson Constable

April 16, 2009

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 19<sup>th</sup> day of May, 2009 at the time and place for the purpose herein named by posting up attested copies thereon in the four (4) Post Office buildings and in Town Hall in the Town of Harwich, which covers all four precincts, at least fourteen (14) days before the time of said meeting as within directed, and causing an attested copy thereof to be published in the Cape Cod Chronicle published in Barnstable County and having its circulation in the Town of Harwich

s/David 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.

	<b>PRECINCT I</b>	<b>PRECINCT II</b>
Warden	Sue Weinstein	Ursula Corbett
Clerk:	Margaret Gallagher	Anne Murphy
Insp.Ck In:	Judy Davis	Ann Kaplan
Insp.Ck Out	Sheila Wilson	Mary Clarke
	<b>PRECINCT III</b>	<b>PRECINCT IV</b>
Warden	Donna Eaton	Wil Remillard
Clerk:	Hilda Dagenais	Philip Gaudet
Insp.Ck In:	Dorothy Harrington	
Insp. Ck Out:	Lee Chase	Eleanor Mee

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

	<b>PRECINCT I</b>	<b>PRECINCT II</b>
Dep.Warden:	Sue Weinstein	Ursula Corbett
Dep. Clerk	Richard Bowers	Janet Bowers
Dep.Insp.In:	Janet Silverio	Barbara Bliss
Dep.Insp.Out:	Virginia Burke	Mary Clarke
	<b>PRECINCT III</b>	<b>PRECINCT IV</b>
Dep.Warden:	Donna Eaton	Wil Remillard
Dep. Clerk	Shiela Bowen	Philip Gaudet
Dep.Insp.In:	Mary Lee Kelsey	Catherine Sacramone
Dep.Insp.Out:	Susan Mills	Stacy Flanagan

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 1117 included 52 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	282, including	14 absentee votes
Precinct II	332, including	14 absentee votes
Precinct III	299, including	18 absentee votes
Precinct IV	204, including	6 absentee votes

The Town Clerk, Anita N. Doucette, announced the results on May 19, 2009, at 8:45 P.M as follows:

<b>Candidate</b>	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>Total</b>
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**BOARD OF SELECTMEN**

Larry G. Ballantine	223	277	247	171	918
all others	1	3	4	6	14
blanks	58	52	48	27	185

**HOUSING AUTHORITY**

William Doherty-					
candidate for re-election	219	272	242	177	910
all others	0	0	1	2	3
blanks	63	60	56	25	204

**MODERATOR**

Michael D. Ford -					
candidate for re-election	245	290	267	188	990
all others	0	0	2	2	4
blanks	37	42	30	14	123

**SCHOOL COMMITTEE**

Sue A. Daggett-					
candidate for re-election	220	272	241	164	897
John E. O'Brien-					
write in candidate	16	31	5	9	61
all others	4	3	4	1	12
blanks	324	358	348	234	1264

**TRUSTEE, BROOKS FREE LIBRARY**

Kathleen A. Remillard-					
candidate for re-election	220	268	224	166	878
Elizabeth A. Drewes	217	247	207	163	834
Jeannie S. Wheeler-					
write in candidate	28	29	13	9	79
all others	2	2	1	2	7
blanks	379	450	452	272	1,553

**WATER COMMISSIONER**

Donald T. Bates, Jr.-

candidate for re-election	202	244	228	163	837
all others	0	0	0	1	1
blanks	80	88	71	40	279

**QUESTION 1 - CHARTER**

YES	225	294	245	165	929
NO	51	34	48	35	168
blanks	9	8	8	5	30

**QUESTION 2 - Aerial Ladder Truck - Fire Department**

YES	148	205	137	120	610
NO	125	119	154	79	477
blanks	9	8	8	5	30

**QUESTION 3 - Road Maintenance - HIGHWAY DEPARTMENT**

YES	135	178	134	115	562
NO	144	149	164	87	544
blanks	3	5	1	2	11

**QUESTION 4 - Hiring two (2) Additional Day Fire Fighters**

YES	152	199	154	124	629
NO	128	130	145	79	482
blanks	2	3	0	1	6

**COMMONWEALTH OF MASSACHUSETTS  
TOWN OF HARWICH  
SPECIAL TOWN MEETING  
NOVEMBER 12, 2009**

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 Thursday, November 12, 2009 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 19<sup>TH</sup> day of October, 2009

s/Edward J./ McManus, Chairman  
s/Lawrence P. Cole, vice Chairman  
s/Robin D. Wilkins, Clerk  
s/Angelo S. LaMantia  
s/Larry G. Ballantine  
BOARD OF SELECTMEN

A true copy Attest:

s/David A. Robinson  
Constable  
October 27, 2009

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 the 12<sup>th</sup> day of November, 2009 at the time and place for the purpose herein named by posting up attested copies thereon in the four (4) Post Office Buildings and in Town Hall in the Town of Harwich, which covers all four precincts, at least fourteen (14) days before the time of said meeting as within directed, and causing an attested copy thereof to be published in the Cape Cod Chronicle published in Barnstable County and having its circulation in the Town of Harwich.

On Thursday, November 12th, 2009, the Moderator, Michael D. Ford, Esq., called the meeting to order at 7:00 PM when a quorum of 150 was met, having 213 registered voters in attendance. Before town business began, Town Clerk, Anita N. Doucette read the Warrant and Return of Warrant. The Harwich Special Town Meeting was held in the Community Center on 100 Oak Street, the Town Meeting began with:

### **BALANCE THE FY 2010 OPERATING BUDGET**

**ARTICLE 1:** To see if the Town will vote to amend the FY 10 Operating Budget as approved under Article 4 of the 2009 Annual Town Meeting as follows, and to act fully thereon. By request of the Board of Selectmen.

<u>Line#</u>	<u>Description</u>	<u>Voted by TM</u>		<u>Change</u>	<u>New Total</u>
25	Clerk's S&W	\$ 164,205	+	5,967	\$ 170,172
26	Clerk's Expense	\$ 19,050	+	4,280	\$ 23,330
31	Planning Board S&W	0	+	2,000	\$ 2,000
42	Police S&W	\$2,681,854	-	34,184	\$2,647,670
43	Police expenses	\$ 245,186	-	2,900	\$ 242,286
61	Town Engineer Dept. S&W	\$ 148,633	+	6,000	\$ 154,633
63	Highway & Main. S&W	\$1,784,582	+	139,285	\$1,923,867
64	Highway & Main. Expense	\$1,449,211	+	12,900	\$1,462,111
79	Community Ctr. S&W	\$ 209,165	-	105,101	\$ 104,064
80	Community Ctr. Expense	\$ 144,496	-	10,000	\$ 134,496
104	Debt Service	\$5,300,156	-	75,959	\$5,224,197
108	Group Health Insurance	\$5,955,386	-	167,912	\$5,787,474

Explanation: Reduce the FY 10 Operating Budget from \$46,078,695 to \$45,853,071.

**THE FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED. ADJUSTMENTS ARE REQUIRED THAT WERE CAUSED BY REDUCTIONS IN STATE AID. VOTE: YES-6, NO-1**

**MOTION:** (Linda Cebula, Chairman-Finance Committee) I move that this article be accepted and adopted and transfers set forth in said article are so authorized.

Duly seconded

**ACTION:** It was so voted.

### **SUPPLEMENT THE FY 2010 SCHOOL OPERATING BUDGET**

**ARTICLE 2:** To see if the Town will vote to raise and appropriate or transfer from available funds a supplemental sum of \$81,772 to the Harwich

School Department for FY 10 to offset reductions in anticipated Local Aid and to act fully thereon. By request of the School Committee. Estimated Cost: \$81,772.

**THE FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED IN THE AMOUNT OF \$81,772. ADJUSTMENTS ARE REQUIRED THAT WERE CAUSED BY REDUCTIONS IN STATE AID. VOTE: YES-7, NO-0.**

**MOTION:** (Linda Cebula, Chairman, Finance Committee) I move that this article be accepted and adopted and the sum of \$81,772 be raised and appropriated for this purpose.

Duly seconded

**ACTION:** It was so voted.

### **SOLAR PANELS FOR THE ELEMENTARY SCHOOL ROOF**

**ARTICLE 3** To see if the Town will vote to authorize the School Committee to enter into all necessary contracts and leases on behalf of the Town with private parties or other governmental organizations related to a renewable energy project consisting of the placement of photovoltaic panels on the roof of the Harwich Elementary School, said project to be sponsored or administered by the Cape & Vineyard Electric Cooperative, Inc., and to further authorize the School Committee to take all actions necessary to carry out the project; provided, however, that any contracts or leases shall not have a term of more than fifteen years; and to act fully thereon. By request of the School Committee.

**THE FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED. THIS CONTINUES HARWICH'S COMMITMENT TO RENEWABLE ENERGY AT NO ADDITIONAL COST TO THE TOWN. VOTE: YES-7, NO-0**

**MOTION:** (Linda Cebula, Chairman-Finance Committee) I move that this article be accepted and adopted.

Duly seconded

**ACTION:** It was a unanimous vote, so declared.

### **WIND TURBINE PROJECT**

**ARTICLE 4:** To see if the Town will vote to authorize the Board of Selectmen to enter into all necessary contracts and leases on behalf of the Town with private parties or other governmental organizations related to a renewable energy project consisting of a wind turbine project or projects to be located on parcels of Town-owned land described below; said project to be

sponsored or administered by the Cape & Vineyard Electric Cooperative, Inc.; and to further authorize the Board of Selectmen to take all actions necessary to carry out the project; provided, however, that any contracts or leases shall not have a term of more than 15 years; parcels of land are described as follows: Turbine A: Assessor's Map 89 Parcel A5 consisting of 72 acres more or less, located off Westgate Road, acquired by the Town for water supply purposes pursuant to an order of taking dated February 6, 1989, and recorded in the Barnstable County Registry of Deeds at Book 6681, Page 099, and to transfer the care, custody, control, and management of a portion of this parcel from the Board of Water Commissioners presently held for water supply purposes to the Board of Selectmen to be held for the purpose of a wind turbine lease; Turbine B: on parcel of land described as Assessors Map 89 Parcel Z1 consisting of 19 acres more or less located at 0 Headwaters Drive acquired by the Town By Eminent Domain for the purpose of clearing title at Annual Town Meeting on May 5, 1991, and further to authorize the Board of Selectmen to petition the General Court for special legislation to permit use of these parcels for the purpose of erecting a wind turbine project as may be required pursuant to Article 97 of the Massachusetts Constitution provided further, however, that the Board of Selectmen shall, in consultation with the Board of Water Commissioners as appropriate, designate only the minimum area of these parcels determined necessary to implement the wind turbine project, and to act fully thereon. By request of the Board of Selectmen.

**THE FINANCE COMMITTEE WILL MAKE ITS RECOMMENDATION AT TOWN MEETING PENDING FURTHER INFORMATION. VOTE: YES-7, NO-0.**

**MOTION:** (Linda Cebula, Chairman-Finance Committee) I move that this article be accepted and adopted and that the portion of the parcel identified in the warrant as "Turbine A" to be transferred to and leased by the Board of Selectmen pursuant to this vote be limited to the area identified as "Proposed Wind Turbine A" on the Conceptual Site Plan dated September 2009, attached to the warrant.

Duly seconded

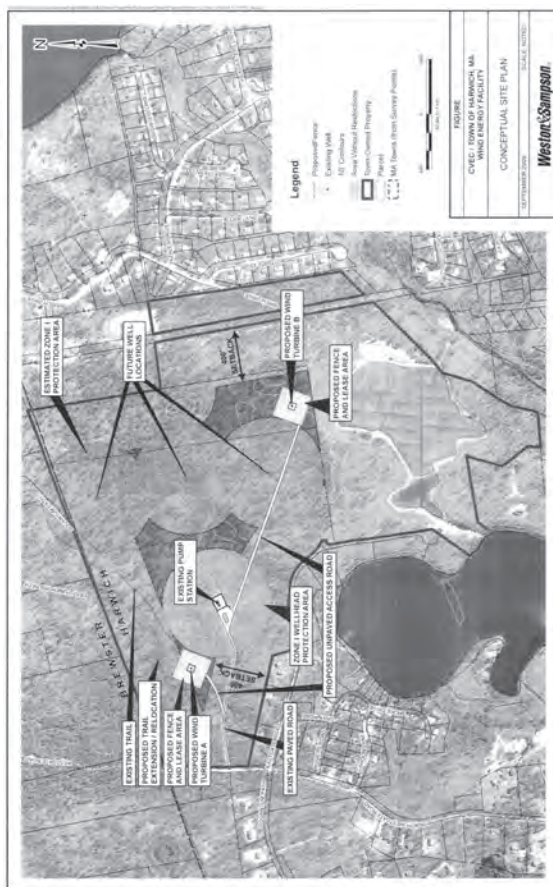
**AMEND THE MAIN MOTION:** (Noreen Donahue) I move that the main motion be amended by adding the following language:

"That no more than 1 wind turbine project with 1 tower shall be located on Parcel Turbine A and 1 wind turbine project with 1 tower on Parcel Turbine B."

**ACTION ON AMENDMENT:** The amendment carried.

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





## LEASE OF LANDFILL SPACE FOR SOLAR PANELS

**ARTICLE 5:** To see if the Town will vote to authorize the Board of Selectmen to enter into all necessary contracts and leases on behalf of the Town with private parties or other governmental organizations related to a renewable energy project consisting of the placement of photovoltaic panels on the former landfill located off 296 Queen Anne Road, providing however that all regulatory approvals are received from the Department of Environmental Protection regarding post closure uses and maintenance of the landfill cap, including taking all necessary steps to insure that the membrane and cap are protected, and to further authorize the Board of Selectmen to take all actions necessary to carry out the project; provided, however, that any contracts or leases shall not have a term of more than thirty years, and to act fully thereon. By request of the Board of Selectmen.

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

**MOTION:** (Edward J. McManus, Chairman-Board of Selectmen) I move that this article be accepted and adopted.

Duly seconded

**ACTION:** A standing count was taken; YES 63 NO 109, the motion did not carry.

### **AMEND THE PERSONNEL BY-LAW**

**ARTICLE 6:** To see if the Town will vote to amend the Personnel By-Law by changing Part 9 to provide to the employees covered under this By-Law certain benefits provided to employees doing similar work in the town's collective bargaining units.

1. Revise Part 9, Section (e) as follows to provide for 3 rather than 2 personal days per year:

e) Employees will be allowed three (3) personal days a year. Reasonable notice must be given to the Department Head when requesting a personal day.

2. Add new section (i) to Part 9:

(i) A full-time non-probationary employee who uses 5 days or fewer of sick leave in any fiscal year, excluding any workmen's compensation leave, will be eligible for a payment of \$300 in the following fiscal year.

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

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

**MOTION:** (Linda Cebula, Chairman-Finance Committee) I move that this article be accepted and adopted.

Duly seconded

**ACTION:** It was so voted.

### **CREATE A GOLF RECEIPTS RESERVED FOR APPROPRIATION FUND**

**ARTICLE 7:** To see if the Town will vote to create a Golf Receipts Reserve Fund for Golf Improvement and Maintenance Fund and that all non-resident

fees and pull cart revenues collected by the Town shall be deposited into said fund annually and used in accordance with the purposes of the Municipal Golf Course, and to act fully thereon. By request of the Golf Committee.

**THE FINANCE COMMITTEE WILL MAKE ITS RECOMMENDATION AT TOWN MEETING PENDING FURTHER INFORMATION. VOTE: YES-7, NO-0.**

**MOTION:** (Linda Cebula, Chairman-Finance Committee) I move that this article be indefinitely postponed.

Duly seconded

**ACTION:** This article was indefinitely postponed

**EXPAND GOLF REVOLVING FUND TO INCLUDE  
RESTAURANT LEASE REVENUES**

**ARTICLE 8:** To see if the Town will vote to place revenue generated from the Cranberry Valley restaurant lease into the Golf Revolving Fund, and to act fully thereon. By request of the Golf Committee.

**THE FINANCE COMMITTEE WILL MAKE ITS RECOMMENDATION AT TOWN MEETING PENDING FURTHER INFORMATION. VOTE: YES-7, NO-0.**

**MOTION:** (Linda Cebula, Chairman-Finance Committee) I move that this article be indefinitely postponed.

Duly seconded

**ACTION:** This article was indefinitely postponed

**SPECIAL LEGISLATION TO INCREASE LICENSES**

**ARTICLE 9:** To see if the Town will vote to authorize the Board of Selectmen to file the following Home Rule petition with the General Court, provided, however, that the General Court may make clerical or editorial changes of form only to the bill, unless the Board of Selectmen approves amendments to the bill before enactment by the General Court which are within the scope of the general public objectives of the petition:

**AN ACT AUTHORIZING THE TOWN OF HARWICH TO ISSUE ADDITIONAL LIQUOR LICENSES.**

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

**SECTION 1.** The Town of Harwich shall be exempt from the quotas established under Section 17 of Chapter 138 as it relates to the number of licenses its licensing authority may issue pursuant to Section 12 of Chapter 138 by three (3) licenses, bringing the number of said licenses from fourteen (14) to seventeen (17).

**SECTION 2.** The licensing authority shall grant one license to a business entity located in the Harwich Port area, one license will be granted to a business entity located in Harwich Center, and one license will be granted to a business entity located in the East Harwich area as more particularly shown on plans which are on file with the Board of Selectmen, and to act fully thereon.

**SECTION 3.** This act shall take effect upon its passage.

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

**THE FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED TO EXPAND THE LICENSE QUOTA TO THREE. THIS WILL INCREASE THE ABILITY FOR ECONOMIC DEVELOPMENT VOTE: YES-6, NO-0.**

**MOTION:** (Linda Cebula, Chairman-Finance Committee) I move that this article be accepted and adopted.

Duly seconded

**ACTION:** The motion carried.

**REDUCE THE NUMBER OF MEMBERS APPOINTED TO  
THE ARCHITECTURAL ADVISORY COMMITTEE**

**ARTICLE 10:** To see if the Town will vote to reduce the number of members of the Architectural Advisory Committee from seven (7) members, as approved by voters at the October 2, 1984 Special Town Meeting, to five (5) members, and to act fully thereon. By request of the Board of Selectmen.

**THE FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED TO REDUCE THE NUMBER OF MEMBERS FROM 7 TO 5. VOTE: YES-6, NO-0.**

**MOTION:** (Linda Cebula, Chairman-Finance Committee) I move that this article be accepted and adopted.

Duly seconded

**ACTION:** The motion carried unanimously.

**ACCEPT PROVISIONS OF M.G.L. CHAPTER 59, SECTION 5,**

**CLAUSE 54 – PERSONAL PROPERTY EXEMPTION**

**ARTICLE 11:** To see if the Town will vote to accept Chapter 59, Section 5, Clause 54 of the Massachusetts General Laws. A Personal Property Exemption in the amount of \$1,000 or less of valuation to become effective FY 2011, and to act fully thereon. By request of the Board of Assessors.

**THE FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED. THERE IS AN UNREASONABLE EFFORT AND EXPENSE REQUIRED TO COLLECT MINIMAL TAX REVENUES. VOTE: YES-7, NO-0.**

**MOTION:** (Linda Cebula, Chairman-Finance Committee) I move that this article be accepted and adopted.

Duly seconded

**ACTION:** The motion carried.

**LAND FOR AFFORDABLE HOUSING –HOME SWEET HOME**

**ARTICLE 12:** To see if the Town will vote to transfer the care, custody, control, and management of the following parcels of land from the board or officer that currently has custody of the land for the purpose for which it is currently held to the Board of Selectmen to be held for the purpose of conveyance; and to further authorize the Board of Selectmen to convey the fee or lesser interest in said parcel pursuant to the public bidding requirements of the Uniform Procurement Act, Chapter 30B of the General Laws, if applicable, provided that the Board of Selectmen is authorized to negotiate the terms and conditions of the conveyance determined to be in the best interests of the Town including retaining a permanent affordable housing deed restriction in perpetuity in the name of the Town, and to act fully thereon. By request of the Harwich Housing Committee.

<u>Address</u>	<u>Map/Parcel</u>	<u>Acreage</u>
Depot Road	63/J1	1.41 Acres
Orleans Road	63/J2	4.59 Acres
Depot Road	63/J6	2.06 Acres

**THE FINANCE COMMITTEE WILL MAKE ITS RECOMMENDATION AT TOWN MEETING PENDING FURTHER INFORMATION. VOTE: YES-6, NO-1.**

**MOTION:** (Linda Cebula, Chairman-Finance Committee) I move that this article be accepted and adopted.

Duly seconded

A motion was made and seconded to terminate debate, this required a ¾ majority vote to pass, and a standing count was taken, YES 132 NO 8, the motion carried.

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

**GENERAL BYLAW – HARBOR DREDGING**  
**BETTERMENT COST ALLOCATION**

**ARTICLE 13:** To see if the Town will vote to amend the general bylaws of the Town by adding a new section to Article II, Part 15 as follows:

Harbor Dredging Betterment Assessment Cost Allocation

Pursuant to chapter 80 of the General Laws of Massachusetts, the Board of Selectmen may establish a betterment program whereby those properties that benefit directly from the dredging of inner harbors or rivers in the Town of Harwich shall be assessed their proportionate share of the project's total cost. Once the Board of Selectmen has declared that it is prepared to begin the permitting process for the particular dredging operation, the betterment program may be initiated by a petition signed by the direct abutters that are entitled to the dredging permits that cover a majority of the area to be dredged. The Town will be considered a direct abutter for any Town owned dock space or mooring fields as well as for the channels. The Board of Selectmen will determine the appropriate cost for each abutter, including the Town, based on the percentage of the total dredged VOLUME (not area) covered by the specific abutter's dredging permit AND /OR VOLUME COVERED BY THE TOWN'S PERMIT and will cause the appropriate assessment BASED UPON THE ACTUAL VOLUMES DREDGED to be applied to individual tax bills annually pursuant to said chapter 80. The Board of selectmen is hereby authorized to enact regulations to carry out the purposes of this bylaw, and to act fully thereon. By request of the Board of Selectmen.

**THE FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED. THIS CLARIFIES THE ALLOCATION OF BETTERMENT CHARGES. VOTE: YES-6, NO-0.**

**MOTION:** (Linda Cebula, Chairman-Finance Committee) I move that this article be accepted and adopted.

Duly seconded

**ACTION:** It was a unanimous vote, so declared.

**AMEND SECTION VII OF THE ZONING BY-LAWS -**  
**SIGN REGULATIONS**

**ARTICLE 14:** To see if the Town will vote to amend the Harwich Zoning By-law by deleting Section VII (Sign Regulations) in its entirety and substituting a new Section VII (Sign Regulations) as set forth below, and to act fully thereon.

*Explanation: This amendment is identical to the one approved at the May 2009 Annual Town Meeting. It is being reworded due to a procedural error. The revised sign code has been adapted to improve the permitting process for private business owners and groups and to clarify the difference between municipal and non-municipal signage for enforcement purposes. New opportunity has been created for the legal placement of non-commercial, non-Town owned signs on approved Town owned sites. It is the intention of the Section VII (Sign Regulations) to provide support to the local economy while managing the impacts of sign placement on our community's character. This revision also seeks to reduce the cost of administrative overhead and eliminate duplicate tasks by redirecting the review of sign permits from multiple boards to professional staff and Historic District approval as necessary. Further, this by-law incorporates the policy accepted by the Board of Selectmen on December 8, 2008.*

**SECTION VII**  
**SIGN REGULATIONS**

**1.00 PURPOSE AND SCOPE:**

- A. The purpose of this section is to regulate signs which facilitate communication, promote the safety of motorists and pedestrians by preventing distractions and obstructions of public ways and walks that may be caused by signage, prevent visual clutter, and encourage economic development by allowing the siting of signage that identifies businesses and other land uses in ways that complement and enhance our community's character.
- B. This sign regulation provides a permitting system to govern the placement of advertising and other informational signs both outdoors and in windows within the Town of Harwich.

**1.01 RELATIONSHIP TO OTHER BYLAWS:**

- A. Nothing in this bylaw shall be construed as exempting an applicant from any other applicable town, county, state, or federal bylaws.
- B. To the extent that the requirements of this bylaw differ from, or are not in accordance with any other applicable requirements, the more restrictive requirements shall apply.
- C. All signs erected within the Historic District shall conform to all Historic District requirements.

## **1.02 DEFINITIONS:**

**A-FRAME/EASEL/SANDWICH SIGNS:** Usually a double-faced, free standing, portable sign.

**BUILDING OFFICIAL:** The Harwich Building Commissioner or Building Inspector.

**BUSINESS OPERATIONS SIGNS:** Any on-premise sign used in the day-to-day operations of a business such as:

**Business Hour Signs:** “Open/closed” and related hours-of-operation signs which do not exceed one (1) square foot.

**Directional Signs:** Any on-premise sign that directs the movement or placement of pedestrian or vehicular traffic without reference to or inclusion of, the name of a product sold or services performed.

**“OPEN” Flag:** One “open” flag per business establishment shall be allowed and shall not exceed twenty-four (24) square feet in size.

**CAUTIONARY SIGNS:** Signs warning of prohibited activities such as trespassing, hunting, fishing, or swimming. For regulations, see 1.06 A.

**CLUSTER SIGN:** A ground sign which provides space for identifying multiple tenants or uses within a project or premise having more than one (1) tenant or use such as a business, commercial or industrial development.

**ELECTION/TOWN MEETING SIGN:** Any sign erected by the Town of Harwich to alert the public to an election or a Town Meeting.

**HOME OCCUPATION SIGNS:** Signs identifying any home occupation as defined by the Harwich Zoning Bylaw. For Regulations see 1.06A.2.

**GROUND SIGN:** A sign supported by poles, uprights or braces extending from the ground but not attached to any part of a building.

**MUNICIPAL PROPERTY:** Any land owned and/or controlled by the Town of Harwich including public rights-of-way. Municipal owned property, for purposes of this regulation shall be determined by the road layout as maintained by the Highway Department with the assumption that the road is properly located. For ease of determination, any property located between the edge of the municipal-owned road surface and the greater distance to any of the following: street sign, utility pole, fire hydrant and/or sidewalk shall be considered municipal-owned or controlled.

**MUNICIPAL SIGNS:** Permanent signs posted for more than 60 consecutive days by a Town entity and placed on Town property or within the Municipal property right-of-way required or authorized for a public purpose by law or statute. For regulations, see 1.07.

**MUNICIPAL SIGNS, TEMPORARY:** Signs posted for 60 or fewer days by a Town entity and placed on municipal property for the purpose of promoting a town-sponsored event or alerting the public to a public safety matter or event. For regulations, see 1.07.



**ON-PREMISE SIGN:** Signs placed on the same property where a business is located. The sum of all signage on a property shall not exceed that allowed in Sections 1.04, 1.06 unless otherwise exempted.

**OFF-PREMISE SIGN:** Signs placed on property separate from where a business is located. For regulations, see 1.06 A.3.

**QUARTERBOARD, RESIDENTIAL:** A decoratively carved and painted wood sign fashioned after those traditionally used on sailing vessels. For regulations, see 1.06 A(5).

**REAL ESTATE SIGNS:** A temporary wall or ground sign advertising the sale, rental, or lease of a designated structure or land area for a permitted use on which the signs are located. For regulations, see 1.06 A.6.

**SIGN:** Sign shall mean and include every advertising message, announcement, declaration, demonstration, illustration, insignia, surface or space erected or maintained in view of the observer thereof primarily for identification, advertisement, or promotion of the interest of any person, entity, product, or service. The definition of a sign shall also include the sign structure, supports, lighting system, and any attachments, flags, ornaments or other features used to draw the attention of observers and shall further include collection boxes. Indoor or outdoor displays of merchandise for sale at retail on the premises shall not be considered a sign for the purposes of this by-law. The definition does not include decorations or ornamentation that is not integral to the nature of the business or the purpose of the sign.

**SIGN PERMIT:** A permit issued by the Building Department for the erection, construction, enlargement, alteration, repair, or improvement of any sign requiring a permit. Such permit shall be permanently displayed and available. At the option of the Building Official temporary and/or off-premises signs may require a special sticker.

**SUBDIVISION SIGNS:** A sign placed at the street entrance to a subdivision. For regulations, see 1.06 A.7.

**TEMPORARY SIGNS:** Temporary signs may not exceed nine (9) square feet in area and may not be more than four (4) feet in height. Temporary signs may be placed on commercial properties no more than twice a year, 10 days in succession each time. Temporary signs may advertise special sales, anniversaries, grand openings, and other similar special events.

**FLYERS:** Flyers for special events measuring not more than two (2) square feet in total area.

**UMBRELLA SIGNS:** Signage as part of an umbrella that advertises the name of a particular establishment or a product for sale on the premises. For regulations, see 1.06 D.

**VENDING MACHINES:** The portion of any internally illuminated vending machine which advertises a product. For regulations, see 1.06 E.

**WALL SIGN:** A sign attached to, painted on, or erected against a wall or roof of a building or structure whose display surface is either parallel or perpendicular to the face of the building. For regulations, see 1.06 F.

**WATER DEPARTMENT SIGN:** A municipal sign that includes any sign erected by the Town of Harwich Water Department to alert the public to any drinking water related event, including but not limited to flushing of pipes and water use restrictions.

### **1.03 GENERAL REQUIREMENTS**

- A. Before a non exempt sign (see 1.08) is erected, constructed, structurally altered or moved, it shall conform to all applicable requirements contained in this bylaw, including Historic District requirements when applicable, and shall be approved and shall have received a permit from a Building Official unless the sign is expressly exempted herein from the provisions of this bylaw.
- B. Before any sign receives a permit from a Building Official the application shall be reviewed by Planning Department Staff.
- C. A pre-application conference with the Building Department is encouraged in order for the applicant to become acquainted with application procedures, design standards, and related Town ordinances.
- D. Sign placement shall not create a hazard or interfere with snow removal, or vision or movement of motorists, pedestrians and bicyclists.
- E. All signs shall be reasonably placed so as to not obscure other signs.
- F. No signs shall be located in a public right-of-way nor shall they be located so as to block a public or private sidewalk, stairway, driveway or parking lot or impair sight distances for motorist or pedestrians.
- G. No sign shall be affixed to or posted in front of any guard rails located in a public right-of-way.
- H. Signs shall be externally lit or backlit only and shall be designed, installed and maintained so as to eliminate or minimize upward directed light and glare and so that lights illuminate only the sign, and not property which adjoins or is nearby.
- I. Non-municipal developments having more than one (1) tenant or use within a project or premise shall provide a Master Sign Plan for the entire structure or project for review and approval by the Planning Department Staff prior to any sign permit approval by a Building Official.
- J. Luminous tube/neon/internally illuminated signs are permitted to be displayed in windows or on vending machine(s) only. The total area of all luminous tube/neon/internally illuminated signs shall not exceed six (6) square feet. No animated signs are permitted.

### **1.04 SIGN AREA MEASUREMENT:**

Unless otherwise specified in the Definition, all signs shall meet the area measurement requirements of this section.

The area of a sign face shall be computed by measurement of the smallest square, circle, rectangle, triangle, or combination thereof that will encompass the extreme limits of the writing, representation, emblem, or other display. This shall include any material or color forming an integral part of the background of the display or used to differentiate the sign from the backdrop or structure against which it is placed. The area calculation shall not include structural supporting framework, bracing or wall. If any advertising is present on the supports of a sign, the area of the supports will count towards the total allowable signage. Where there are two faces back to back, the total area of the largest face shall determine the area of the sign.

No ground sign may exceed twelve (12) feet in height unless otherwise specified.

For single tenant, non-municipal business accessed directly from a street, right-of-way or parking area, the maximum permitted area of all non exempt signs shall be forty-eight (48) square feet per respective public entrance façade. Non exempt signs counting towards the forty-eight (48) square feet include any sign on a property at any time, including but not limited to signs put out and taken in on a daily basis, and signs in windows.

Non-municipal developments having more than one (1) tenant or use within a project or premise, may construct:

1. One (1) cluster sign containing the name of the development and/or listings of individual businesses, products or services within the development of up to sixty square feet (60 sq. ft.).
2. Each tenant may have signage at the location of their business of up to forty-eight square feet (48 sq. ft.) per public entrance facade. Non exempt signs counting towards the forty-eight (48) square feet include any sign on a property at any time, including but not limited to signs put out and taken in on a daily basis, and signs in windows.
3. Total sign area within the Master Sign Plan is subject to the size limitations of this Section. Sign area cannot be transferred to a single building or facade from other buildings in the project. In addition, the amount of signage assigned to a specific space in a building shall be tied to that space through the lease or purchase agreement. Under no circumstances may the sign area designated for an individual space be transferred to another space in the same building or complex.

Additional cluster signs may be allowed by special permit from the Planning Board. Signage in excess of forty eight (48) square feet, and/or allocation of total allowed square footage over entry and non-entry facades, as referenced above in D and E.2 may also be allowed by special permit from the Planning Board.

### **1.05 CONSTRUCTION AND MAINTENANCE:**

- A. All signs and sign structures shall be constructed of materials of sufficient strength and quality to withstand weathering or deterioration by wind, moisture and other natural elements, and shall be maintained in a state of good repair with all braces, bolts, supporting framework, fastenings, lettering and design work free from deterioration.
- B. Old signs and related hardware/structural supports shall be removed before any new sign is erected unless the old sign and related hardware/structural supports have been incorporated into the overall design or structural support of the new sign and approved pursuant to this section.
- C. A Building Official shall have the authority to order the repair, alteration or removal of any sign or structure which constitutes a hazard to public health and safety, or which is otherwise not in compliance with this bylaw.
- D. If an immediate public safety concern so requires the Building Official may take any necessary action including removal of a sign.-

### **1.06 ADDITIONAL REQUIREMENTS FOR SPECIFIC SIGNAGE**

#### **A. ON PRIVATE AND COMMERCIAL PROPERTIES**

- 1. **CAUTIONARY SIGNS:** May be posted on each lot line, however, no signs may be within one hundred feet (100') of each other. Cautionary signs are limited to one (1) square foot or less per sign.
- 2. **HOME OCCUPATION SIGNS:** Shall be limited to a wall or a ground sign. The total square footage of any home occupation sign shall not exceed nine (9) square feet in area and may be illuminated in commercial zones per section 1.03 of this bylaw. Wall signs may be attached to any structure and/or fence. A person seeking to erect a home occupation sign shall be required to complete the home occupation work sheet with the Building Department.
- 3. **OFF-PREMISE SIGN:**
  - i. Any business wishing to place a sign on property other than their own shall obtain written permission from the property owner where the sign will be posted and shall provide said written permission to the Building Official with the permit application or notification materials, except for those public locations listed in this section.
  - ii. An off-premise business sign shall only be posted within a commercial or industrial district, except for agricultural uses as defined in Section II (Definitions) of this by-law which may be posted within a residential district and opposite the exit ramps for Route 6 on Routes 124 and 137.

- iii. Entities wishing to place off-premise signage on State-owned property or within State rights-of-way not listed above such as Route 28, the off-ramps at Route 6 on Routes 124 and 137 shall seek permission from the State, in addition to meeting local requirements.
  - iv. An off-premise sign shall be included in the calculation of total allowable signage for the property or business it is placed upon and shall not be in addition to allowable signage as specified in this section unless otherwise exempted.
  - vi. No permanent, non-commercial, non-municipal sign shall be allowed on any municipal property, except in accordance with all of the requirements set forth herein.
4. **POLITICAL SIGNS:** Political signs are allowed in all zoning districts on private property with the authorization of the owner of the property on which the sign is to be displayed. The signs must be removed within 60 days of posting or one week following the date of the election for which it is posted.
  5. **QUARTERBOARD, RESIDENTIAL:** A residential quarterboard shall not advertise a business or profession and shall not exceed eighteen (18) inches in height or ten (10) feet in length and shall be wall mounted.
  6. **REAL ESTATE SIGN:** One sign of not more than nine (9) square feet shall be allowed per street frontage, shall not be illuminated, shall not be located within the public right-of-way, and shall be removed immediately once the property is rented, leased or sale is completed.
  7. **SUBDIVISION SIGN:** One externally illuminated sign may appear at each street entrance and is limited to a maximum of twenty (20) square feet per sign and may not exceed six (6) feet in height.
  8. **PARKING SIGNS:** Shall be limited to one (1) square foot per parking space.

#### **B. TEMPORARY SIGNS ON MUNICIPAL PROPERTY:**

A temporary, non-commercial, non-municipal sign may be located on municipal property if all of the requirements set forth herein are satisfied:

1. The sponsoring organization of any temporary on or off-premise signs shall be required to file a notice with a Building Official prior to display.
2. Temporary signs shall be erected for no more than 60 days and removed within 72 hours after the event.
3. Temporary signs shall conform to all applicable requirements.
4. Temporary signs may be posted in the designated municipal areas after notice has been filed with the Building Official. Approved locations for sitting a temporary, non-commercial, non-municipal sign on

municipal property shall include only those specifically and physically designated five-foot by twenty areas at the following locations:

**HARWICH CENTER**

The Water Tank on Route 39, on the west side of the driveway entrance (closest to Thompsons Field).

**EAST HARWICH**

The intersection of Routes 39/137, at the Fire Station 2, on the corner at the so-called "flagpole parcel."

**NORTH HARWICH**

The Transfer Station, at the right side of the entrance on the grass strip.

**HARWICHPORT CENTER**

Doane Park on Route 28 on the north side of the park along Rt. 28.

5. The Town shall not be responsible to maintain or safeguard any non-municipal sign on municipal property and such placement shall be entirely at the sign owner's risk.
  6. Any sign placed on any municipal property, other than as specified herein, may be removed by the Building Official. Such sign shall be retained by him for 14 days and may be reclaimed with a payment of \$10.00 per sign. After 14 days, such sign shall be disposed of without any prior notice to the sign owner or liability for damages by the town.
  7. No temporary, non-commercial, non-municipal sign shall be allowed at the above-specified locations, unless it satisfies the following requirements:
    - a. It shall not exceed 3' x 3' feet in size and not exceed 6 feet in height.
    - b. It shall not be in place for more than 60 days.
    - c. It shall not be chained, locked or permanently affixed to any surface, structure or landscape feature.
    - d. It shall not block a public sidewalk, stairway, driveway or parking lot, nor shall it impair sight distances for motorists.
    - e. It shall not be placed so as to block any other sign already in place.
  8. Entities wishing to place off-premise signage on municipal property not listed above shall seek permission from the Board of Selectmen during a scheduled public hearing.
  9. No sign exempted under 1.08 shall be allowed on the above referenced municipal properties.
- C. **FLYERS:** For those flyers not displayed in windows, they shall not be attached to trees, utility poles or be located within a public right-of-way. Such flyers may be posted for no more than 60 days and must be removed within one week after the event. Flyers posted in violation of this by-law shall be subject to removal by the Building Official without liability to the Town.

- D. **UMBRELLA SIGNS:** Umbrellas containing the name of a particular establishment shall count against the establishment's total signage. Umbrellas containing the name of a product for sale on the premises shall not count against the establishment's total signage.
- E. **VENDING MACHINES:** Vending machines shall be counted against the total allowable signage unless exempted under 1.08 or internally located and shielded from public view.
- F. **WALL SIGN:** Projecting wall signs shall extend no more than thirty-six (36) inches from the surface upon which it is attached, shall not exceed the height of the building on which it is mounted and must have at least eight (8) feet of ground clearance.

### **1.07 ADDITIONAL REQUIREMENTS FOR MUNICIPAL SIGNS**

- A. A temporary or permanent municipal sign may be placed on municipal property, provided all of the requirements set forth herein are satisfied.
- B. Municipal signs that announce water system information or municipal traffic signs, as approved by the Harwich Police and Harwich Department of Highways and Maintenance, shall be permitted in a public right-of-way as a matter of right.
- C. Permanent municipal signs shall not exceed 60 square feet for ground signs or 48 square feet for wall signs.
- D. Town departments shall have authority over any sign placed on the land and/or buildings under their control, including signs placed by other Harwich municipal entities. Signs may remain in place as needed, at the discretion of the entity with authority over the property. Notice of such signs shall be required to be filed by the Town entity with a Building Official prior to display. Note that this does not apply to the following: Election/Town Meeting Signage, Water Department Signage.

### **1.08 EXEMPTIONS FROM PERMIT REQUIREMENTS:**

The following signs do not count towards the total permitted signage unless otherwise indicated and do not require a permit or notification to the Building Official:

- 1. Business Hour Signs
- 2. Cautionary Signs
- 3. Home Occupation Signs
- 4. Municipal Signs
- 5. Municipal Signs, Temporary
- 6. Political Campaign Signs
- 7. Real Estate Signs
- 8. Residential Quarterboard
- 9. Special Event Flyers

10. Umbrella Signs
11. Vending Machines – one per premises unless more allowed by special permit
12. Water Department Signs
13. Town Meeting/Election Signs
14. Open house and tag sale signs if displayed for not more than 48 hours
15. Temporary Signs

#### **1.09 NON-CONFORMING SIGNS:**

Lawfully pre-existing signs that do not comply with the provisions of this bylaw at the time of its adoption may be maintained so long as they are kept in a state of good repair as specified in Section 1.05 of this bylaw, and so long as they are not relocated, replaced or structurally altered. Pre-existing signs that are relocated, replaced, structurally altered or not kept in a state of good repair as specified in Section 1.05 of this by-law, shall not be allowed to continue as non-conforming signs and shall require new permits and compliance with this by-law. A lawfully pre-existing non-conforming sign destroyed by natural disaster or accident can be replaced by a sign of the same dimensions in the same location as the original sign.

#### **1.10 APPEALS:**

Any applicant, who believes a denial is not justified, has the right to appeal to the Board of Appeals, and to appear at a meeting for which proper notice can be given and agenda time is available. Intention to take an appeal to the Board of Appeals shall be filed with the Town Clerk in writing within thirty (30) business days following the denial of the permit by a Building Official, pursuant to Chapter 40A. Applicants appealing to the Board of Appeals may request review of the decision of a Building Official or a variance to the Sign Regulation pursuant to MGL Chapter 40A Section 10.

#### **1.11 VIOLATIONS OF THIS BY-LAW:**

Violation of this By-law is subject to enforcement action through the Building Department pursuant to Section X.D of the Town of Harwich Zoning By-law.

#### **1.12 SEVERABILITY:**

If any provision of this By-law is held invalid by a court of competent jurisdiction, the remainder of the By-law shall not be affected thereby. The invalidity of any section or sections or parts of any section or sections of this By-law shall not affect the validity of the remainder of the Harwich Zoning By-law.

**THE FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED WITH ALL AMENDMENTS. THIS**



**CLARIFIES AND ENHANCES THE CURRENT SIGN ORDINANCE.  
VOTED: YES-5, NO-1.**

**MOTION:** (Linda Cebula, Chairman-Finance Committee) I move that this article be accepted and adopted.

Duly seconded

At this time Matthew F. McCaffery, Chairman read the Planning Board Report as follows:

Town of Harwich  
Planning Department

To: Board of Selectmen  
From: Matthew F. McCaffery, Chairman  
Date: November 12, 2009  
RE: Article 14 Proposed Amendment to the Sign By-law

On November 12, 2009, the Planning Board held a public hearing on the proposed amendment to the Harwich Zoning By-laws Section VII – Sign Regulations allowing an opportunity for all interested person to be heard in this matter.

The Board voted unanimously to recommend the article to Special Town Meeting.

**AMENDMENT TO THE MAIN MOTION:** (Jonathon Idman, Esq.) I move to amend the main motion by adding the letters A thru F at the beginning of the indented paragraphs contained in section **1.04 SIGN AREA MEASUREMENT** so as lettered it will read as follows:

- A. Unless otherwise specified in the Definition, all signs shall meet the area measurement requirements of this section.
- B. The area of a sign face shall be computed by measurement of the smallest square, circle, rectangle, triangle, or combination thereof that will encompass the extreme limits of the writing, representation, emblem, or other display. This shall include any material or color forming an integral part of the background of the display or used to differentiate the sign from the backdrop or structure against which it is placed. The area calculation shall not include structural supporting framework, bracing or wall. If any advertising is present on the supports of a sign, the area of the supports will count towards the total allowable signage. Where there are two faces back to back, the total area of the largest face shall determine the area of the sign.

- C. No ground sign may exceed twelve (12) feet in height unless otherwise specified.
- D. For single tenant, non-municipal business accessed directly from a street, right-of-way or parking area, the maximum permitted area of all non exempt signs shall be forty-eight (48) square feet per respective public entrance façade. Non exempt signs counting towards the forty-eight (48) square feet include any sign on a property at any time, including but not limited to signs put out and taken in on a daily basis, and signs in windows.
- E. Non-municipal developments having more than one (1) tenant or use within a project or premise, may construct:
  - 1. One (1) cluster sign containing the name of the development and/or listings of individual businesses, products or services within the development of up to sixty square feet (60 sq. ft.).
  - 2. Each tenant may have signage at the location of their business of up to forty-eight square feet (48 sq. ft.) per public entrance facade. Non exempt signs counting towards the forty-eight (48) square feet include any sign on a property at any time, including but not limited to signs put out and taken in on a daily basis, and signs in windows.
  - 3. Total sign area within the Master Sign Plan is subject to the size limitations of this Section. Sign area cannot be transferred to a single building or facade from other buildings in the project. In addition, the amount of signage assigned to a specific space in a building shall be tied to that space through the lease or purchase agreement. Under no circumstances may the sign area designated for an individual space be transferred to another space in the same building or complex.
- F. Additional cluster signs may be allowed by special permit from the Planning Board. Signage in excess of forty eight (48) square feet, and/or allocation of total allowed square footage over entry and non-entry facades, as referenced above in D and E.2 may also be allowed by special permit from the Planning Board.

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

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

At 8:45 PM on November 12, 2009 a motion was made to adjourn the Special Town Meeting, it was duly seconded and so voted.

**APPROPRIATIONS VOTED UNDER ARTICLES  
SPECIAL TOWN MEETING  
NOVEMBER 12, 2009**

ARTICLE 1	Balance FY10 Operating Budget	\$ - 225,624.00
ARTICLE 2	Supplement FY10 School Operating Budget	81,772.00

**THE FOLLOWING ARTICLES WERE PASSED AT THE  
SPECIAL TOWN MEETING  
NOVEMBER 12, 2009**

**MISCELLANEOUS ARTICLES**

ARTICLE 3	Solar Panels for Elementary School Roof
ARTICLE 4	Wind Turbines Projects
ARTICLE 6	Amend Personnel By-Law
ARTICLE 9	Petition the Legislature to Increase the Quota of Liquor Licenses in Harwich
ARTICLE 10	Amend the Charge of the Architectural Advisory Committee

**ACCEPT MASSACHUSETTS GENERAL LAW**

ARTICLE 11	Accept Chapter 59, Section 5, Clause 54 of the M.G.L.
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**AMEND GENERAL BY-LAWS**

ARTICLE 13	General Bylaws-Harwich Dredging Betterment Cost Allocation
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**AMEND ZONING BY-LAWS**

ARTICLE 14	Amend Section VII of the Zoning By-Laws-Sign Regulations
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**COMMONWEALTH OF MASSACHUSETTS  
WILLIAM FRANCIS GALVIN  
SECRETARY OF THE COMMONWEALTH  
DECEMBER 8, 2009**

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 of Harwich who are qualified to vote in the Special State Primaries to vote at the Community Center, 100 Oak Street, Harwich, Massachusetts on

TUESDAY, THE EIGHTH DAY OF DECEMBER 2009, FROM  
7:00 A.M. to 8:00 P.M. for the following purpose:

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

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 16<sup>th</sup> day of November, 2009

s/Edward J. McManus  
s/ Angelo S. LaMantia  
s/Lawrence P. Cole  
s/Larry Ballantine  
SELECTMEN OF HARWICH

November 19, 2009

By virtue of this Warrant I have this day notified and waned 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 December 8, 2009 at the time and place for the purpose herein named by posting up attested copies thereon in the four (4) Post Office buildings and in Town Hall in the Town of Harwich, which covers all four precincts, at least seven (7) 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.

Constable

s/Richard S. Stawiarski

November 19, 2009

Constable

(Warrant must be posted at least seven days prior to December 8, 2009)

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.

	<b>PRECINCT I</b>	<b>PRECINCT II</b>
Warden	Phillip Gaudet	Ursula Corbett
Clerk:	Janet Kaiser	Ann Kaplan
Insp.Ck In:	Judy Davis	Lee Chase
Insp.Ck Out	Ray Gottwald	Mary Clarke
	<b>PRECINCT III</b>	<b>PRECINCT IV</b>
Warden	Donna Eaton	David Bassett
Clerk:	Sheila Bowen	Hilda Dagenais
Insp.Ck In:	Sandra Hall	Evelyn Robinson
Insp. Ck Out:	Susan Mills	Janet Silverio

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

	<b>PRECINCT I</b>	<b>PRECINCT II</b>
Dep.Warden:	Phillip Gaudet	Ursula Corbett
Dep. Clerk	Janet Kaiser	Janet Bowers
Dep.Insp.In:	Mary Lee Kelsey	Barbara Madson
Dep.Insp.Out:	Virginia Burke	Mary Clarke
	<b>PRECINCT III</b>	<b>PRECINCT IV</b>
Dep.Warden:	Donna Eaton	David Bassett
Dep. Clerk	Sheila Bowen	Richard Bowers
Dep.Insp.In:	Sandra Hall	Catherine Sacramone
Dep.Insp.Out:	Susan Mills	Janet Silverio

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 2,650 included 128 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	778, including	51	absentee votes
Precinct II	689, including	41	absentee votes
Precinct III	695, including	21	absentee votes
Precinct IV	488, including	15	absentee votes

The Town Clerk, Anita N. Doucette, announced the results on December 8, 2009, at 8:45 P.M as follows:

	PREC 1	PREC 2	PREC 3	PREC 4	TOTAL
<b>SENATOR IN CONGRESS</b>					
<b>DEMOCRATIC BALLOT</b>					
MICHAEL E. CAPUANO	130	136	112	74	452
MARTHA COAKLEY	264	205	211	178	858
ALAN A. KHAZEI	89	97	88	57	331
STEPHEN G. PAGLIUCA	73	54	65	39	231
all others	0	0	1	1	2
blanks	1	0	0	0	1
<b>REPUBLICAN BALLOT</b>					
SCOTT P. BROWN	199	182	205	129	715
JACK E. ROBINSON	17	11	12	7	47
all others	5	0	1	1	7
blanks	0	3	0	1	4
<b>LIBERTARIAN BALLOT</b>					
all others		1	0	1	2
blanks					

# Report of the Council on Aging

## MISSION STATEMENT

“The mission of the Board of Directors of the Harwich Council on Aging is to advocate to the Town for the senior citizens of Harwich through an ongoing assessment of their needs, making the community aware of those needs, as well as overseeing the development and implementation of programs and services of the Council on Aging.”

### Nursing Services:

<u>Type of Nursing Service</u>	<u>Number</u>
Home Visits      96 unduplicated caseload	visits 2,860
Office Visits      46 weekly walk in clinic	visits 1,650
<b>Totals 142</b>	<b>4,510</b>
<b>Referrals from Hospitals, M.D.'s, VNA, etc.</b>	<b>58</b>
<b>Discharges</b>	<b>40</b>
<b>Home Flu Immunizations</b>	<b>80</b>
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 "baby boomers" utilizing services.

## H1N1 Flu Clinics

Harwich offered H1N1 Flu Clinics in the Harwich schools, with the Town Nurse assisting the VNA, Harwich Board of Health and Harwich School Nurses, in addition to vaccinating the general public.

## **New Outreach Staff Member!**

We welcomed Sara Norton, Outreach Asst./Volunteer Coordinator to the Outreach team this year. Sara replaced Stephen Harmon who was voluntarily

recalled by the United States Army to return to service. Sara has been a tremendous asset to our COA Team and brings wonderful hands on experience to her position.

### **Stimulus Package Brings Employees**

The COA was the very first job for 2 students who came to work there from the Federal Stimulus Program for the summer. **This program also brought \$14,000 to the General Fund.**

### **Volunteers-We Love Them!!**

**Volunteers #:** 196  
**Volunteer Hours:** 16,270.25 hours  
**In Kind \$ Value:** \$260,529.00

### **Elder Affairs Liaison**

Donna Tavano is the Harwich Police Department's Elder Affairs Liaison to the Council on Aging. She works very closely with our Outreach Team including our Town Nurse, to triage very difficult and complex cases. This critical position not only saves the town money but helps prevent potential abuse, neglect, accidents and even criminal offenses. With an aging population of 39% over the age of 60 in Harwich, it is imperative that we continue to foster this relationship.

### **Caleb Chase Fund**

The Harwich Council on Aging Department administers the screening for the Caleb Chase Fund and makes recommendations to the Board of Selectmen for approval based on assessments of potential clients. The Council on Aging staff is best able to assist the Caleb Chase clients because in addition to fuel assistance, we can offer counseling and referrals to other appropriate human service agencies to help with all aspects of their lives. Many people have been helped by this fund and we are proud to be a part of the process.

### **Programs, Services And COA Revenue**

The Council on Aging provides many programs and services to the residents of Harwich. This past year, **\$7,275** in revenue was brought in to the Town of Harwich through program fees for 15 different programs.

### **Friends of the Harwich Council on Aging**

The Friends of the Harwich Council on Aging help to support many programs and services of the COA. This year they have purchased all new computers for the COA Computer Lab for \$4,237. They purchased durable medical equipment such as canes, bedrails, etc for \$1500. They gave the low income seniors of Harwich \$3,000 in grocery store gift cards and they help to supplement the "Supper Club" for seniors who are alone. We are most grateful to them especially in these most difficult fiscal times.



### Senior Tax Work Off Program

The Harwich Council on Aging manages the Senior Tax Work Off Program. Eligibility for the Senior Tax Work Off Program follows the recommendations from the Board of Assessors for "Senior Exemption". "An individual must own and occupy the property as his /her domicile as of July 1 of the tax year. Gross receipts (income) (before deductions) must be less than **\$23,841** if single." In its second year, the program had 20 participants who worked in the following departments: COA, Community Center, Town Clerk's Office, Building Dept., Cemetery Dept., Channel 18, Library, Water Dept. and the Harbormaster. We are most pleased that Harwich voters approved this program as it has helped these seniors tremendously to receive a \$750 property tax rebate. THANK YOU HARWICH VOTERS!!!

### Strategic Plan

The COA hired Wheeler Performance group to create a 10 year Strategic Plan for the COA, to assist us in the planning of programs, activities and services. 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. It has been very helpful in prioritizing projects such as the Community Center new website, a new makeover of the former COA now Community Center Newsletter and allowed us to offer Wifi to the general public. We learned from this study some very important statistics: **currently Harwich has 39% of it's year round population are age 60 and above. In 10 years we are projected to have 61% of the population age 60 and above** with the influx of Baby Boomers and the 80+ year olds population growing simultaneously. This is both very exciting to us as well as presents a challenge as to how to take care of the people we need to, given the limited resources we have currently.

### COA Van "Cranberry Coach"

This program serves Harwich very well. This year, it provided transportation to 14 year olds whose first job was working from the Federal Stimulus Package funds in Harwich at the Community Center. We have 86 regular riders who this year rode the van 2,978 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 and Hughes the 2 part time Van Drivers we have who are awesome with their riders.

### **Harwich Alzheimer's Memory Walk May 2009**

Did you know????? Harwich has the **4<sup>th</sup> highest population of Alzheimer's Disease on Cape Cod.**? This year the Harwich location of the Alzheimer's Miles of Memories Walk was the largest success to date incorporating the Lower Cape but still located in Harwich. Thanks to the volunteers from the Harwich Council on Aging Board, along with many other fabulous other volunteers, this year's walk raised **\$26,200!!** Our thanks go out to Harwich Selectmen: Chairman, Ed McManus, Dr. Larry Cole and Robin Wilkins, for supporting us and helping us to bring awareness to this very important cause that effects so many of our Harwich citizens.

This was more than double the amount raised last year! Congratulations Harwich, way to go! Won't you join us on **May 23<sup>rd</sup> 2010, 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,

Ray Gottwald - *Chairman*  
Barbara Bliss - *Vice Chair*  
Frances Keary - *Treasurer*  
Lee Culver  
Christine Wood  
Kathi Marin  
Ralph Smith  
Francois Marin  
Debbie Salewski

## *Report of the* **Agricultural Commission**

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The Agricultural Commission has enjoyed another busy year in our efforts to promote agriculture within the Town of Harwich. The 2009 Farm Fest was, once again, a huge success despite the extreme hot conditions. We hosted an average of four locations daily during the 6 day event.

Another key project for us was the expanded Farmer's Market which was held at the Brooks Academy Museum. We were pleased to have an average of twelve vendors per market offering a variety of produce, plants, honey, cranberries, herbs, flowers and bread products. Our plans are to increase the Market to a weekly basis from Spring thru the Fall and we anticipate an even larger participation from vendors.

Several of our members attended various AgCom gatherings and meetings throughout the year and our Agricultural Commission will host the next annual gathering in the early Spring of 2010. This event will address issues affecting agriculture and participants will include not only all Cape AgComs but also key personnel from County and State departments.

We would like to invite anyone with interest in preserving our agricultural heritage to attend our monthly meetings which are held on the second Wednesday of every month at the Harwich Town Hall.

Respectfully submitted,

John Sennott, *Chairman*

*Members:*

Betsy Coleman

Wayne Coulson

Tom Davis

Donna Eaton

Brent Hemeon

Colleen Springer

# *Report of the* **Brooks Free Library**

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## **Brooks Free Library**

739 Main St., Harwich, MA 02645

Phone: (508) 430-7562, Email: [bfl\\_mail@clamsnet.org](mailto:bfl_mail@clamsnet.org)

Website: [www.brooksfreelibrary.org](http://www.brooksfreelibrary.org)

## **Vision**

“a world without limits in the heart of the community”

## **Mission Statement**

The Library’s mission is to 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 2009. Established in 1881, the Brooks Free Library is the municipal library for the Town and is governed by a seven member elected Board of Trustees. This year Trustees David Bassett and Alma Davis did not seek re-election. Elizabeth Drewes and Jeannie Wheeler were elected and incumbent Trustee Kathleen Remillard was re-elected in May.

Once again we’re pleased to report that business is booming at the Library. In the 12 years since the renovation the number of items checked out has more than doubled! In FY2006 the Library closed on Mondays after volunteering not to seek restored funding in the second override. With new hours designed to serve all segments of the community and a staff determined to continue providing the best library services possible, library use has continued to increase in spite of this cut. The number of items checked out has increased 46% since we closed on Mondays. Since we’re open fewer hours, our circulation per hour has increased tremendously and it’s now the highest of the 32 libraries in CLAMS. Our circulation per Full-time Equivalent staff member, one of the highest in the consortium, has increased 48% in the past five years. A full page of statistics is included at the end of this report.

## **Long Range Plan**

Our Long Range Plan was developed with community input using the American Library Association’s planning model for public libraries. As 2009 ends, we’re in the final stages of the year-long process of preparing our next Long Range Plan. In addition to basic library services, the new plan will focus on the service responses of General Information (meeting the community’s need for information on a broad array of topics), Commons (offering services

and programs that enable residents to meet, interact, and exchange ideas on areas of interest) and Current Topics and Titles (providing opportunities for people to explore popular cultural and social trends and enjoyable recreational experiences.) The new long range plan will allow us to continue to prioritize the services we can offer in response to community needs, something which is particularly important in these tight financial times.

### **Serving Everyone**

The Library serves all segments of the community – families with young children, seniors, working adults, elementary, high school and college students, people with disabilities, job seekers, non-native English speakers, and residents who are homebound – and we've created a welcoming and inclusive atmosphere for residents and visitors. Community members use the Library to find recreational reading, for accurate information on subjects such as medical conditions, legal issues, managing investments, educational opportunities and financial aid, and to read the newspaper, use a computer or participate in a program.

### **Building Community**

Because our programs and services are not targeted to certain age groups or segments of the population, they make it possible for community members to meet and get to know others who they would not ordinarily cross paths with. Our programs and services are free, so there are no economic barriers to participation. While these programs benefit individual residents, they also help foster a sense of community among town residents.

### **Children and Youth**

Services for children and youth remain a prime focus of library services. Parents and young children come to find picture and storybooks that develop pre-literacy skills. They attend story-times, creative movement programs and a variety of special performances by storytellers, puppeteers and magicians. We're also heavily used by middle and high school students who come to the Library every afternoon to use our Homework Center, meet friends, work on a school project, use the computers, play a board game or attend a Dance, Dance Revolution, Wii Sports, Lego Mania or Chess program. The Library provides a safe place for youngsters who might otherwise be home unsupervised. Our early evening hours on Tuesdays, Wednesdays, and Thursdays make it easier for parents to pick their youngsters up on the way home from work or to bring the family to the library after dinner. We assist teachers by offering "institution cards" that have longer loan periods and don't accrue fines. This allows teachers to expand the number of books in their classroom libraries and to support a unit or theme. We regularly host class field trips for library instruction. Our new daytime book group and programs for home-schooled youngsters supports those families and responds to a need that was not being met in this area.

## **Reference Services**

Use of reference services continues to be strong. Conventional wisdom might have held that demand for these services would decrease with the increasing availability of information online, but that hasn't been the case. The number of reference questions we receive has increased over 500% since 1998. Even with good computer skills, the amount of information online often makes it difficult for people to find what they want. This means the traditional role of the Reference Librarian in helping people access information and develop "information literacy" skills has continued. Some patrons ask for reference help wanting only the answer to their question. Others seek information about what electronic resources are available, for assistance evaluating online content and for help in improving their searching techniques.

## **Technology**

Access to technology is a basic component of library service today. Many residents and visitors rely on our public computers to check email, do research, surf the Internet, create a resume, search for a job, submit work for an online course, and to improve their technology skills. As the statistics demonstrate, use of our public computers continues to grow. This year we've seen a marked increase in the number of people coming in to work on their resume, search for a job or file for unemployment. Others use the library computers because they've discontinued their broadband service or cannot afford to buy a computer or replace an older one. In addition, the 24/7 wireless service we offer at the Library and at our second site at the Brooks Academy Museum draws many residents and visitors to Historic Harwich Center.

## **Vision Impaired Technology Assistance at the Library (VITAL)**

Our VITAL program remains a national model. We're aware of only one other public library in the country that teaches people with vision loss to become independent users of computers and assistive technology programs. As 2009 ends we're pleased that our efforts to change this are bearing fruit. This fall VITAL Coordinator Carla Burke has been providing instruction to a member of the Dennis-Harwich Lions Club so they can begin to offer instruction at the Low Vision Center they established several years ago at the Dennis Memorial Library. In other good news, Carla was honored this year by the Cape and Islands Red Cross as an American Hero for her role as mentor/role model for people with disabilities.

## **Programs**

Last year we offered over 832 educational, cultural and recreational programs. Our book discussion groups, Knit-Lit group and Writers group provide an opportunity for residents to stimulate their intellectual curiosity and exchange ideas. We offer informational lectures, author talks and musical performances. In February we hosted a Business After Hours program for the

Chamber of Commerce and spoke to the business community about services we offer. We also worked with the Chamber to plan the new "Fall for Harwich" series to attract visitors during the fall shoulder season. The Library offered 6 of the 35 events during the six-week series, with talks on "Fall Birds of Cape Cod" and "Early People of Bell's Neck and Herring River" and performances by the Seaside Clowns for children and families, among other events. We continue to offer programs that focus the natural world, with presentations by Bob Prescott, director of Mass Audubon and archaeologist Dr. Fred Dunford of the Cape Cod Museum of Natural History. This fall, with the assistance of Harbormaster Tom Leach, we began a monthly brown bag lunch program, "Science First Friday Harwich." For Cape Cod Maritime Days we co-sponsored a presentation of "Hit and Run History: The Columbia Expedition," a new documentary film produced by Andrew Buckley on Harwich explorer John Kendrick with the Harwich Historical Society. Several sessions of Computer Tutoring are offered each week, with volunteer tutors sharing their expertise with novice computer users. Our craft and recreational programs, such as "Gifts from the Heart" and "Garden Stepping Stones", remain very popular. Cultural programming included Ken Badge Jazz Trio, Music of the Gaslight Era, the Cape Rep Theatre and the Harwich Senior Players. The Friends of the Brooks Free Library sponsor the "First Sunday Series" on Sunday afternoons from September to May. With informational and entertaining talks and wonderful performances by musicians and vocalists, not to mention the free refreshments, these programs are always well attended. Some examples of this year's programs are performances by Irish harpist Mairead Doherty and the Sound Waves a capella group, and a gardening presentation from staff of Heritage Plantation.

### **Regionalization**

The Library participates in the CLAMS consortium. This regional effort, begun over 20 years ago, was ahead of its time. The creation of CLAMS allowed libraries to automate without the cost of purchasing and maintaining their own automated systems and hiring their own systems staff. Participation in CLAMS has also greatly expanded what's available to patrons since member libraries freely share their materials. Our patrons have quick and easy access to the 1.3 million holdings of CLAMS member libraries. An inter-library delivery service, provided by our library region with funding from the state budget, brings materials from one library to another and is another example of regional library services.

### **Historic Preservation**

This year we completed the project to digitize the Harwich Independent newspaper using Community Preservation Act funds. The contents of this historic newspaper, published from 1872 to 1949, are now available at the

Library and Brooks Academy Museum. In September we held an open house for the C.D. Cahoon Paintings with Dorothy Hemmings hosting the event as Tamesin Brooks, our first librarian. We're working with the Historical Society to plan a major exhibit of Cahoon paintings in 2011. We're actively involved with the Historic Harwich Center committee working to revitalize and promote our historic village.

### **Friends of the Brooks Free Library**

The Friends of the Brooks Free Library are an active and engaged group. They support the Library by funding discount passes for museums and attractions, providing additional copies of bestsellers, hosting the "First Sunday" program series, and Santa's annual visit. Funds from the Book Sale provide for the special programs for children in our Summer Reading Program. They raise funds to purchase software and equipment for the VITAL program. The Friends also operate the Books on Wheels program, which uses volunteers to pick-up and deliver library materials to homebound residents. Space does not permit us to thank the Friends members individually, but we'd like to extend our deep appreciation to them for all they do!

### **Volunteers**

We'd also like to extend our gratitude to the 117 people volunteered at the Library last year. They contributed 4042 hours to help us perform basic functions such shelving books and making phone calls, and performing other tasks such as serving as computer tutors or discussion group coordinators, which allows us to offer additional services to the community.

### **Library Staff**

Senior Library Technician Virginia Smyth resigned this year and we were saddened by the loss of Library Technician Bob Maull who passed away in April. Our clerk, Mary Jo Metzger, resigned in September to devote more time to her family and volunteer activities. Fortunately, she has agreed to continue to work with us on special projects. This fall we again reorganized our staff and realigned duties among positions to try to keep pace with increased use of the library without adding staff.

### **Library Staff as of Dec. 31, 2009**

Library Director:	Ginny Hewitt
Public Services Librarian:	Suzanne Martell
Reference Librarian:	Jennifer Pickett
Youth Services Librarian:	Ann (Bower) Carpenter
Admin/Reference Assistant:	Nicole Hansen
Senior Library Technicians:	Gordon Benoit
	Joanne Clingan
	Phil Inman
	Emily Milan
	Pam Paine



Senior Library Tech (Assistive Technology):	Carla Burke
Library Technicians:	Chardelle Davis
	Lisa Eagar
	Fred Flagg
	Lee Kelley
Custodian	Patricia Centrella
Substitute/Library Associates:	Adrienne Eldredge, Kerry Gonnella, Heather Hendershot, Vince Kraft, Jackie Leach, Judy Nichols, Linda Quinlan, Rebecca Smith and Melissa Stello.

### **Looking To the Future**

We've been extremely pleased with the continued growth in use of the Library. Our challenge for the foreseeable future is to meet the increasing demand for services using existing resources. As recent years have demonstrated, we're up to the task and look forward to continuing to provide residents and visitors with excellent library services. The Board of Trustees meets at the Library at 7 pm on the second Wednesday of each month and welcomes your input. You may also contact us about any issues or concerns by writing to Brooks Free Library Board of Trustees, 739 Main St., Harwich, MA 02645.

Respectfully submitted,

*Brooks Free Library Board of Trustees*

Joanne Brown, *Chairman*

Robert Widegren, *Vice Chairman*

William D. Crowell, *Treasurer*

Mary Warde, *Secretary*

Elizabeth Drewes

Kathleen Remillard

Jeannie Wheeler

Ginny Hewitt, *Library Director*

### Brooks Free Library Statistics Since Renovation

	Open Hours	Items Checked Out	Circulation per Hour	Inter-library Loans	Holdings	Reference Questions	Public Computer Use	Wireless Sessions	Children's Programs	Attendance @ Children's programs	Adult Programs	Attendance @ Adult Programs
<b>FY1997</b>	2025	92285	45.6	4354	38992	2219	n/a		119	3551	5	110
<b>FY1998</b>	1937	103910	53.6	6118	42603	2472	n/a		119	3419	8	1430
<b>FY1999</b>	2013	110487	54.9	8630	45199	4360	n/a		161	3446	51	1076
<b>FY2000</b>	2060	111872	54.3	9624	51984	3955	4395		172	4769	10	335
<b>FY2001</b>	2108	123401	58.5	12275	54684	4613	10360		196	6019	80	520
<b>FY2002</b>	2076	128462	61.9	14677	58439	6053	14722		234	8255	71	673
<b>FY2003</b>	2078	132869	63.9	24363	56833	8955	17624		285	8338	235	1916
<b>FY2004</b>	2066	145212	70.3	29264	55784	11416	22784		284	6759	341	2592
<b>FY2005</b>	2038	151871	74.5	33236	59565	12263	24215		249	5939	496	2826
<b>FY2006</b>	1848	156630	84.8	37849	63041	12126	22124	5460	254	7317	602	2608
<b>FY2007</b>	1796	169529	94.4	44147	66393	13866	23264	7790	269	7303	396	1065
<b>FY2008</b>	1980	193024	97.5	52435	68620	13183	26400	7265	286	8306	323	2460
<b>FY2009</b>	1970	211719	107.5	61304	70454	15035	27822	9052	304	7701	534	3776

## *Report of the* **Trustees of the Caleb Chase Fund**

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On January 21, 1899, Caleb Chase signed his Last Will and Testament establishing the The Caleb Chase Fund in which he bequeathed "to the Town of Harwich to be used for the support of the poor, Ten Thousand Dollars." The following is the Trustees' financial report for the fiscal year ended June 30, 2009.

### **FINANCIAL STATEMENT**

UBS Financial Services, Inc. - beg. balance	73,756
Dividends and Interest (received during fiscal year):	6,439

Purchase of following stocks on Feb. 18, 2009:

#### **Purchase:**

100 shs Apple	9,058	
500 shs GE	8,706	
2,392.34 shs Pimco Total Return Fund (A)	25,005	
300 shs Ishares S&P N.American Nat.		
Resources Sector Index Fund	<u>7,758</u>	-50,527

Paid to Town of Harwich Treasurer	
(received during fiscal year)	- <u>\$5,768</u>

### **ASSETS ON HAND AT END OF FISCAL YEAR:**

UBS Cashfund, Inc. (End bal. - June 30, 2009)	\$23,900
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### **SECURITIES** (Market values June 30, 2009)

100 shs Apple	\$14,243
350 shs Exelon Corp.	17,924
400 shs Exxon Corp.	27,964
500 shs GE	5,860
800 shs Intel	13,240
96 shs Medco Health Solutions, Inc.	4,379
600 shs Proctor & Gamble Co.	30,660
310 shs Ishares Trust Russell 1000 Index	15,705
500 shs Ishares MSCI EAFE Index Fund	22,905

600 shs Ishares S&P N.American Nat.

Resources Sector Index Fund*	16,626	
2,454.02 shs Pimco Total Return Fund (A)	<u>25,644</u>	<u>195,150</u>
Total		\$219,050

\*Note: 2-1 stock split on 7/24/08 on original 100 shs (to 300 shs)

Respectfully submitted,

William A. Doherty, Jr., *Treasurer*

David M. Davis

Paul V. Doane

# *Report of the* **Cape Cod Commission**

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The Cape Cod Commission is the regional land use planning and regulatory agency created in 1990 to serve the citizens and the 15 towns of Barnstable County. Its mission is to manage growth, to protect Cape Cod's unique environment and character, and to foster a healthy community for present and future generations.

The state legislation that established the Cape Cod Commission in 1989 charges the agency's 19-member appointed board with reviewing and regulating Developments of Regional Impact (DRIs), recommending designation of Districts of Critical Planning Concern (DCPCs), and preparing and overseeing the implementation of the Regional Policy Plan (RPP), the set of planning policies and objectives that guide development on Cape Cod.

With a professional staff organized into three main working groups (Planning and Community Development, Technical Services, and Legal/Regulatory), the Cape Cod Commission provides regional services and coordinates many projects and activities that affect all of Barnstable County and each Cape town. Activities relate to land use and growth management; coastal, water, and natural resources; community design; economic development; energy; geographic data and maps; historic resources; transportation analyses and planning; affordable housing; and more.

Details about the Cape Cod Commission's work and the projects and programs highlighted in this report are available on the web site: [www.capecod-commission.org](http://www.capecod-commission.org)

## **CAPE-WIDE ACTIVITIES IN FY2009**

### **PLANNING AND COMMUNITY DEVELOPMENT**

Major planning and community development accomplishments this year included the completion of the 2009 Cape Cod Regional Policy Plan, continued development and adoption of the Regional Land Use Vision Map, and the preparation of a five-year Comprehensive Economic Development Strategy for Barnstable County, all of which enjoyed an unprecedented level of public participation.

### **TECHNICAL SERVICES**

Major accomplishments in technical services for Cape communities included projects pursued under the state-funded District Local Technical Assistance Program, long-range transportation planning, continued work on regional wastewater management issues, and enhancements to the agency's Geographic Information System (GIS) capacity.

## **LEGAL/REGULATORY**

In the Legal/Regulatory program this year, the Commission revised three major regulations and developed or revised four technical bulletins that relate to the new Regional Policy Plan. In addition, the Cape Cod Commission issued decisions on 11 Developments of Regional Impact (DRIs), reviewed more than 35 other DRI proposals, and issued certificates of compliance for 12 previously approved DRIs.

## **SERVICES AND ACTIVITIES IN HARWICH, FY2009**

The Cape Cod Commission's staff directly assisted the Town of Harwich during Fiscal Year 2009 as follows:

### **PLANNING AND COMMUNITY DEVELOPMENT**

The Cape Cod Commission's planning and GIS staff supported the town's efforts to develop and endorse the Harwich portion of the Regional Land Use Vision Map. The Commission's planning and transportation staff helped with planning/design issues related to pedestrian/bicycle circulation and street improvements in the Harwich Center area. The Commission's staff historic preservation specialist also advised the Friends of the South Harwich Meetinghouse on rehabilitation projects proposed for the 19th Century structure. The Commission's staff natural resources specialist helped revise, edit, and prepare text for the Harwich Open Space and Recreation Plan.

The Cape Cod Commission made an Affordable Housing Technical Assistance Program (TAP) award of \$4,000 to the Town of Harwich for a consultant to prepare a housing action plan. The Barnstable County HOME Consortium made a commitment of \$150,000 in HOME funds to the Community Development Partnership for its 35 Main Street Extension development, the construction of 12 new LEED-certified affordable rental units. The HOME Consortium also made a commitment of \$125,000 in HOME funds to the Harwich Housing Authority for its Homeownership Project, a buy-down project that will create five affordable ownership units.

### **TECHNICAL SERVICES**

#### *Geographic Information System*

The Commission's GIS staff created a series of maps to support the Harwich Open Space Plan.

#### *Transportation*

The Cape Cod Commission's transportation staff conducted 23 automatic traffic recorder (ATR) counts at road segments and 11 turning movement counts (TMC) at intersections in Harwich and conducted three counts at the Park-and-Ride lot.

### *Water Resources*

As part of the annual water-quality monitoring program of the Commission's ongoing Pond and Lake Stewardship (PALS) Project, volunteers collected 13 samples at 26 ponds in Harwich. The Commission's water staff also participated in a regional Long Pond watershed management committee.

Water staff made land use assessments as part of the Massachusetts Estuary Project work in the Town of Harwich.

Water staff organized an educational festival for students and teachers of the Harwich Elementary School.

### **Legal/Regulatory**

The Cape Cod Commission issued a Development of Regional Impact (DRI) Certificate of Compliance to National Grid/Colonial Gas Company for the KeySpan Pipeline Middle Segment project in December 2008.

The Cape Cod Commission submitted a technical comment letter to the Massachusetts Environmental Policy Act (MEPA) Office on the Environmental Notification Form (ENF) for the proposed Allen Harbor Dredging project.

The Commission's staff provided a 40B comment letter for the 35 Main Street Extension proposed project.

# *Report of the* **Cape Light Compact**

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The Cape Light Compact was formed in 1997 following two years of study and votes of town boards of selectmen and town council. It is organized through a formal intergovernmental agreement signed by all 21 member towns and Barnstable and Dukes counties. The purpose of the Cape Light Compact is to advance the interests of consumers in a competitive electric supply market, including the promotion of energy efficiency. Each participating municipality has a representative on the Compact Governing Board, which sets policy and works with staff, technical and legal support to advance the Cape Light Compact programs.

## *POWER SUPPLY*

In 2009, the Cape Light Compact (Compact) provided energy to residents and businesses in accordance with a competitive electricity supply contract negotiated by the Compact with ConEdison *Solutions*. Oil and natural gas prices were extremely volatile in 2008 with oil hitting its peak in July and then falling precipitously. Prices for 2009 were largely locked-in, in late 2008 when energy markets had decreased significantly from their peaks in July of 2008. Natural gas, electricity, and other energy prices continued to trend down in 2009. While the Compact's prices in 2009 did not reflect this (due to locking in prices at the end of 2008), 2010 prices will reflect this decrease. The Compact is actively pursuing strategies to stabilize prices at these attractive 2010 levels.

As of December 2009, the Compact had 8,025 electric accounts in the Town of Harwich on its energy supply.

## *ENERGY EFFICIENCY*

From January to October 2009, rebates and other efficiency incentive programs provided to the Town of Harwich by the Compact totaled approximately \$409,461 and brought savings to 595 participants of \$313,857 or about 1,569,284 kilowatt-hours of energy saved for 2009.

Funding for the energy efficiency programs<sup>1</sup> (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:

- The Cape Light Compact continues to bring energy education to the Town of Harwich through use of energy kits, materials, and classroom support. Teachers benefit from the energy education conference held in the spring of 2008 and ongoing support from CLC staff.
- The solar array at the Harwich Elementary School as part of the “Solarize Our Schools” program generated over 7,759 kWh of electricity for the school and prevented over 13,392 lbs of CO<sub>2</sub> from entering the atmosphere in the course of the system’s lifetime.
- Twenty Low-Income homes were retrofitted for a reduction in energy usage and increased comfort.
- 23 ENERGY STAR® qualified homes were built in the Town of Harwich.
- The Harwich Police Department received an incentive payment of \$8,730 for energy efficient lighting and controls under the New Construction Program for the new police station.
- Harwich Town Hall and Harwich Community Center completed projects under the Small C&I Retrofit program and the South Street Elementary School is currently at the audit stage of their retrofit project.
- Cape Light Compact’s engineering consultant completed the evaluation of the operation of the tri-generation system at Cape Cod Regional Technical High School and the school received their incentive payment to close out that project.
- Twenty business customers participated in the Small C&I Retrofit program, which now serves customers with up to 300kW demand.

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

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The Cape Cod Regional Transit Authority with the door-to-door b-bus service has provided 162 clients (unduplicated count) in Harwich with 6,373 one-way passenger trips from July 2008 through June 2009 (FY09). In FY08 CCRTA provided 195 clients with 6,922 one-way passenger trips from July 2007 through June 2008. Total b-bus passenger trips in the fifteen towns of Cape Cod were 174,011 in FY08 compared to 169,583 in FY09.

CCRTA FY09 records for the Boston Hospital Transportation service indicates 33 Harwich residents took 187 one-way trips on this service.

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 5,276 one-way trips originated in Harwich for the H20 route for the period July 2008 through June 2009; total ridership for the H20 route for this period was 81,879.

A total of 9,622 one-way trips originated in Harwich for the Flex route for the period July 2008 through June 2009; total ridership for the Flex for this period was 50,073.

CCRTA provides the Harwich Council on Aging a Mobility Assistance Program (MAP) vehicle that provided 5,105 rides from July 2008 to June 2009.

CCRTA continues to work with the Lower/Outer Cape Community Coalition, P&B, Councils on Aging, human service agencies and private non-profit organizations to coordinate routes and schedules. Ms. Paula George has worked closely with Ms. Barbara-Anne Foley of the Harwich Council on Aging and Mary Lou Petitt of the Lower/Outer Cape Community Coalition and the Flex Committee of the CCRTA Advisory Board.

CCRTA has a web page on the Internet ([www.capecodrta.org](http://www.capecodrta.org)). Route maps, schedules, fares and the latest news about Cape Cod public transportation services are provided at this site, as well as links to many other transportation resources. Real-time position of all fixed route buses and a Google Trip Planner are also included on the web site.

# *Report of the* **Harwich Cultural Council**

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We respectfully submit the Annual Report of the Harwich Cultural Council for the year 2009.

The Harwich Cultural Council (HCC) is a town committee annually funded through the Massachusetts Cultural Council to enrich the cultural lives of our citizens. We are charged with allocating grant funds for community based projects and ticket subsidies for our students to theaters, museums, and other educational venues in the arts, humanities, and interpretive sciences (learning about nature, science, and technology in ways that connect to peoples lives).

The grass roots nature of the Local Cultural Council Program, the largest decentralized arts granting program in the country, makes it a unique vehicle for discovering opportunities to stimulate talent, community resources, and individual initiatives which contribute to the cultural life of Harwich residents.

In 2009 the Board of Selectmen accepted the resignations of two second term Council members, David Bassett and Dorothy Hemmings. We will miss their creative contributions and leadership in presentations and fund raising. New appointees Frances Ballam and Rose Ann Clarke joined us at the start of the Fall Grant Review.

## **Grants:**

The HCC reviewed 26 applications this Fall 2009, requesting \$30,880. We approved 22 of these grants totaling \$10,000 in grant awards. The awards vary from Poetry and the Art of Listening for Kindergarteners to Expressive Arts Initiative for Alzheimer's victims.

## **Music:**

- Harwich Middle School (HMS): Concert Choir initiative - \$400
- Cape Cod Opera: Opera and You at HMS and Cape Tech - \$300
- Harwich Port Merchants' Association: Music Strolls, summer 2010 - \$750
- John Root: Intergenerational Musical Program for COA - \$200

## **Drama and Poetry:**

- Scott Jamison: "Contact: The Magic of Communication" at Holy Trinity Regional School - \$350
- Harwich Junior Theater: Greek Mythology Workshop at HMS - \$500
- HJT: Poetry and the Art of Listening for all kindergarten classes - \$500

## **Visual Arts:**

- CCMA: ARTWORK/Art Program, for 3 Harwich artists to mentor selected Harwich High School students - \$600

- HMS Grade 8: workshop at Provincetown Art Association & Museum - \$500
- Amy C. Davies: Harwich: Portrait of a Small Town (Contemporary Photo Journal) - \$360
- Alzheimer's Services of Cape Cod & the Islands: Cape Cod Arts & Alzheimer's Initiative program in Harwich - \$250. This grant was matched by a gift from the Friends of The Council on Aging

### **Performing Arts:**

- Harwich Early Childhood Council: Jugglers for Winter Carnival - \$300
- Harwich Elementary Grades 1 and 5: tickets to Nutcracker Ballet - \$1000
- Harwich Chamber of Commerce: Fall for Harwich 2010 - \$300

### **History and Literature:**

- Harwich Historical Society: Exploring Harwich's Maritime History - \$500
- The Marble Collection: arts magazine by and for high school students - \$200
- Cultural Center of Cape Cod: ALL WRITE poetry for teens - \$500
- Andrew G. Buckley: The Columbia Expedition, episode 2 - \$600
- Liane Biron (HHS): The Creative Economy and the Arts - \$750
- Vocational Community Program (HHS): tickets to Plymouth Plantation - \$240

### **Interpretive Sciences:**

- Harwich Conservation Trust: White Cedar Woods interpretive science display - \$600
- Harwich Elementary School: Reptiles and Raptors - \$300

We are so pleased with the diversity of the applicants this year. We encourage future applicants to consider the broader reaches of the term "cultural" and keep those applications coming.

In addition to awarding grants, the HCC often serves as a vehicle for cultural activities in Harwich. This past summer we responded to a request from the FARM FEST Committee to again host an environmental day in Harwich. We collaborated with Barbara Johnson and the Friends of the Cultural Exchange Centers to develop the program. The result was a panel of six experts in a consumer forum titled **HARWICH GREEN: What You Can Do Today and Tips to Take Away.**

The panelists were John Redihan, President, Wash Safe Industries Inc.; Roger Mc Mahon, California Paints; Sue Phelan, Educator, GreenCAPE & Cape Cod Organic Gardeners; Luke D. Hinkle, Solar Electric, My Generation Energy Inc.; Donna Eaton, Herbalist, Owner of Cedar Spring Herb Farm; and Scott Shaw Energy Auditor, Rise Engineering, with Dorothy Hemmings as moderator.

HCC sponsored an exhibit of hand crafts by Harwich women called "IN STITCHES". Four groups participated: The Knit-Lit group from Brooks Free Library, the Council on Aging knitters, The Prayer Shawl knitters from Holy

Trinity, and Stitch and Bitch, a crewel, cross-stitch and needlepoint group. We would enjoy sponsoring more craft, art and creative design work.

With the Friends of the Cultural Exchange Centers, we were fortunate to have the Sisson Road Recreation Building for many activities for the last four years. Now as a lease commences with Harwich Junior Theater and restoration work continues on the building, we are exploring other options for special programs and activities we would like to present.

HCC membership in the Arts Foundation of Cape Cod will connect us to other cultural organizations on Cape Cod, broadening our scope and contacts throughout the Cape.

In the past we have held fundraisers specifically to raise money for grants. This year the opportunity for another travel fundraiser was dampened by an unsteady financial climate. We expect to offer a new trip in 2011. We thank the voters of Harwich for supporting our Town Meeting Warrant Article request for \$2500 to supplement the grant funds, and we are grateful to the individual donors who support our work.

All of our meetings are open to the public and are posted in advance at Town Hall. Meetings usually are held at Brooks Free Library, Thornton Room, at 4pm on the second Thursday of the month. Anyone interested in our work is welcome to attend, or speak to any member. As current members complete their terms, we will need new members. Please consider joining us.

We acknowledge with gratitude the energy and direction of former Chairman John Prophet, and mourn his untimely death. He will be long remembered for his Historic Harwich Blog and his now prophetic poetry:

“With hope and cheer we struggle on / To make a dream come true”

Respectfully submitted,

Patricia C. Stackhouse, *Chair, Harwich Cultural Council*

*Members:*

Frances Ballam, *Publicist*

Nancy Laning, *Secretary*

Rose Ann Clarke

Anne Leete

Robert Doane

Robert Messias

Toney Hopkins, *Treasurer*

Elaine Messias

Barbara Johnson, *Special Adviser*

# *Report of the* **Board of Health**

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Exemplary is the attendance record of our five- member Board of Health. Mutual respect among members of this professional Board spawns a congeniality allowing the focus of energies on common goals and objectives. Testimony to this cohesiveness is that no vacancies have been present in the last six years. The Board works assiduously to serve the best interests of the Town of Harwich.

The Board could not function without its outstanding support staff. Deep gratitude is expressed for the efforts of Health Inspectors John Chatham and Mark Polselli, Patricia Ballo, our senior Health Inspector as well as Carol Genatossio, our head clerk and Judith Sullivan, our principal clerk and attorney Sandra Howard, our recording secretary. Under the leadership of Paula Champagne, maximal productivity is achieved despite markedly curtailed funding including a hiring freeze. It is no surprise that Paula was most recently evaluated by members of the Board of Health who rated her performance as outstanding in all categories..

In the past, realizing this extended audience, we have utilized this medium to address important issues of health and safety. Respectful of time we will briefly touch upon the following:

Cell phones: what was once a rarity is now ubiquitous. Having a cell phone is now accepted as part of the ritual of growing up. More prone to cell phone addiction are our youngsters. Of particular concern is the mounting evidence of cell phone usage associated with an increased incidence of head and neck tumors. While awaiting further scientific evidence, it might be prudent to enlist parental guidance in monitoring children in minimizing exposure by curtailing usage and utilizing speaker phones or hands free head sets to limit radiation.

H1N1 pandemic. While apprehension mounts, there is reason to believe that adequate and timely delivery of the vaccines will be available to service our population. Our staff is well equipped and ready to administer the vaccines in a timely fashion. Logistics have been fine tuned and refined with invaluable assistance and cooperation with Lee Culver, our Emergency Management Director.

Fowl is Foul. According to the Center for Disease Control and Prevention, approximately 3.5 million of our population is infected with 30,000 hospitalizations and nearly 500 deaths. Ironically, most of these illnesses are preventable by employing well established prevention measures. While the poultry industry and the Center for Disease Control have been active in efforts to minimize sal-

monella and campylobacter contamination, standards have yet to be established in protecting the public. The consumers must therefore decide how best to protect themselves since all poultry must be considered to be contaminated. Proper handling of poultry, proper refrigeration and cooking poultry to establish a temperature of 165 degrees F confirmed by proper use of meat thermometer are the basics in preventing salmonella and campylobacter infection.

Hand washing. It is indeed a paradox that the cheapest and one of the most effective means against disease is so under utilized and often improperly performed. The Health Department has distributed placards to our schools in an effort to enhance hand washing disciplines. Schools, however, cannot be effective without parental supervision as well as serving as role models. Generous lathering with soap followed by 20 seconds of vigorous rinsing are the basics of proper hand sanitation. It should not be a pandemic to remind us of the importance of basic disciplines.

Mammography. The United States Preventive Services Task Force recommended a radical change in the mammography screening guidelines. Unfortunately, the changes were announced during an emotionally charged atmosphere during the heated debate of healthcare reform, undermining the credibility and motives of the Task Force. In an effort to quell the emotional uproar and to reassure a confused public the Secretary of Health and Human Services (HHS) recommends that the well established schedule be followed. We would further emphasize that your personal physician, with knowledge of your family history, is best equipped to advise you in tailoring a schedule to best meet your personal needs.

Despite well defined duties in the Health Department, it must also be ready for the exigencies that arise and must be attended to: such as toxic algae bloom, food safety, food borne illness, pandemics, etc. In this field, it is difficult to predict the future adding credence to the adage that when dealing with disease, the only accurate prediction is its unpredictability.

I not only feel privileged but honored to serve on this Board with true professionals: my Co-chair Mary Jane Watson, Dr. Alfred Hurst, Dr. Robert Insley and Pamela Howell, RN.

Respectfully submitted,

Stanley L. Kocot, MD,  
*Chairman, Harwich Board of Health*

Mary Jane Watson  
Alfred Hurst, MD  
Robert Insley, MD  
Pamela Howell, RN

# Report of the Health Director

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The following permits were reviewed and issued by the Health Department:

TYPE	CURRENT FEE	#ISSUED
Food service establishments	\$10-250	192
Motels/Cabins	\$75	7
Rubbish Haulers	\$100	5
Swimming Pools	\$100	30
Disposal Works Installers	\$100	64
Milk & Cream	\$10	14
Manufacture of Frozen Dessert	\$50	5
Stable	\$20/50	32/6
Funeral Directors	\$50	2
Mobile Food	\$100	7
Septage Carriers	\$100	23
Catering	\$100	7
Well Permits	\$50	17
Retail Sale of Tobacco	\$50	3
Recreational Camps	\$75	1
Sewage Construction Permits	various	178
Real Estate Transfer Inspections	\$100	274
Trench Permits	\$25	82
Test Holes/perc tests	\$100/lot	134

Total revenue collected =\$104,486.50. Not itemized in the above fees are \$976 for fees and donations received at the September 29,2009 Flu Clinic ; \$1515.50 collected for photocopies, and \$3700 collected for Board of Health hearing fees and inspector/installer exam fees. Overall the revenues were 96% of those collected the previous year (-\$4324).

## *PROJECTS AND PROGRAM DEVELOPMENT WITHIN THE DEPARTMENT IN 2009:*

### *Technical Assistance to the Board of Health-*

As evidenced by the list of permits granted by the Board to operate businesses in accordance with public health regulations, the list is long and the variety great- 415 permits encompassing 19 categories. Nearly all of these establishments are further required to maintain applicable health standards and are subject to an inspection program by members of our technical staff. The number of businesses and facilities requiring review changes annually,



and 2009 was no exception. Prior to presentation to the Board of Health for approval, any new facility/ business or existing business with change in operations &/or management must undergo a department review. This entails orientation with the Health Director involving review of business plan, floor plans, personnel credentials and certifications, physical facility appropriateness including equipment, septic system compliance, operations plan, hazardous materials use and storage and the number of site inspections from our technical staff as necessary to bring a favorable recommendation to the Board. In some instances, a written exam is prerequisite to obtaining a permit. Changes and additions for 2009 included the following:

- New Installers: Atlas Construction (Plymouth, MA), E. Stevens Construction (Marstons Mills, MA), LKT Industries (Hopkinton, MA), Morawski Excavating LLC (Whately, MA), Ron's Excavating, (Mashpee, MA), David J. Burnie Mgt. – (Chatham, MA) also a sewage hauler.
- Pools: New-Inn of Treasured Memories, 473 Main Street, Wequassett Inn – added 3 more spas and 1 pool, Winstead Inn, 114-118 Parallel Street - Red River Court Condos, 1011 Rte. 28, Harwich Port. did not open due to non-compliance w/VGB Act:
- Terminated food service permits in '09 - Mill Store, Rte. 28, West Harwich, W.E. Aubuchon, Rte. 28, West Harwich (Both relinquished Retail Food Service < 50 sq. ft.),
- New food service - Bucas – Mobile Food Service (Hotdog Cart) 4 Depot Street, South Harwich, Bog Dogs – Mobile Food Service (Hotdog Cart), 501 Depot Street, North Harwich, Harwich Central Café, 98 Parallel Street, Hall\_Oil/Kenneth Foster – New Mobile F.S. – Temp events – total of 9 events, Blondie's – Leasing deli area of Harwich Food Mart, 1421 Rte. 39, after new owner relinquished permit, Handkerchief Shoals Inn – 888 Rte. 28 Limited Food Service.
- New Farmers Market, Brooks Academy, 2 permits (temporary) Pain D'Avignon Bakery and Café. Dave's Ribs. Lunasoul Foods & Cape Sea Grille – Outdoor dining at Cedar Spring Herb Farm
- Change of ownership/closings - Handkerchief Shoals Inn (Formerly Stonehorse II,) Permits issued to new owner included motel, limited food service, and pool. Pleasant Lake General Store – From Jeanette Payne, president to David Henry. Bank Street Grille, 600 Rte. 28 did not open in '09 – late '09 "Embers" pizza moving in w/plans to open in 2010. 400 Restaurant and Tavern, Rte. 28 H'Port – Restaurant closed and business was sold to the Land Ho! Plans to open in 2010. Circadia Restaurant 86 Sisson Road – closed in 2009. Talk of the Town Café – Post Office Square, H'Port – closed in 2009

- Cranberry Festival – NO FOOD SERVICE, Festival held 2 small craft shows with several local vendors. Carnival and food vendors were re-located to Dennis Port in 2009
- New stables-Patrick Ellis/Jennifer Cahoon 1356 Halls Path One, Brian & Mary Hastings 4 Hilda's Cartway, Ron Daigle & Kristen Goulis 9 Sadies Way

One of the primary duties assigned to the Health Director by the Board of Health is the compilation of research and preparation of all cases for presentation to the Board. In an effort to streamline monthly meetings due to continuation of incomplete filings, all applicants are required to meet with the Health Director prior to submission of a project as an agenda item. The Health Director prepared 52 projects for variances and hearings resulting in the granting of 66 variances at 10 meetings conducted by the Board. The Board also reviewed and acted upon the following subdivisions: 1392 Halls Path, 1388 Halls Path, Cove Rd (postponed 3 times and still ongoing), 221 Church St, 26 & 30 Oliver Snow Rd, 155 Chatham Rd.

The Board of Selectmen requested the Board of Health research and consider the establishment of a rental inspection program. The Health Director prepared material for Board review and after a lengthy discussion at the meeting of May 12, 2009, a negative vote was taken. The Board of Health voted to not pursue the matter at this time due to the poor economic climate; lack of a demonstrated need for the program; current staff constraints and inability to satisfactorily meet current mandates; and a low priority of the subject matter.

#### Direct Customer Service:

An often overlooked, unquantifiable area of the departments' workload is the amount of service provided to the public. Our records provide a wealth of information to the public. Inspection reports, septic systems plans, letters, legal documents, business licenses, real estate transfer information, maps and meeting minutes are all under constant use. In 2009 the department collected \$1515.50 in copy fees. At 25¢ per page that figure is startling when translated into units of service. Each transaction represents staff time for research, dialogue on the phone or in person and often interpretation of data as well as the actual time for photocopying.

#### Water Quality Protection:

The Massachusetts Department of Public Health (MDPH) reclassified the sampling requirements for 13 of our salt water beaches in 2008 due to excellent testing history. This allowed the town to alter the weekly testing to once monthly. Unfortunately, Red River Beach exceeded standards this season and must return to weekly sampling for 3 years. A significant amount of regional effort goes into this program. Barnstable County Department of Health &

Environment provides a summer intern to the town one day per week for this 14 week program. Over 30 ponds and beaches are monitored (all fresh water areas are sampled weekly) and data entered onto public access websites.

Word was received from MDPH on June 26th that dangerous levels of toxic cyanobacteria were measured in Hinkleys Pond. This led to an immediate closure of the pond to all recreational use until an investigation and double resample results were conducted. The Health Director contacted the Emergency Management Director and the Local Emergency Planning Committee was utilized to manage the immediate urgency of the event- notification; posting; medical alerts; publicity. The department has met with the Water Quality Task Force in an attempt to initiate an education and notification campaign to better manage this situation as it may arise on any or all of our ponds.

#### Swimming Pools:

2009 was the first year of operation after the effective date of the Virginia Graeme Baker Act requiring all pools comply with mandatory anti- entrapment drain regulations. Staff was quite involved, holding multiple meetings and inspections with each operator to work through the compliance process. While the Federal law is quite specific in the necessity and deadline for compliance, there was very little data and guidance as to approach for retrofitting. We found MDPH lacking in guidance documents to assist the health agents. It was a very trying and difficult period to work with our operators in an effort to meet opening needs for the swimming season. Staff spent considerable time researching the issue and an informational packet was sent to all pool owners to assist with the legislation. All but one of our active sites was able to meet the requirement and open for the season.

#### Education & Employee Wellness Programs:

An important component of a Health Department is education and outreach in various program areas. Unfortunately many of the mandated duties and direct service requirements continually push these issues to the bottom of the list. The slowdown in the construction and real estate segment of our workload has afforded us the opportunity to redirect staff time to education and wellness efforts. This year the Health Director developed and organized several workshops for the Health Agents Coalition. Topics included toxic cyanobacteria and temporary food service events. A seminar was conducted for Food Service Operators covering the release of the 2009 Harwich Health Department Food Service Informational Training Packet. Multiple training events were held concerning the H1N1 Flu Pandemic: A training program was developed and presented to Town maintenance and facilities personnel; training programs were developed and presented to all department heads on managing the issue; and information and education materials have been distributed and shared with the business community.

The Health Director continues to act as liaison for the Employee Assistance Program and the Cape Cod Municipal Health Group Wellness Programs. Wellness programs are being actively promoted in the area of fitness, diabetes management, cancer prevention screenings and influenza immunizations.

#### Weight & 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.

#### Food Protection Programs-

We are continuing on our success of the previous year in meeting nearly all of our program goals. 290 Routine Food Establishment Inspections were conducted. We are again grateful to the Barnstable County Dept of Health & Environment for the availability of a summer intern 1 day per week to assist with inspections. There were 7 investigations/complaints for food borne illness (no lab confirmation). As noted above, there was quite a bit of activity with renovations, closure and change of ownership necessitating much staff time for monitoring, plan review and additional inspections. A major achievement for the year was the development and distribution of the 2009 Harwich Food Service Informational Training Packet. This is a periodic effort of the department to bring current information and education material to the food operators. A significant amount of staff time was spent researching, developing and producing the packet. The theme and concentration of this packet was on the transition of information to the electronic age, food safety education info & posters, emergency preparedness for food service operators, exterior sanitation. Community affairs, and publications; posters; vendor and resource information .Packets were also made available to each operator on a CD to allow for further onsite training. The project has been very well received in the community.

#### Emergency Management:

2009 is the year where the drills became real. Emergency preparedness planning has been an important part of the workload of the nations Health Departments due to state and federal mandates in recent years. We are very grateful for the strong team we have built between the Health Department and

the Local Emergency Planning Committee (LEPC) under the direction of Lee Culver. Our commitment to developing our plans and drilling the public health component the past 4 years made us aptly prepared to face the challenges of the H1N1 Influenza Pandemic. Aside from the clinics ( 7 completed by years end), countless hours of staff time has been devoted to the H1N1 issue since the identification and emergence in spring of 2009. Staff education, public education, publicity, research, sorting through information-accurate and inaccurate- plan preparation, conferences, weekly conference calls have all been part of the daily landscape in attempting to provide meaningful, effective leadership on this issue. In August we broke new ground in working with the 3 school systems in town - local, regional and faith based- to prepare plans to inoculate students when the vaccine became available.. We have formed yet more new alliances and working partnerships with the school administration and the school nurses. The results were very rewarding

Ironically, although in the midst of a worldwide pandemic, and, implementing our plans on a daily basis, federal and state mandates required us to continue meeting annual goals for developing our public health emergency preparedness plans. We are pleased to report that Harwich Health Department received a score of 97% on completeness of the preparedness plan and target goals in the MDPH Technical Advisory Review Program conducted in July- the highest score in the region.

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.

Respectfully submitted,

Paula J. Champagne, R.S., C.H.O., *Health Director*

John Chatham, *Health Inspector\**

Mark Polselli, *Health Inspector\*/\*\**

Patricia Ballo, RS, RN, *Senior Health Inspector*

Carol Genatossio, *Head Clerk*

Judith M. Sullivan, *Principal Clerk*

Sandra Howard, *Recording Secretary*

\*job share

\*\*resigned

# *Report of the* **Housing Committee**

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The Harwich Housing Committee (HHC) in partnership with the Harwich Housing Authority (HHA) is charged by the Board of Selectmen to work toward diverse solutions to the Affordable Housing shortage and to further the Town's stated goal under the Comprehensive Plan of 10% Affordable Housing.

The HHC currently has four (4) members. We are missing a fifth (5th) member which would enhance the chance of obtaining a quorum of three (3) required for our meetings. Meetings are held once or twice a month on Mondays at 4 PM at the Town Hall Library. Meetings are usually 1-1 ½ hours in duration.

The year 2009 has seen the following affordable housing endeavors materialize:

- 1) The Old Recreation Building on Sisson Road was leased to the Harwich Jr. Theater for 25 years. The adjacent land and the W. Harwich School and its site are in the process of being leased to the Harwich Ecumenical Council for the Homeless (HECH) for ninety nine (99) years. The terms of the proposed lease call for the Old Rec. Building site to be developed with Affordable Housing units: two new structures containing a total of five (5) rental units and an office. The West Harwich School building will be historically renovated on the exterior and developed into four (4) rental units. Two (2) new structures will be built on site and house eight (8) rental units. Other provisions of the lease define payments, responsibilities, etc. It is anticipated that occupancy will occur in the year 2011. This mixed use development has been pursued by the current HHC since 2004.
- 2) The Gomes Way project sponsored by Habitat for Humanity of Cape Cod on Town owned land designated for Affordable Housing was completed and occupied by the end of 2009. Concepts for this project began in 2002.
- 3) HECH's ten (10) unit rental project on property it acquired on the corner of Rte 28 and Quaker Lane (So. Harwich) was completed and occupied by the summer of 2009. This project was originally conceived by HECH in 2004.
- 4) The Harwich "Housing Production Plan", a follow-up to the Housing Needs Assessment (prior issue 1992), was finished in October 2008. The completed report was sent to the State Department of Housing

and Community Development on October 15, 2009. This document was generated by a working group made up of representatives of the Housing Authority and Committee, Planning Board and Community Preservation Committee under the guidance of an outside consultant and the Assistant Town Administrator. Public hearings were held prior to its presentation to the Planning Board and Board of Selectmen and gained the approval of each. The Housing Production Plan will represent the "Housing" section of the Local Comprehensive Plan currently being updated (prior issue 2000) and may be ready for review and approval at the Special Town Meeting in the spring of 2010.

- 5) The HHC is involved in the revised Open Space Management Plan update (prior issue 1998) currently being prepared by the Planning Department. At stake for Housing is the future allocation of Town owned land for Affordable Housing endeavors. A similar type of coordination is taking place with the East Harwich Village Center Collaborative regarding new zoning and density proposals for future housing development.

The year 2010 will witness the start and/or completion of the following Affordable Housing initiatives sponsored by HHC in collaboration with other Town entities and non-profit corporations (as noted hereinafter).

- 1) 1st time Homeownership "Buy-Down" Program: Grant funding to assist 1st time home owners (meeting Affordable Income criteria) in purchasing an existing house. Acceptance of the grant entails agreeing to a perpetual deed restriction to ensure that the house is available to an Affordable income eligible family upon resale. This program was initiated by the HHC in late 2007 and coordinated by the Harwich Housing Authority (HHA) and Bailey Boyd Associates (BBA).
- 2) "American Dream I" Program: This is a home ownership program with a new house constructed on Town donated land. A perpetual deed restriction will ensure that the house is available to an Affordable income eligible family upon resale. This program was brought by several citizens to the HHC in 2006. Coordination by HHA and BBA.
- 3) "2nd Story": Grant program as an incentive for commercial property owners to develop on their property new rental apartments for Affordable income eligible families. Affordable deed restrictions for future occupants would be required. If a market rate apartment is built, the owner would be required to pay back the loan. This program was conceived by a citizen and brought to the HHC in 2007. Coordination by HHA and BBA.

- 4) The Community Development Partnership (CDP) in collaboration with the HHA will break ground in the spring of 2010 for twelve (12) rental apartments for Affordable income eligible families on Town donated land on North Main Street near the Dennis Town line/Eagle Pond Rehabilitatoin Center. Occupancy is scheduled for mid-2011. Town donated land approved at the 2005 ATM.
- 5) HECH proposes to further develop its current rental property at 93&97 Main Street, West Harwich possibly in conjunction with Town owned land immediately south facing Willow Street. Eventually there could be over twenty (20) rental units for Affordable income eligible families at this location. Initial concepts of this project began in 2004.
- 6) “American Dream II” Program: The 2nd phase of the original American Dream program involving four (4) units of homeownership as approved by 2009 Annual Town Meeting. Active pursuit of the start-up of this program will occur in the summer of 2010.

Further down the line, the HHC has the following programs/projects on the agenda:

- 1) “Home Sweet Home”: 12/16 units of rental/ownership endeavor on Town owned land off Depot Street in East Harwich.
- 2) “Fairway Gardens”: 12/16 unit rental/ownership/assisted living/senior housing off Oak Street adjacent to Pine Oaks III and the Cranberry Golf Course. Town owned land is currently under the care and custody of the Golf Committee.
- 3) “Project X”: Possible 12 unit rental program on a parcel of land currently pursued for purchase by the Real Estate/Open Space Committee at the request of the HHC. Further details have not been made public at the time of this Report’s submission.
- 4) “State Owned Land”: HHC is pursuing the possible transfer from the State to the Town of a small parcel for future development of an Affordable ownership unit.
- 5) Portuguese Men’s Club: There is still a possibility that the Men’s Club working with the Community Development Partnership will untangle the ownership conflict over a parcel of land off Queen Anne Road (West) in the vicinity of the power line right of way. Approximately forty (40) Affordable rental units are contemplated. This process has been in play since 2005.
- 6) Scattered Sites: The HHC has petitioned the Town Administrator for possibly as many as twenty eight (28) scattered small acreage parcels



for Tax taking (delinquent). Selection of these parcels is based on extended duration of delinquency, access to utilities and existing roads. This petition has been actively ongoing for several years in coordination with the Real Estate/Open Space Committee.

- 7) Unknown Owners: The RE/OS Committee has actively petitioned for eminent domain proceedings on a plethora of “unknown owners” properties. These are generally larger parcels without access to utilities and existing roads. HHC has not actively pursued these parcels due to the shortcomings noted above, the extended duration of the outcome and without knowing the actual outcome of eminent domain procedure. Nevertheless, this undertaking was originally requested by HHC in 2005.
- 8) East Harwich Village Center: HHC was invited by the EHVC Collaborative in January 2010 for a discussion of housing opportunities at the intersection of Rtes 39&137. One build-out scenario envisions more than 300 dwelling units to be constructed in a village-setting (eg) over stores, multi-unit buildings, in neighborhoods within short walking distance of the Center. Further details are expected in the summer/fall 2010. Realization of such a plan could be as long as 15 years from this year. This projection is tied into the approval of the Comprehensive Waste Water Management Plan together with approval of Zoning and Density amendments for the East Harwich Village Center Build-out not later than the 2011 Annual Town Meeting.
- 9) Housing Advocate: The HHC has actively petitioned for an in-house part-time “Housing Advocate” since the fall of 2007. Recent conversations with the Town Administration has shifted to the concept of a “Housing Consultant”. It is our goal that the latter be finalized by Spring 2010 with appropriate funding from the Harwich Affordable Housing Fund.
- 10) Inclusionary Zoning: It was the intent of HHC to revise the 2008 ATM proposed Inclusionary By-law Article for subsequent inclusion in the 2010 Special TM. Though there has been dialogue with the Planning Board regarding its prior reservations, HHC is not prepared to push the issue further in 2010 due to more pressing and important work on the Planning Board’s and HHC’s agendas (see Revised/Updated Local Comprehensive Plan, Open Space and Land Management Plan and the East Harwich Village Center Collaborative Zoning and Density plans).

To maintain awareness and acquire updated information about policies and regulations affecting Affordable Housing, HHC members have attended state,

county, and town sponsored conferences, workshops and meetings about these matters as well as participation in various Cape-wide agencies related to Affordable Housing issues.

In an effort to inform the community as well as to gather feedback regarding Affordable Housing issues, the HHC makes quarterly appearances on local access TV (Channel 18) where we have had the opportunity to discuss the status of current and future projects. The HHC has been supported to a great extent by timely newspaper articles in the Oracle and Chronicle.

A representative of the HHC attends the Board of Selectmen's weekly meetings and other appropriate Town Committees (especially the Housing Authority) on a periodic basis in order to be familiar with what is happening in Harwich and, at times, to advise those groups of HHC endeavors.

The HHC reaches out and communicates with housing developers (both public and private) so that they are aware of the plethora of potential Affordable Housing opportunities that the Town offers (rental, ownership. renovation, etc.)

The HHC, with the timely assistance of the Planning Department, has ensured that the Town's Subsidized Housing Index (SHI) is current. This index reflects the percentage of year round residences that are identifiable as "Affordable". The State mandate is 10%. The goal of the current HHC is to double the number of Affordable units from 231 (in 2004) to 462 by 2014. By the end of 2009 there were 291 units with 26 additional units in the process of being credited to the Town's account. If all the projected units (noted heretofore) are built and credited the total would be 487. Based on the 2000 Census, the State's 10% mandate would be attained when 586 units are listed as Affordable. We are closing in on the Town's goal and the State's mandate. However, we believe that the 10% total could rise to 660 units when the 2010 Census data is released in 2011.

The Housing Brochure will be issued this spring and will consist of a brief overview and copy of the State approved "Housing Production Plan" (140 pages). It will be available at Town Hall and on the Town's website.

The HHC will continue to periodically advance new approaches, programs, and projects now in the early conceptual stages based on the availability of resources (people and money). We will move forward in meeting our commitment to provide the young, mid-life and senior population of Harwich with safe, decent, and affordable housing so that they may enjoy the many benefits of the Cape environment and sense of place.

The HHC acknowledges the enthusiastic and timely support and advice of the Town Administrator and his Assistant, the Town Financial Director,

Assessor and Town Clerk, indeed the entire 2nd floor staff in assisting the Committee in its ongoing research regarding housing related data. The Committee also appreciates the Town's support in the efforts to reach the 10% goal employing the various methods discussed in this report.

Finally, we thank the Community Preservation Committee's funding recommendations to the Town Meetings over the last few years as these moneys have assisted several projects to come to fruition.

The HHC looks forward to the challenges of 2010.

Respectfully submitted,

Gerry Loftus, *Chair*  
David Purdy, *Secretary*  
John McGillen  
Barbara Loftus

## *Report of* **Department of Veterans' Services**

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DEAR RESIDENTS:

2009 HAS BEEN AN EXTREMELY DIFFICULT AND MOST CHALLENGING YEAR FOR VETERANS' SERVICES DUE TO THE ECONOMIC CONDITIONS AND THE EVER EXPANDING CONFLICTS OVERSEAS. THE DEMAND FOR VETERANS' BENEFITS HAS INCREASED TENFOLD IN THE LAST 2 ½ YEARS.

THROUGHOUT THE DISTRICT WE HAVE SEEN OVER 6,000 WALKINS INQUIRING ABOUT THEIR VETERANS BENEFITS ON ALL LEVELS, FROM THE FEDERAL, STATE AND LOCAL LEVELS.

TO MAKE IT EASIER ON THE VETERAN SEEKING SOME ASSISTANCE WE TRY AND BE A ONE-STOP CENTER FOR ALL THEIR NEEDS AND THE STAFF HAS WORKED EXTREMELY HARD TO PROVIDE THE ASSISTANCE TO ACCOMPLISH OUR GOAL OF BEING THE ONE-STOP CENTER.

DURING 2009 WE SAW OVER 6,000 VETERANS SEEKING SOME ASSISTANCE, WE OBTAINED OVER \$30,000,000.00 IN FEDERAL BENEFITS FROM THE VA FOR THE VETERANS IN THE DISTRICT AND WE SPENT OVER \$700,000.00 IN LOCAL ASSISTANCE TO NEEDY VETERANS UNDER THE CHAPTER 115 PROGRAM IN THE DISTRICT.

WE ENCOURAGE ANY VETERAN OR DEPENDENT OF A VETERAN TO SEEK OUR SERVICES AND WE CAN BE REACHED AT 1-888-778-8701 MONDAY TO FRIDAY FROM 8:30 AM TO 4:30 PM. WE CAN ALSO SCHEDULE APPOINTMENTS IN ONE OF OUR OFFICES, IN THE TOWN HALL, AT YOUR HOME OR ANY LOCATION THAT IS BEST FOR YOU.

WE ARE ANXIOUS AND WILLING TO ASSIST YOU WITH ANY OF YOUR VETERANS NEEDS SO PLEASE CONTACT US.

IN SERVICE TO VETERANS;

SIDNEY L. CHASE

*Director and Agent*

NORMAN E. GILL

*Regional Director and Agent*

EDWARD F. MERIGAN

*Assistant Director and Agent*

BLAKE DAWSON

*Service Officer*

# *Report of the* **Harwich Voter Information Committee**

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To the Board of Selectmen and the Citizen of the Town of Harwich

We are pleased to submit the annual report of the Voter Information Committee for the year 2009.

Highlights of the committee during the past year:

- January 2009- We sponsored a pre-special town meeting forum focused on the financial state of Harwich with Pam Groswald, Jim Merriam, Town Administrator, and Robin Wilkins, Board of Selectmen Chairman. The purpose of this forum was to update the citizens with financial information needed to make informed decisions for the special town meeting and to apprise the voters of things to come in the annual spring town meeting.
- April 2009- We conducted a Pre-Town Meeting Warrant Article Discussion televised on Channel 18. Proponents of the articles were invited to discuss the merits of their requests.
- April 2009- Pam Groswald and Joanne Rys hosted a forum with School Committee Chair Polly Hemstock and Superintendent Carolyn Cragin. This forum was a general discussion around the needs and priorities of the schools for the upcoming annual town meeting.
- April 2009- Voter Information member Peg Rose conducted a forum with Angelo LaMantia and Ed McManus who are a sub-committee of the Board of Selectmen and screen potential volunteers for the various town boards and committees. The discussion focused on the process for selecting new members and the need for more volunteers.
- April 2009- Peg Rose and Pam Groswald hosted another financial update just before the annual spring town meeting with Robin Wilkins, Jim Merriam and Dave Ryan, town accountant.
- October 2009- Joanne Rys and Pam Groswald hosted a Tech School Forum with School Committee Carolyn Crowell, Superintendent Bill Fisher and Finance Director Bob Sanborn. This forum gave our Channel 18 viewers a fresh look at all the wonderful benefits that come out of having a technical high school in our town as well as insight into their budget process.

- November 2009- In anticipation of our special fall town meeting we conducted another financial “State of Harwich” forum with Board Chairman Ed McManus, Town Administrator Jim Merriam, Accountant Dave Ryan and Voter Info member Pam Groswald.

Our role in general is to inform the citizens of Harwich of upcoming events and meetings that affect the way our taxes are impacted. In our forums we strive to remain neutral and keep controversy to a minimum while at the same time keeping you, the citizens and taxpayers, up to date on the issues. We are a small committee of three at the present time and would welcome new members. Our meetings are monthly on an as needed schedule.

In closing it is important for the Voter Information Committee to thank and recognize Jill Mason and Ron Armbruster from Channel 18 for their help and support taping and airing our various forums during the past several years. It is because of them that our little committee has been able to reach out to so many people and for that we are very grateful!

Respectfully submitted,

Pam Groswald, *Chairman*  
Peg Rose  
Joanne Rys

# *Report of the* **Harwich Youth Counselor**

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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 2009 and recognize the community members who support the needs of Harwich Youth and their families.

The mission statement of the Office of the Youth Counselor is to “maintain and support a youth counseling and referral service that is universally accessible, visible, confidential, and linked to other support services.” The Harwich Youth Counselor maintains an average caseload of 20-25 adolescents ranging in ages from 11-18 years. Services are available 12 months of the year Monday through Friday with crisis referral services available most evenings and weekends. The Youth Counselor also offers parent coaching upon request.

During 2008-2009, I maintained and updated a comprehensive list of mental health and wellness resources for Harwich Youth and their families, which include:

- area mental health counselors, social workers and psychologists
- parent support groups
- support groups for grandparents raising grandchildren
- psychiatrists for medication evaluations
- psycho-education classes for teens and parents (stress reduction, parenting tips)
- emergency mental health services
- alcohol and drug treatment facilities
- AA, Al-Anon and Al-a-teen area groups
- source materials on teen, family and mental health issues

The Youth Counselor meets weekly with high school and middle school guidance staff to discuss supports for students at risk. Referrals for counseling come through school guidance staff, as well as juvenile court probation and parents who refer other parents. It is often the case that parents seeking mental health counseling for their teen have not secured health insurance. The Youth Counselor can offer free counseling while assisting the parent in filling out an application or making an appointment with the appropriate support person.

During 2009, the Harwich Youth Services Committee, a volunteer group of concerned citizens and students, achieved the following goals:

- sponsored 3 Teen Nights at the Harwich Community Center, utilizing the space for open volleyball, hoops, movies and games
- chaperoned the *No Prom* event at Chatham Community Center, which involved students from 5 Cape high schools raising money for homeless charities
- sponsored the 3rd Annual Albrow House Holiday Fair to raise money for after-school enrichment programs

The Youth Counselor is currently taking part in a needs assessment focused on suicide prevention, that will result in SAMSHA (Substance Abuse and Mental Health Services Administration) grant funds being used to do district-wide training in gatekeeper suicide prevention. Since Cape Cod & the Islands has the highest suicide rates in the Commonwealth of Massachusetts, and it has been shown that suicide prevention training is efficacious in reducing suicide rates, Harwich can benefit from involvement in this process.

The Harwich Youth Counselor is a member of the following committees and organizations:

- American Counseling Association
- National Board for Certified Counselors
- Massachusetts Mental Health Counselors Association
- Safe & Drug Free Schools and Communities Advisory Committee
- Schools of the 21st Century Advisory Board
- The Friends of the Harwich Community Learning Center Programs

It is an honor to work for the Town of Harwich, supporting teens and their families. It is more challenging today to be a teen and to parent a teen than ever. I am inspired on a daily basis by the depth of commitment and compassion I witness by Harwich parents, teachers and community members who care about the future of our young people.

Sheila House, *Harwich Youth Counselor*  
*Master of Science*  
*Licensed Clinical Mental Health Counselor*

*Harwich Youth Services Committee*  
 Melissa Clayton, *Chair*  
 Linnea Snow, *Co-Chair*  
 James Hartley, *Secretary*



# PUBLIC SAFETY

## *Report of the* **Animal Control Officer**

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To the Honorable Board of Selectmen and the Citizens of Harwich, I hereby submit the annual report of the Animal Control Officer.

During the year 2009 there were 698 calls for service. There were 465 dog related calls, 53 cat related calls, 128 wildlife related calls, 41 livestock related calls and 11 animal bite calls. Many of these calls required follow up visits.

Two dog cases required dog hearings that resulted in the dogs and their owners being required to attend additional obedience and behavior training and have their dogs muzzled at all times. It is important that all dog owners understand the traits of the breed of dog that they own and that both the dog and the owner receive proper training.

Barking dogs continue to be the most common “quality of life” complaint. All pet owners should understand the needs and characteristics of their particular pet. The owners of a dog that allow it to bark or run loose can affect the quality of life for a whole neighborhood.

Please remember that all dogs and cats must have a current rabies vaccination and that all dogs must be licensed annually. The licensing period is from January 1 through December 31 each year. Dog licenses are available at the Town Clerks office.

If you have any animals concerns please call me at;  
508-430-7541 x-6 or E-mail me at [burns@harwichpolice.com](mailto:burns@harwichpolice.com)

Respectfully submitted,

John J. Burns,  
*Animal Control Officer*

## *Report of the* **Animal Inspector**

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To the Honorable Board of Selectman and the Citizens of Harwich, I hereby submit the annual report of the Animal Inspector.

During the year 2009 there were 41 livestock related calls. These were, for the most part, inspections to determine animal health and living conditions. There were no significant problems found.

There were 11 cases investigated of an animal biting or scratching a person. Please be aware that all dogs are capable of biting and should be under the owner's direct control at all times.

The rabies baiting program continued this year with bait being distributed throughout the Cape in the spring and fall. The bait is a fishmeal block that should attract wildlife. Inside the block is a dose of rabies vaccine. The USDA has also been conducting wildlife surveillance to determine the effect of the baiting program and also to determine the location and density of rabid wildlife.

State law requires all dogs and cats over 6 months of age to have a current rabies inoculation. A dog or cat that receives a wound of an unknown origin and does not have a current rabies inoculation must be quarantined for 6 months or euthanized.

Please let wildlife be wild and take every precaution to care for and protect your pets. If you see a wild animal acting sick or aggressive please call for assistance. **DO NOT FEED OR APPROACH ANY WILDLIFE!**

If you have any animal related concerns please call me at 508-430-7541 X-6 or E-mail me at [burns@harwichpolice.com](mailto:burns@harwichpolice.com).

Respectfully submitted,

John J. Burns  
*Animal Inspector*

## Report of the Building Department

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I hereby present my report of activity for the Building Department for calendar year ending December 31, 2009.

Summary of revenue from Permits and Inspections:

Building Permits	\$130,114.00
Electrical Permits	\$45,234.00
Plumbing & Gas Permits	\$52,340.00
Other	\$8,524.00
TOTAL	\$236,212.00

In addition to the following Number of permits issued the department received 26 Zoning Board of Appeals petitions:

Permit Type/Year	2009
Building	652
Demolition	25
Sign	26
Certificate of Inspections	53
Historic Hearings	8
Rental Density	6
TOTAL	770

Number of building permits/work category types:

Residential Construction		Commercial Construction	
Single Family	38	New	5
Multi Family	6		
Accessory Bldgs	38		
Other	36		
Additions	83		
Alterations	434	Alterations	12

Total Estimated Cost of Construction Permitted: \$34,286,159.00

The Building Department has also allocated resources pursuant to MGL 40A and the Town's Zoning By-Laws for Zoning Determinations and/or Enforcement Actions. During calendar year 2009, the department has responded to 71 written requests.

We thank Elaine Banta, Principal Clerk, and Jack Fitzgerald, Assistant Building Inspector, for their service during 2009. We welcome Sandy Stewart as Board Administrative Secretary for the Zoning Board of Appeals.

Respectfully Submitted,

Geoffrey S. Larsen, CBO  
*Building Commissioner*

# *Report of the* **Department of Emergency Management**

---

To the Honorable Board of Selectmen and the Citizens of Harwich

2009 was a year where Emergency Management dealt with everything from green algae, seasonal flu, H1N1 flu, death of an active duty firefighter and snow, lots of snow.

Emergency Management along with the Harwich Health Director were pressed into action when an algae plume appeared on Hinckley Pond. The State informed the Health Director of a significant algae plume in the pond which far exceeded acceptable counts for any recreational activity. Based on the information given to myself and Paula Champagne we made the call to close the pond to all activity. We used the Town wide alert system to notify those who lived around the pond. The Highway Department posted the pond and we also had notices posted on Channel 18. The ban was lifted two weeks later once the pond had two (2) acceptable tests. This situation needs further investigation so we can understand why and how this happened.

Emergency Management was also involved with the Seasonal Flu Clinic held at the Community Center. The Local Emergency Planning Committee put a lot of time and effort into this clinic and it went off without a hitch. A big thank you to the Harwich Citizens Corp and to all Town Employees who donated their time to the clinic.

The buzz word for 2009 was Swine flu or H1N1. All kinds of information and directives were received from the CDC and the Mass Department of Public Health. It was determined that youths were most at risk and we were told to plan clinics for the local schools. The Local Emergency Planning Committee went into action and called all three school systems in Harwich to a planning meeting. The Harwich System, Holy Trinity and the Cape Cod Regional Technical High School had their top administrators present. Without the total cooperation of these administrators, it would have been impossible to vaccinate those school children that wanted the H1N1 shot. We were able to organize, plan and carry out clinics in all of the schools in Harwich. It was awesome to see all the schools join together and help each other out as we completed our task. A very special thank you to the three school systems, their administrators and teachers for their cooperation, hard work and their ability to change things on the run.

December brought our first snow storm of the winter. It was near blizzard conditions which makes it very hard for our Highway Department to keep the roads clear. Please remember if you do not need to be on the roads during a storm please stay home. Your Highway Department did an outstanding job clearing the roads. We had to close schools for one day and had to open town buildings a couple of hours late but the job got done.

I am your voting member to the Barnstable County Regional Emergency Planning Committee and as such I am involved with conference calls with the National Weather Service whenever a storm comes our way. I get up to date information which I pass on to our Public Safety people and our Highway Director. It is this group which also determines if, when and which regional shelters will open. The Red Cross is notified and the Shelter is opened. Please remember that Cape Cod Tech is our shelter and we shelter people and animals at the Tech. With the help of Jill Mason we have tried to get all types of information to you using Channel 18. Please get in the habit of checking Channel 18 to get up to date info on the goings on in the Town.

I have spoken before about the Town's Emergency Alert System. The system is located at the Water Department and is sponsored by Harwich Emergency Management and the Harwich Water Department. Please check to make sure that you are part of this system. Even though you may be a customer of the Water Department, it would be good to call and make sure they have your correct numbers in the event of an emergency.

Training is an important tool in keeping informed about changes to Emergency Management. We have been to many training sessions this year and we were also able to update our Comprehensive Emergency Management Plan for the Town. We were able to host some training at the Community Center for Cape Emergency Managers.

Brooks Free Library is another place you can get information on Emergency Management. Ginny Hewitt has an area on the second floor where all types of information, from flood insurance to disaster planning, is available to you. Please take a moment to look through the information when you're at the library.

A milestone for the Town was the opening of the new Public Safety facility. We now have a state of the art Emergency Operations Center that is up to date and has all the technology we need to run the town in the event of a disaster. Many thanks to the building committee and the Chiefs of the Fire and Police Departments for their cooperation in getting this EOC up and running.

During an emergency I know all of us want information. Many of us call the Fire or Police Department for information. I would never ask you not to call either Department if you have an emergency or a problem that they can

handle but if you need information about the weather or a Town emergency please tune into Channel 18. Jill Mason does an amazing job getting info onto Channel 18. This will keep the emergency lines into the Communications Center open for emergencies.

Members of the Local Emergency Planning Committee are;

Lee Culver	Director	Paula Champagne	Health
Tom Gagnon	Deputy Director	Barbara-Ann Foley	Volunteers
Carolyn Carey	Logistics	Robert Currie	Equipment
Jill Mason	Public Information	Jim Leavitt	Radios
Robin Kelley	Operations	Craig Weigand	Planning

Emergency Management is not a one person job. The people on the LEPC give of their time to help get the job done. I can ask any one of them to do a job and it gets done. Harwich is known throughout the state for having a top notch Emergency Management Program and it is because we have people who are willing to give of their time and themselves to act as a team to get the job done no matter what the situation is.

I wish to thank, the members of the Local Emergency Planning Committee for their support and help, all Department Heads for helping when asked, all Town Employees who help to make our plans work, the Board of Selectmen and Town Administrator for their support and most importantly you the citizens of Harwich for your support and understanding.

Respectfully submitted;

*Lee Culver, Director  
Harwich Emergency Management*

# *Report of the* **Harwich Fire Dept. & Emergency Medical Services**

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The Harwich Fire Department is committed to providing professional emergency services essential to the health, safety, and well being of the community. We will accomplish our mission through fire prevention, education, fire suppression, advanced emergency medicine, hazard mitigation, and related services. As always, we will utilize all of the resources entrusted to us, to effectively and efficiently provide a service deemed excellent by our community.

## **Personnel**

Our Fire Service Personnel is our most important resource. It is an honor to serve alongside these dedicated, professional, and compassionate individuals. The Harwich Fire Department has a long history of recruiting and retaining some of the finest men and women the fire service has to offer. I am happy to report this tradition continues. As a result of this year's Annual Town Meeting and subsequent voter support at the polls, we have added two new critically needed and much appreciated Fire Fighter / Paramedic day positions. These new positions were designed to cover the Town during the Harwich Fire Departments periods of peak call volume. This Department would like to thank East Harwich resident Jack Brown for his countless hours and analytical skills in reviewing years of Harwich Fire Department response data. Through his efforts and with the assistance of Lt. David LeBlanc and FF/Paramedic Scott Tyldesley, we have begun to identify areas of vulnerability and develop strategies to maximize the efficient deployment of Harwich Fire Department resources. I would also like to thank Selectman Angelo LaMantia for providing oversight of this working group.

## **Harwich Fire Department Staff**

William L. Flynn Jr., Fire Chief  
Norman M. Clarke Jr., Deputy Fire Chief  
Robert W. Johnson, Captain of Fire Prevention  
George H. Romme Jr., Captain Fire Prevention  
Susan Pires, Administrative Assistant

## **Group One**

Captain/EMT Donald W. Parker  
Lieutenant/EMT Michael Mason  
F.F. /OIC/EMT-P Leighanne Deering  
Fire Fighter / EMT-P Brenda Norcott  
Fire Fighter / EMT-P Scott Tyldesley  
Fire Fighter / EMT Joseph Rego III  
Fire Fighter/EMT-P Christopher Kent

## **Group Two**

Captain/EMT John Clarke  
Lieutenant/EMT David LeBlanc  
F.F. /OIC/EMT Bucky Mabile  
Fire Fighter/EMT-P John C. Ayer  
Fire Fighter/EMT-P Justyne Walorz  
Fire Fighter EMT-P Joshua Ford  
Provisional FF/EMT Brad L'Toile



## Day Positions

Fire Fighter/EMS Officer Robert Sanders    Fire Fighter / Paramedic Brad Willis

### Group Three

Captain/EMT Joseph Mayo  
Lieutenant/EMT-P Timothy Jaques  
F.F. /OIC/EMT-P Craig Thornton  
Fire Fighter/EMT-P Glenn Hawthorne  
Fighter/EMT Mathew Eldredge  
Fire Fighter/EMT-P Thomas Gould  
Fire Fighter/EMT Ryan Edwards

### Group Four

Captain/EMT Kent Farrenkopf  
Lieutenant/EMT-P Brian Coughlan  
F.F. /OIC/ EMT-P Eric Diamond  
Fire Fighter/EMT Leonard Kalbach  
Fire Fighter/EMT Bruce Young  
Fire Fighter/EMT-P Shawn Piche  
Fire Fighter/EMT-P Paul Finn

## Emergency Operations

In calendar year 2009 your Fire Department responded to 3825 calls for emergency services. Sixty-nine percent of our call volume is for emergency medical care of the sick and injured. All of our Fire Fighters are cross trained as either Emergency Medical Technicians or Paramedics and are on duty twenty four hours a day, three hundred and sixty five days a year, ready to respond to your emergency calls for assistance.

### Total Calls for Emergency Service

Fires (Building, Vehicle, Brush)	66
Overpressure/Rupture (Boiler Problems)	4
Emergency Medical (Transports, Assists, Motor Vehicle Accidents)	2632
Hazardous Condition (Electrical, Fuel Spills, Gas Leaks, CO calls)	203
Service Calls (Mutual Aid, Water Problems, Lockouts)	389
Good Intent Calls (Steam for Smoke, Authorized Burning)	184
False Calls (False Alarms, System Malfunctions)	346
Severe Weather (Lightning Strikes, Severe Weather Incidents)	1
Special Incidents (Otherwise Unlisted)	0

### Calls by Village

North Harwich	159	South Harwich	207
East Harwich	915	West Harwich	383
Pleasant Lake	444	Harwich Center	1061
Harwich Port	530	Route 6	12
Mutual Aid (Given)	144		

## Fire Suppression

The Harwich Fire Department continues its quest to acquire alternative funding sources to support our operations and minimize requests for taxpayer dollars. This calendar year the Harwich Fire Department expended a total of \$78,107 in funds received from a FY08 *Assistance to Firefighters Grant* from the Department of Homeland Security. These funds were used to pur-

chase new Fire Fighter protective gear, portable radios and conduct Fire Fighter safety training. Under the coordination of our Training Officer Captain Joseph Mayo, Fire Fighter safety training classes were conducted last May at the Barnstable Fire Training Academy.

This year completes year two of our Protective Breathing Apparatus replacement program. Thanks to the generosity of voters at last May's Annual Town Meeting, the Harwich Fire Department implemented phase two of this three year project. This article request was necessary due to the fact that our present breathing apparatus did not meet current National Fire Protection Association standards. Besides meeting the new safety standards, these air-pacs are much lighter in weight improving Fire Fighter mobility and fatigue while working under fire conditions. I would like to thank Fire Fighter/Paramedic Josh Ford for his assistance in overseeing this project.

Presently we have several grants pending including funding requests for apparatus replacement and structural firefighting equipment. Our hope is to secure funding for items presently identified within Harwich's Capital plan. I would like to thank our Lt. David LeBlanc and Phillip Burt of the Barnstable County Resource Development Office for their assistance in pursuing these grants.

### **Emergency Medical Services (EMS)**

Fire Fighter Robert K. Sanders has completed his first full year as Harwich Fire Department's EMS Officer. Rob has done an exemplary job and is passionate in his quest to provide Harwich's citizens and visitors the very best in Advanced Pre-Hospital care. As the EMS Officer, Paramedic Sanders works with the Fire Chief on all EMS related issues. The EMS Officer is also responsible for EMS supplies, equipment, training, quality assurance / quality improvement and report review as required under MGL 105 CMR 170. The EMS Officer also serves as the alternate designated Infectious Disease Control Officer and represents the Harwich Fire Department at local, county, regional and state level meetings.

I am happy to report that in December of 2009 the Harwich Fire Department received the Commonwealth's approval of our "Primary Service Zone Plan". This plan is a requirement of the Massachusetts Office of Emergency Medical Services and has been three years in the making. The Primary Service Zone plan formalizes the delivery of EMS locally and makes optimal use of available EMS resources. We would like to thank the staff at the S.E. Massachusetts Region Council Office, their Director Fred Fowler and Assistant Director David Faunce for their assistance in gaining approval.

Another important advancement this year is the addition of Continuous Positive Airway Pressure (CPAP) for the treatment of patients with difficulty

breathing. CPAP is used locally for the treatment of patients exhibiting signs and symptoms of acute pulmonary edema. Combining CPAP with our current pharmacological treatment has improved patient outcomes. I would like to thank Paramedic Sanders for his extensive research in initiating this program and for training our staff in its use.

The Harwich Fire Department continues its partnerships with Cape and Islands Emergency Medical Services, Cape Cod Health Care, and the Barnstable County Sheriff's Communications Center in our delivery of pre-hospital emergency care. We would like to thank our Medical Director, Cape Cod Hospital Emergency Room Physician Jeff Herbst, for his guidance over the last year. We would also like to thank Cape and Islands Emergency Medical Services Executive Director Alden Cooke for his support.

### **Fire Prevention/Inspection Division**

The number one goal of any Fire Department's prevention program is to prevent fires and associated injuries before they happen. Having a well educated staff that is knowledgeable in the latest changes under the Fire Department's inspectional authority is the key to achieving this goal. It has been a challenging year for Harwich's Prevention office to meet its demands. A tragic illness had sidelined our Inspector, Captain Robert W. Johnson. Unfortunately Captain Johnson passed away on December 26th after a valiant fifteen month battle with cancer of the brain. True to the spirit and tradition of the fire service, Fire Fighter George "Hal" Romme has stepped up to the plate and now serves as HFD's Captain/Inspector. I would like to thank the many individuals and Departments who have lent us their assistance and technical expertise during our transition. I would also like to thank the general public for their patience and understanding. Special thanks to Deputy Clarke, Susan Pires, Building Commissioner Geoff Larsen, Town Planner David Spitz, Chatham FD Captain Roy Eldredge and Ed Destefano of the State Fire Marshall's Office for their assistance. Most importantly thank you to Captain Romme for taking on this critical safety function.

The following is a partial list of activities conducted by the Fire Prevention Division in 2009.

	Number	Receipts
Inspections	472	\$ 26,525
Permits Issued	272	\$ 10,595
Copies of Reports	34	\$ 247
Fines	1	\$ 100
<i>Total</i>	<i>636</i>	<i>\$ 37,467</i>

## **Facilities**

Construction of the new Public Safety Complex is now complete. I would like to thank Building Committee Chairman Ray Jefferson and all the committee members for their long hours and commitment to this important project. A key component of the new facility is the combined Police/Fire dispatch center. The transition occurred during our busiest months and had its share of challenges. I have witnessed the facilities capabilities and the success of the cross-training during the busiest of times and I am pleased with the overall performance and outcome. I commend all the Tele-Communicators on a job well done and appreciate their level of professionalism. Deputy Chief Norman Clarke has done an exemplary job taking on the task of supervising this new endeavor. In addition, thank you to Lt. Mitchell and Sergeant Hutton of the Harwich Police Department and Lt. LeBlanc and Fire Fighter Tyldesley for their supporting roles in the success of the center.

Station #2 in East Harwich is now 34 years old. Call volume from this station continues to escalate due to its location and the continued growth in the East Harwich area. The addition of our two new staff positions has allowed us to maintain minimum staffing levels although 100% coverage at Station #2 during emergencies remains an issue. Station #2 remains a critical element in the HFD's ability to achieve acceptable response time standards as recommended by the National Fire Protection Association and American Heart Association. We continue to promote the mutual benefits this strategically located facility could play with our surrounding communities. Maintenance to the facility this year included the replacement of the existing heating system with a more fuel efficient system. With several major projects pending in the area, staffing levels at Station #2 remain a top concern as the composition of the East Harwich continues to evolve.

## **Summary**

As a result of a retirement and the actions of last May's Town Meeting the Harwich Fire Department welcomed three new members this year. FF/Paramedic Paul Finn joined us after serving 9 years full-time with the Wellfleet Fire Department. FF/Finn holds a Bachelors Degree from U-Mass/Boston and had already successfully completed the Massachusetts Fire Academy recruit-training program. FF/Paramedic Christopher Kent was a member of Bellingham Fire prior to Harwich. He attended Bridgewater State College and also worked for Events EMS. Our final new member is Brad Willis who we first met while completing his Paramedic internship with the Harwich Fire Department. He is a graduate of Assumption College and had been employed as an inter-facility transport Paramedic with Cape Cod Ambulance. Both Fire Fighters Kent and Willis successfully graduated from Massachusetts Fire Academy Recruit Class # 185 on November 20, 2009.

On December 26, 2009 the Harwich Fire Department suffered its first active duty death. Captain Robert W. Johnson (Bobby J.), a 31 year veteran of the Harwich Fire Department answered the final call. Captain Johnson valiantly fought a 15-month battle with brain cancer with courage, dignity and passion. His wife Laurel and close friend Greg Ballum were always at his side. He inspired many, never gave up and always had a joke and a smile. Captain Johnson has been a mentor and leader for so many. Besides his loving wife Laurel, Bobby J. leaves behind his mother and father, retired Harwich Deputy Fire Chief William and Gwendolyn Johnson, brother John Johnson and wife Robin, sisters Lydia and Jeanne. He was Uncle Robert to Jeremy, Joshua, Kevin & Keith, Michael, Aaron, Billy, Heidi, Nathan, and Jessica, all of the great State of Maine.

While battling cancer, Bobby J. brought our Community together as we marveled at his strength, courage & determination. The Johnson family along with the men and women of the Harwich Fire Department will be forever grateful for the overwhelming show of support our community provided us during our time of need.

Respectfully Submitted,

William L. Flynn Jr.  
*Fire Chief*

Learn more about us at - [www.harwichfire.com](http://www.harwichfire.com)

# *Report of the* **Harwich Police Department**

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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 2009 and recognize the personnel who provided professional public safety and law enforcement services to our community. I would like to also recognize and honor **Fire Captain Robert W. Johnson** who died in December after serving the citizens of Harwich with dignity, respect, and professionalism for over 31 years; he will be missed by all.

## **PERSONNEL**

(December 31, 2009)

### **ADMINISTRATION**

Chief William A. Mason

Karen F. Young, Administrative Secretary

### **FULL TIME SWORN PERSONNEL**

Lieutenant Barry M. Mitchell, Operations Division

Lieutenant Thomas A. Gagnon, Support Division

Sergeant David J. Jacek

Sergeant Richard Campbell

Sergeant Kevin M. Considine

Officer John E. Warren

Officer William M. Shelley

Officer Robert D. Hadfield

Officer Robert F. Horgan

Officer T. Paul Ulrich

Officer Aram V. Goshgarian

Officer Paul B. Boorack

Detective Marc W. Harris

Officer Derek Dutra

Officer Mark T. Holmes

Officer Peter P. Petell

Officer Brian Cranshaw

Sergeant Christopher J. Kender

Sergeant John F. Sullivan, Jr.

Sergeant Adam E. Hutton

Officer Jonathan L. Mitchell

Officer Jeffery F. Davis

Detective Robert C. Brackett

Detective Michael E. Porter

Officer Neil A. Nolan

Officer Thomas D. Clarke

Officer Joseph F. Labelle

Officer Richard E. Buttrick

Officer Eric J. Geake

Officer Keith T. Kannally

Officer Amy R. Walinski

Officer James R. Connery

### **SPECIAL OFFICER - ANIMAL CONTROL**

John J. Burns

## **COMMUNICATIONS** (Now part of Joint Public Safety Communications)

Dispatcher Amy L. Brouillette

Dispatcher Julie L. Mei

Dispatcher Amy Handel

Dispatcher F. Michael Eldredge

## **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.

Robert E. Currie

David R. Brouillette

Keith E. Lincoln

Lee E. Culver

Lynda J. Brogden-Burns

## **POLICE CHAPLAINS**

Reverend Jim David

The Very Reverend Malcolm McDowell

## **POLICE MATRONS**

Amy L. Brouillette

Julie L. Mei

Amy Handel

Erin Hemeon

Cheryl Malone

Beverly A. Murphy

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.

The vast majority of police “details” are funded by private corporations or contractors. In addition, several large scale public events such as road races, festivals, sporting events, and parades require additional police personnel and resources. These assignments, **which are worked by officers in addition to their regular shifts and responsibilities**, are necessary for traffic direction, road closures, crowd control, and area security. **It is important to understand that grants and private funding, not local tax dollars, pay for these additional hours worked.** Grant paid overtime and/or private details may comprise up to 20% or more of an officer’s total wage compensation.

Each detail worked is assessed a 10% Administrative Fee which goes directly to the Town's General Fund to cover billing and scheduling administrative costs. When a police cruiser is necessary at a detail location, a separate fee is charged for that vehicle which also goes to the General Fund.

The majority of overtime worked by officers is to meet minimum staffing needs necessary to address calls for service and sector coverage. Officers are often required to work sixteen (16) hour shifts or be ordered-in on days off from home to meet these basic public safety staffing needs. Overtime and detail compensation, regardless of funding source, is **not** included or calculated towards eventual retirement benefits.

### **CRIMINAL ACTIVITY REPORTED**

(January 1 through December 31, 2009)

#### **Part One Offenses**

<b>Code</b>	<b>Category</b>	<b>2006</b>	<b>2007</b>	<b>2008</b>	<b>2009</b>
001	Homicide	0	0	0	0
002	Rape	3	4	3	2
003	Robbery	3	2	3	3
004	Assault	101	60	76	69
005	Burglary	110	171	190	205
006	Larceny	233	141	157	264
007	Auto Theft	17	1	7	8
008	Arson	2	2	3	0
	<b>Total:</b>	<b>469</b>	<b>381</b>	<b>439</b>	<b>551</b>

<b>TAKEN INTO CUSTODY</b>	<b>2006</b>	<b>2007</b>	<b>2008</b>	<b>2009</b>
Arrests, Protective Custody	308	204	314	279
Arrest Summonses	228	199	227	208
<b>Total:</b>	<b>536</b>	<b>403</b>	<b>541</b>	<b>487</b>
<b>Total Calls for Service</b>	<b>13,544</b>	<b>16,118</b>	<b>20,774</b>	<b>18,580</b>

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, and Records Specialist Donna Tavano for their assistance and contributions to this Annual Report.

I continue to have the pleasure of meeting and working with several citizen groups, civic organizations, churches, and other Town departments. Their support and assistance has been invaluable in helping me understand the needs of the community and developing priorities to meet expectations in a cooperative partnership.



## **Personnel**

In 2009, the most significant personnel issue was the long awaited and highly publicized joining of police dispatchers and fire alarm operators into a combined professional Public Safety Emergency Communications Center coinciding with the opening of the newly constructed Public Safety Complex. Critics on both the law enforcement and fire services sides stated it would never work; however, through the cooperative efforts of the Police and Fire departments, they were proven wrong. Under the command of Deputy Fire Chief Norm Clarke, with the dedicated assistance of Police Lieutenant Barry Mitchell, Fire Lieutenant - EMT Dave Leblanc, Police Sergeant Adam Hutton, and Firefighter - Paramedic Scott Tyldesley, the center has exceeded performance expectations and has clearly increased emergency communication coordination as well as public safety service delivery to our community. The Town of Harwich has taken a recognized leadership role for successful implementation of this concept with several agencies both on and off-Cape requesting information, copies of policies, union contracts, and tours of the facility.

Fire and police communication needs are completely different; therefore all of the now titled emergency communications specialists had to be cross-trained in both disciplines to be successful. This was accomplished by utilizing both in-house and outside training resources and was a true team approach by all involved. I would like to take this opportunity to thank and commend all of the dispatchers, fire alarm operators, and other personnel of both departments for their dedication and professionalism during the transition. Without this combined effort and support of both departments, success would not have been possible.

## **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 check 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 uniform 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.

Three police officers are called to the location of a domestic fight where the victim is seriously injured. The initial investigation takes over two hours to collecting evidence, photographing the scene, and interviewing witnesses. The victim is interviewed by an officer at Cape Cod Hospital while another officer arrests, books, processes, and incarcerates the suspect. Temporary restraining orders are completed and served. Written reports regarding the incident are completed. The court officer completes the process and files the case for prosecution. All of the involved officers are witnesses in a subsequent one day trial. All of this counts as one (1) call for service.

A local business owner requests that a suspicious vehicle in the parking lot be checked due to the recent passing of counterfeit twenty dollar bills. The officer responds and determines that the occupant of the vehicle is waiting for his spouse to meet him there to go shopping. No report is written and the officer clears the scene in less than five minutes. This counts as one (1) call for service. The investigation, arrest, and prosecution of the two individuals identified as actually passing the counterfeit bills took well over 40 staff hours and counted as one (1) call for service.

There are many activities conducted by the Harwich Police Department that do not count as calls for service including requests for copies of records, telephone calls for information that do not generate the dispatching of a police officer, firearms licensing, citizens asking directions from a police officer, and other general patrol duties. Calls for service are just one indicator of service demands upon the Police Department.

### **Seasonal Variations for Public Safety Services**

It is a popular belief that there are extreme variations in demands for public safety and law enforcement services May through September as compared to the remaining months. Over the past eight years, this has not been the experience of police departments on the Cape including Harwich. Summers bring an increase of calls naturally associated with visitors and large crowds not familiar with the area such as traffic congestion, speeding vehicle com-

plaints, lost children, traffic crashes, loud parties, noise disturbances, shoplifting, off-road vehicle enforcement, fireworks complaints, and alcohol related vehicle operation.

The more serious criminal activities such as burglaries, aggravated robberies, sexual assaults, domestic violence, thefts, arson, property destruction, and drug investigations remain consistent year-round. February, March, and April have been historically high demand months for more serious police responses that necessitate greater amounts of staff time to report and investigate. Projecting the statistics generated in January and February of 2009, total calls for service were closely predicted for the entire year. 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.

### **Police Liaison to the Council on Aging - Donna Tavano**

Again in 2009 I was privileged to work with seniors in this community. Through the COA Newsletter, my monthly Blue Light Special police column seeks to educate seniors about safety and crime and prevent them from becoming victims. During the year I meet with many seniors both formally and informally advising them regarding their physical safety, financial fraud, domestic issues and firearms.

Because the natural progression of aging differs in each individual, some seniors who are physically or mentally compromised require special attention in matters concerning operation of motor vehicles or possession of firearms. We continue to work creatively and sensitively with seniors, their families, the COA, and the medical community to address safety concerns involving the very important issues.

### **Alternative Funding Sources**

The Harwich Police Department continued its aggressive pursuit for alternative funding sources to supplement public safety operations. 2009 again brought further Federal and Commonwealth Budget reduction in grants and outside funding sources for essential proactive crime prevention and interdiction efforts. This forces police departments to either reduce services designed to prevent rather than respond to criminal activities or increase dependence upon local revenue sources. Over the past several years, The Harwich Police Department has experienced an 88% reduction (\$121,485 to \$15,022) in available grant funds for proactive and preventative public safety functions. For example in 2002, the Police Department received \$73,333 in combined Community Policing funds that provided direct deployment of police officers into our community. In 2009, Community Policing grants for all municipal

law enforcement agencies were reduced to \$0 due to National and Commonwealth financial shortfalls. These grant funds were previously utilized to fund dedicated proactive crime prevention patrols, technology upgrades, the DARE program, community event police coverage, and several other projects. This loss amounts to approximately \$20,000 in overtime and an additional \$12,000 in program support cost.

In March of 2009, the Harwich Police Department was awarded \$15,022 from the Department of Justice, in the form of an Edward Byrne Grant. The funds for this grant were targeted to technology. With the funds from this grant, the Harwich Police Department purchased three new mobile data terminals (MDTs) for patrol cars. These units will allow the reassignment of three older computers that due to age have become unreliable and are often placed out of service for repair. MDTs allow officers instant access to the Department's record management system, field report writing capabilities, motor vehicle and licensing information, as well as both state and national computer systems. This reduces the amount of time uniform officers need to spend in the Police Department, which enhances patrol response time and police visibility (that is a significant factor for crime prevention).

In December of 2009, the Harwich Police Department, in conjunction with the Harwich Police Department Building Committee with special thanks to Franco Previd, applied for a grant in the amount of approximately \$130,000 to supply a solar array to help defer the electrical cost of the Harwich Public Safety Complex. This process is very competitive and the Department expects to be notified regarding the application during the first quarter of 2010.

Additional grants have been and will continue to be applied for when appropriate for public safety service delivery. Grant administration and alternative funding options are under Lieutenant Tom Gagnon whose efforts are appreciated especially when outside funding potentials are very limited.

### **Citizen's Police Academy**

The Harwich Police Department was pleased to report the graduation of the 14th Session of the Citizen Police Academy on Thursday, December 10, 2009. The fifteen (15) 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 Chris Kender, Sergeant John Sullivan, Detective Robert Brackett, Detective Michael Porter, Officer Aram Goshgarian, Officer Neil Nolan, Officer Joseph Labelle, AC Officer Jack Burns, Dispatcher Amy Brouillette, 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:

Michael Ulrich	Walter Stelma	Harry Powers
Patrick Foley	Edward McManus	Raymond Kingston
Claudia Crockett	Pamela Kingston	Marcos Miranda
Victoria Brown	Helen Sanford	Daphne Doherty
Joyce Doherty	Elizabeth Moore	Ruth Walicki

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 2010. Interested citizens are encouraged to contact Sergeant Jacek for further details and an application package.

### **Police Building Committee**

Over eight (8) years of dedication by the Harwich Police Building Committee came to a successful conclusion on Saturday, October 17, 2009 when the Public Grand Opening ceremony was held. Despite the cold Fall day, this event was attended by over 600 community members that were allowed to tour the new facility, explore various pieces of equipment, served a New England clam and mussel bake, chili, clam chowder, hotdogs, hamburgers, fixings, cakes, brownies, and assorted beverages. In addition, face painting, popcorn, candy, and mug shots in the new detention booking area were provided for the children. Several local restaurants, merchants, and citizens contributed to the success of this public event. Since the Committee submits its own Annual Report, I will not attempt to duplicate any of the information it may contain and would encourage all citizens to read it regarding the building of our Town's new facility. I do want to take this opportunity to thank Chair Ray Jefferson, Co-Chair Norm Clarke, John Brooks, Jr., Richard Hoyer, Franco Previd, and Debra DeCosta for their dedication and long hours of work regarding this important project for our community. As promised, **this project was completed on time and within budget.** Citizens with questions regarding the operation or wanting a tour of the new facility are encouraged to contact a committee member or the Department at your earliest convenience.

On behalf of the men and women of the Harwich Police Department and the community we serve, I would like to take this opportunity to thank the citizens of our Town for supporting the Harwich Public Safety Facility building project especially during the challenging financial times that we all currently facing.

I am pleased to provide the citizens of Harwich with my tenth *Annual Report* of the Police Department. This report highlights some of the major accomplishments and events over this year; however, it does not reflect all of the successes and services provided consistently by every member of this organization. It is the consistent delivery of quality services to this community and the positive partnership with the citizens of this Town that continues to be the Department's most important attribute.

In conclusion, I would like to gratefully acknowledge the support and assistance given to me by the staff of this Department. In addition, a special thanks to the *Board of Selectmen*, Finance Committee, Capital Outlay Committee, Town Administrator Jim Merriam, and his staff for their willingness to assist me over this past year. Once again, special thanks goes to Karen Young, my Administrative Secretary, for her perseverance in meeting endless deadlines, developing reports, attention to details, directing calls, and budget maintenance. If you have any questions or need additional information, please feel free to contact me at your earliest convenience.

Respectfully submitted,  
William A. Mason  
*Chief of Police*

# *Report of the* **Police Headquarters Building Committee**

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Terms Indefinite

John Brooks, Jr., **Secretary**  
Norman Clarke, **Co-Chair**  
Franco Previd  
Debra DeCosta

Richard Hoyer  
G. Raymond Jefferson, **Chair**

The Committee was given its charge from the Board of Selectman in May of 2006 after presenting the Feasibility Study that was completed in 2005. All members of the Police Headquarters Preliminary Building Committee were re-appointed to the new building committee.

Accomplishments to date are as follow:

- 1.) The new 8.75 Million dollar Public Safety Facility was completed the end of July 2009 with the new Joint Dispatch up and operating in Early July.
- 2.) The Police Department occupied the new facility in early August.
- 3.) The Grand Opening Ceremony and open house was held on October 17, 2009
- 4.) The site landscaping was completed by Cape Cod Tech students the end of November.

The Committee is happy to report the new Public Safety Facility was completed ahead of schedule, within budget and has been receiving glowing praise from all the Police and Fire personnel operating out of it.

## *Report of the* **Harwich Public Safety Dispatch**

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I am honored to bring to you the first report for the Harwich Public Safety Dispatch. This idea, that was conceived in the meetings of the Harwich Public Safety Committee, and turned into to reality by the Board of Selectmen in a fine example of the cooperative spirit that exists within the Town of Harwich.

While not a new idea, municipalities have been combining Police and Fire Dispatch together for many years, Harwich's approach is different than most and was based on providing the best service for the Citizens, Firefighters and Police Officers. Certainly economic factors were a concern, but not to the exclusion of the mission. And there has been saving realized by not increasing current staffing and returning Police Officers to their patrol activities.

All of this would not have been possible without the support of both Chief William Flynn of the Fire Department and Chief William Mason of the Police Department. Both Chief's were on board with this project from the very beginning and have been instrumental in its success. Also instrumental in the process were the Harwich Fire and Police Unions. Their involvement at the ground floor enabled this Center to become what it is today.

The new Police Facility was completed in July. The scope of the project was to build a new Police Station, renovate the existing Fire Station and connect both with a new Public Safety Dispatch Center. Hundreds of hours went into the development and creation of the station in general and the dispatch center in specific. State of the art radio and security systems, top of the line computers and console furniture that needed to be installed, configured and then trained upon to make the Public Safety Dispatch operational. In the process, in house people were used both in developing the specifications and configuring the equipment. With this in house approach, we were able to design a 4 position center instead of three, with the most current technology instead of upgrading a 15 year old console system. All of these changes were for less money than originally estimated by the architect.

The Public Safety Dispatch Center is supervised by the Deputy Fire Chief and staffed with eight fulltime and one part time Public Safety Dispatchers. After several months of operation we are very pleased with the progress that has been made in the combining of the Police and Fire Dispatchers into one department. The cross training that is on going provides the Firefighters and Police Officers as well as the citizens of Harwich a more efficient state of the art dispatch center. The end result is a more efficient operation than the previous separate Fire and Police dispatches, and most importantly, improved Firefighter and Police Officer safety in the street.



## **Harwich Public Safety Dispatch Staff**

Dispatchers:

Alice Bonatt

Amy Brouillette

Iris McNally

Amy Handel

Erin Hemeon [part time]

Margaret Mantos

Diane Nicholson

Julie Mei

Mike Eldredge

### **Summary**

There were 18580 calls for service in the Town of Harwich this last year. These calls range from barking dogs calls to robberies to car accidents and building fires. Since July 13th when the new center went online, 8536 of these were dealt with under the new system. All with favorable results.

I would like to thank the Selectmen, Finance Committee, and citizens of the town for their support in creating this new Public Safety Dispatch Center. I would be remiss not mentioning the tremendous job done by the Police Station Building Committee. Chaired by Ray Jefferson the committee's years of hard work and dedication to the Police Department, Fire Department and the newly formed Public Safety Dispatch Unit have been without measure.

From the beginning, the message was clear; consolidate resources, provide a more efficient operation, provide superior public safety communications for the Town of Harwich. It is my belief that this mission has been accomplished.

As a result of the Public Safety Dispatch the working relationship between the Harwich Fire and Police Departments has grown stronger from the street Firefighters and Police Officers to the Staff Officers all with great support from Chief Flynn and Chief Mason.

As the trend of the future seems to be regionalization and consolidated resources, the Citizen's of Harwich should know that their Public Safety Dispatch center stand ready to take on any additional challenges put forth. This center was designed both physically and operationally with expansion in mind.

Again thank you for the opportunity.

Respectfully submitted,

Norman Clarke, Jr.  
*Deputy Fire Chief,  
Public Safety Dispatch Supervisor*

# ENVIRONMENT & PUBLIC WORKS

## *Report of the* **Architectural Advisory Committee**

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The Architectural Advisory Committee of the Town of Harwich reviewed 25 applicants for commercial signs, commercial building plans and site plans during the year 2009.

The Board is pleased with the results of the 2009 review process and with the cooperation of the many applicants. The Board feels confident that the Architectural Advisory review process has contributed to preserving the architectural integrity and charm of the Town of Harwich.

Anyone interested in volunteering to serve on the Architectural Advisory Board may fill out a Citizen's Advisory Form, available at the Town Hall in Harwich. The Board meets on the second Tuesday of each month at 6:30 p.m. at Town Hall.

Respectfully submitted,

Barbara Scott Josselyn, *Chair*  
Jonathan Blake  
Elizabeth Groves  
Kim Robbie  
Tony Compton

# *Report of the* **Assembly of Delegates**

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<u>Session Eleven - Delegates</u>	<u>Town</u>	<u>% Weighted Vote</u>
Richard Anderson	Bourne	8.43%
Ronald Bergstrom (Speaker)	Chatham	2.98%
George D. Bryant	Provincetown	1.54%
Leo Cakounes	Harwich	5.57%
Christopher Kanaga	Orleans	2.85%
Thomas F. Keyes (Deputy Speaker)	Sandwich	9.06%
Marcia King	Mashpee	5.83%
Thomas K. Lynch	Barnstable	21.52%
Teresa Martin	Eastham	2.45%
John Ohman	Dennis	7.19%
Paul Pilcher	Wellfleet	1.24%
Anthony Scalese	Brewster	4.54%
Fred Schilpp	Truro	0.94%
Charlotte B. Stribel	Yarmouth	11.16%
Julia C. Taylor	Falmouth	14.70%

The Assembly of Delegates is the legislative branch of County government. Each town in Barnstable County is duly represented on the Assembly of Delegates with Delegates elected by the voters in each of the municipalities where they reside for two-year terms.

On Tuesday, November 4, 2008, fifteen Delegates were elected to serve during the Assembly of Delegates' eleventh session. On January 7, 2009 the Delegates were sworn in by County Clerk, Scott Nickerson. Ronald Bergstrom (Chatham) was elected Speaker and Thomas Keyes (Sandwich) was elected Deputy Speaker.

The legislative powers of the County are vested in the Assembly of Delegates. Except as provided in the Barnstable County Home Rule Charter, the acts of the Assembly of Delegates are required to be by ordinance.

The Assembly of Delegates holds regular meetings on the first and third Wednesday of each month at 4:00 p.m. in the Chamber of the Assembly of Delegates, First District Courthouse, Barnstable, MA. A Delegate's vote is a weighted vote based on the 2000 U. S. Decennial Census with Barnstable having the largest vote of 21.52% and Truro having the smallest vote of 0.94%.

During 2009 the Assembly of Delegates reviewed and adopted, with amendments, the Board of County Commissioner's proposed budget for fiscal year 2010. After receipt of the FY 2010 proposed budget, standing commit-

tees of the Assembly met with department managers and discussed the goals and accomplishments in each department. The committees analyzed how reductions in departments' budgets would affect services to the towns. The Standing Committee on Finance noted that there were two major factors in the County Commissioners' proposed budget that it viewed as being problematic. One was that in order to balance the proposed budget the County Commissioners included an increase to the deeds excise tax. The other concern was that one million dollars might be needed to pay for the Sheriff's retirees' health insurance. This was not funded in the proposed budget because of pending legislation whereby the County Sheriff would become a part of State government. Committee members were not in favor of increasing the deeds excise tax without first looking at further reductions to the budget and also at possible reforms. Finance committee members were concerned that if the legislation regarding the Sheriff's Department did not pass the County would be required to fund the one million dollars, and wanted assurances that the County would be in a position to make the necessary expenditures. At the public hearing on the proposed budget, the Standing Committee on Finance heard significant testimony about potential budget cuts and the impacts that further cuts would have on the County's ability to provide important services to the towns. The committee also heard from numerous real estate agents who believed that the proposed increase to the deeds excise tax would have a negative effect on real estate transactions in the County. Recommendations from the Standing Committee on Finance to the Assembly of Delegates were based, in part, on information received at the public hearing. It was also based on information gathered in committee and received from other standing committees. Prior to adopting the FY 2010 budget, further budget cuts within departments were considered and then voted, in addition to reductions that were already reflected in the proposed budget. The Assembly of Delegates also voted to increase the Deeds Excise Tax from \$1.14 to \$1.36.

The Assembly of Delegates amended the membership provisions of the Cape Cod Water Protection Collaborative to include the Executive Director of the Cape Cod Commission and the Department Manager of the Department of Health and the Environment as ex officio members.

The Administrative Code was amended to provide for changes to the terms of appointments of the Barnstable County Health and Human Services Advisory Council.

The Assembly of Delegates voted to amend Chapter A, Code of Cape Cod Commission Regulations of General Application, and the proposed revisions were in two categories: 1) technical changes that involve definitions, DRI thresholds and procedures; and 2) the incorporation of a Limited DRI review process, as recommended by the 21st Century Task Force.

The Assembly of Delegates voted to amend the Code of Cape Cod Commission Regulations of General Application, Chapter D, Development Agreement Regulations. Development Agreements are voluntary, binding contracts that assure applicable development review regulations will not change over the necessary construction period of a project. The purpose of the proposed changes was to further define the process where the Commission is a party and also incorporated DRI review into the Development Agreement process, which provided due process rights as they exist now under DRI review.

After returning two ordinances to the Cape Cod Commission for redrafting and restudy, the Assembly of Delegates adopted an ordinance that added Chapter H to the Code of Cape Cod Commission Regulations of General Application. Chapter H establishes a procedure whereby Towns that have adopted maps will be able to raise or lower thresholds, depending upon the area the project is located in. The Regional Policy Plan contains a Regional Land Use Vision Map that identifies the towns' economic centers, industrial areas, village centers, resource protection areas, and other areas that are primarily residential. Within each mapped area, thresholds could have various ranges. The intent is to have a streamlined process where the town's Planning Board and Board of Selectmen, or Barnstable Town Council, with a majority vote of each Board, can request a change in thresholds and then by a majority vote by the Cape Cod Commission the thresholds would go into effect. Threshold changes would not require a separate vote by the Assembly of Delegates. An ordinance was also adopted amending Chapter A to reflect the addition of Chapter H.

The Assembly of Delegates adopted an ordinance for a supplemental appropriation to fund 911/CMED (Centralized Medical Emergency Dispatch) in the amount of \$50,000. The Sheriff's Department operates CMED through the County's Communication Center. The Sheriff's Department is not getting compensated for the service, and he reached a point where he needed financial assistance to maintain this service. Cape Cod Health Care has also contributed money. The Assembly of Delegates adopted a Resolution that was sent to the State Delegation urging them to find a dedicated revenue source for CMED. All of the Fire Departments in Barnstable County use CMED.

The Assembly of Delegates adopted a Resolution that established a Charter Review Committee. At least every five years, the Assembly of Delegates establishes a special committee that is charged with the responsibility of reviewing the Barnstable County Home Rule Charter and the Ordinances of Barnstable County. The Speaker of the Assembly of Delegates asked towns for nominations to the Committee. The Committee consists of members of

the Assembly of Delegates, one County Commissioner, members from each of the three regions of Cape Cod, the Lower Cape, Mid Cape and Upper Cape regions, and there is one at-large member. The Charter Review Committee began meeting in October 2009.

A complete list of all ordinances and resolutions adopted by the Assembly of Delegates is available upon request.

Delegates serve on various Standing Committees. Each Standing Committee reviews certain components of the proposed County budget. Committees examine department budgets, review new programs, and also look at the goals and effectiveness of each program being operated within Barnstable County.

During 2009 there were six Standing Committees and one Ad Hoc Committee. The Standing Committees were involved with many regional issues. Below is a list of the committees and a brief description of some of the issues that the committees worked on during 2009.

The Standing Committee on Finance, in addition to the overwhelming task of reviewing the budget, must look at every major decision rendered by the County that has financial implications. The Committee remains active throughout each year, dealing with the financial issues that face Barnstable County, and with the supplemental appropriations that are required.

The Standing Committee on Natural Resources worked on growth management initiatives, revisions to the Regional Policy Plan, and County wastewater management issues.

The Standing Committee on Economic Affairs was involved with the County's Economic Development Council, the revenues received from the purchase of the Barnstable County license plates and the grants that were awarded by the County from those revenues.

The Standing Committee on Public Services worked on the Regional Policy Plan and associated maps.

The Standing Committee on Health and Human Services worked on the Regional Policy Plan, and examined human services funding needs in Barnstable County.

The Standing Committee on Governmental Regulations consists of the Chairs of each standing committee. It reviewed and recommended the adoption of changes to regulations dealing with Developments of Regional Impacts, Development Agreements, and the addition of Chapter H.

The Charter Review Committee began its review of the Barnstable County Home Rule Charter, as amended, and Ordinances of the County, for the pur-

pose of determining if any amendments or revisions are necessary or desirable. The Charter Review Committee shall make its report, with recommendations, to the Assembly of Delegates not later than ten months following the date the committee was appointed.

Contact information:

Diane C. Thompson, *Clerk*  
Jennie F. Morey, *Assistant to the Clerk*

**Barnstable County Assembly of Delegates,  
First District Courthouse, Barnstable, MA 02630**

Telephone: (508) 375-6761/6762

Fax: (508) 362-6530

E-mail: [aofd@barnstablecounty.org](mailto:aofd@barnstablecounty.org)

## *Report of the* **Bikeways Committee**

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The Bikeways Committee, in terms of its membership, is a relatively new committee; even though the Committee per se has been in existence for many years. The present members are Wil Remillard, Fran Salewski, Creighton Morris, Jay Kennedy, Eric Levy, and Dick Thomas. We have all been members for only a few months. We are currently seeking a seventh member, hopefully female.

Major projects for the past few months have included; work on the much publicized Long Pond Drive project; working with the Planning Board and Planning Department to establish bicycle goals and means for implementing the same, for inclusion in the Comprehensive Plan 2010; developing our own Action Plan; and work on Harwich's participation in the National Seashore Feasibility Study for Cape Cod. All of these projects are ongoing and on our radar screen for the upcoming year. As part of the Comprehensive Plan, we will work with the Planning Department on how Bikeways can assist in improving the Town sidewalks.

Safety will continue to be a main focus for us. Our Safety Sub-Committee chaired by Creighton, Eric and Wil will continue to hammer away at making bicycling in Harwich safer. In addition to the traditional emphasis on bike/car concerns, they will give attention to such things as the interaction of bicyclists with pedestrians on the rail/trails. This Committee will also handle the Bicycle Rodeo in the spring.

Maintenance of the Old Colony Rail/Trail (OCRT), the link between the rotary and Chatham, will continue to be a main focus for us. This Sub-Committee chaired by Wil, Eric and Fran has already had an impact, for instance in the removal of the root bumps along the Trail behind the Congregational Church. It should be noted that the actual removal of the root bumps was carried out by the Public Works Department. The Public Works Department has helped us with several things this fall, and we are grateful for this help.

We have a Vandalism Sub-Committee chaired by Eric and Fran. Graffiti on the rail/trail pavement is a pervasive problem, but can be painted over. This Sub-Committee will also address the more serious problem of graffiti on the walls or large rocks along the trail, for instance at the rotary.

Regionalization is the catch word of the day. Our Liaison Sub-Committee chaired by Fran, Dick, Wil, Jay and Eric will establish communication links with our counterparts in Chatham, Brewster, Orleans and Dennis., to discuss



items of mutual interest; for instance, safe biking links between and through the four villages. Eric is an employee at Nickerson State Park and is our liaison with the State Park. Eric is also the State Park liaison with the Brewster Bikeways Committee. This Sub-Committee will also maintain communication with the Police Department and Public Works Department, and outreach, for instance with the Chamber of Commerce.

Our Information Sub-Committee chaired by Jay, Fran and Dick will focus on providing information along the rail/trails for bikers and walkers; such as signs indicating the location of restroom facilities or businesses in Harwich Center; directional maps to Harwich Port and the beaches, and the like. We hope to develop a "safe routes" map for all of Harwich.

The Old Colony Rail Trail (OCRT) needs better parking facilities for bicyclists. This Sub-Committee, chaired by Dick, submitted two applications to CPC for funding for additional bicyclists parking at Brooks Park and at the Route 39/Thompson's Field parking lot (with bicycle access to the OCRT).

Additionally, we established a "Friends of Bikeways" Sub-Committee chaired by Fran, to create a fund for bikeways improvements; and a "Bicycle Friendly Sub-Community" Committee, chaired by Creighton to obtain a "Bicycle Friendly Community" designation for Harwich. Harwich enjoyed a banner bicycling season this year. This is beneficial for tourism and for Harwich. Obtaining the above designation will only make future seasons better.

# *Report of the* **Cemetery Commission**

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Over the past year, the Commission has continued to focus on several fronts including: continued close cooperation and coordination with Town Departments and organizations; expansion of the Town's cemetery resources; and increasing usage of our Ground Penetrating Radar (GPR) for both cemetery related purposes as well as employing the unit in other area municipalities for fee.

In April, the Commission designed and installed new stairs and signage at Hawks Nest Cemetery, East Harwich.

During the past year working with the Town Engineering Department, the Commission completed its surveying of Evergreen Cemetery, East Harwich for its planned expansion projects. In February, working with BSC Group, the design and layout for internal roadways and burial plots at Evergreen. Later, working with the firm, JM O'Reilly, the final design of the new entrance road and drainage was undertaken, including completion of the rock wall entrance-way off Route 39.

Around a Halloween time theme, the Commission teamed up with the Harwich Historical Society to showcase one of our oldest Town cemeteries in Harwich Center by conducting twilight tours of the old graveyard section. These proved very successful and we hope to continue to offer this program as an annual event. Employing volunteers from the Historical Society, high school students and staff from the Society and the Commission, noted deceased residents of the Town were portrayed in costume and through short stories near their resting places. Working together with Ms. Desiree Mobed, curator of the Brooks Academy Museum, the Commission seeks to better inform community residents of the importance of its cemetery resources and past history.

In December, the formerly privately managed Pine Grove Cemetery in West Harwich was officially brought back into the Town's supervision by action of the Board of Selectmen to formally accept the transfer. It will provide important additional burial sites for Town residents. Additionally, the Commission identified and, with prior Town Meeting approval and working with the Town Engineering Department, is in the final stages of adding acreage to Kelley Cemetery, North Harwich.

The Commission is also proceeding with expansion plans at South Harwich Cemetery, along with Kelley and Pine Grove cemeteries. In South Harwich, plans include an improved roadway access and creation of parking spaces for visitors to the cemetery.

With our GPR equipment, the Commission has been able to identify available burial lots at Island Pond (Harwich Center) and Mount Pleasant (Harwich Port) cemeteries, which previously had been nearly closed to any further new burials. Additionally, Administrator Robbin Kelley, with the help of Brian Albee of the Highway Department, completed scans of the Sandwich Burial Grounds and the Dennis Ancient Cemetery. The Commission expects further similar requests from other towns to help cover the cost of the equipment, which has more than proved its value to the Town.

The past fiscal year total income was \$31,150.00 comprised of \$5950.00 in administrative fees and perpetual care funds and \$25,200.00 from burial lot sales.

Looking ahead, the Commission's top priority is to complete development of the expanded area at Evergreen Cemetery. Administratively, the Commission is continuing to update the Town's burial records, including records from the recently added Pine Grove Cemetery. The Commission would like to thank Carol Stevenson, our volunteer, who has been working with Barbara Ann Foley from the Council on Aging, for their help entering our older town burial records.

Respectfully submitted,

*Harwich Cemetery Commission*  
Paul Doane, *Chairman*  
Warren Nichols, *Commissioner*  
Christine Wood, *Commissioner*  
Robbin Kelley, *Administrator*

## *Report of* **Channel 18**

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I, as department head, respectfully submit this annual report to the citizens of the Town of Harwich.

The year 2009 has been a busy one for Channel 18. We have spent most of the year undergoing a complete “rebuild” of the system. The systems at Town Hall and the Community Center Studio have been rebuilt to a digital format. The contract for the rebuild and installation was awarded to “Unique Media Systems” and work on the project started in March of 2009. The most difficult part of the project was to maintain the Channel during the rebuild. Channel 18 did not have to “go to black” during this digital upgrade, which was a major accomplishment! The bulk of the project was completed by early summer, and we continue to learn more about the new system and software every day. I am pleased to report the process, although difficult, went very smoothly. The contractor was very easy to work with and “Unique Media Systems” continues to provide technical assistance. Comcast Cable Co. was also very helpful in this upgrade process. We have worked with many crews from the Cable Co and their contribution is much appreciated. We expect to be able to broadcast LIVE from the Griffin Room at Town Hall very soon, which was one of our goals for the project.

The new scheduling software has allowed us to be able to advertise the shows on Channel 18 so the public will know when shows will air. This is a great improvement, especially since we do not publish a program guide. The new “Community Calendar” allows me to use pictures as backgrounds for announcements which “personalize” the look of our Harwich Community Calendar. I hope the public has enjoyed the new look, and I continue to discover new ways to make improvements to this important aspect of the Channel.

In addition to the new upgrade tasks, Channel 18 continues to do programming of interest to the Community of Harwich. We are in our 11th year of production of “Community Journal”. This is a weekly show produced by volunteers highlighting the very best of the Town of Harwich: people, places, events, and happenings! I would like to thank my loyal crew of Community Journal for the many years of service to the show. Thank you to Betty Pino, Paul Coughlin, Bill Flynn, Dorothy Safford, Florence Levenson, Ellie Bassett, Ron Armbruster, Joyce Roche, and John Roche. In addition we welcome Elaine and Jack Wyatt to our crew, and thank them both for their contributions of music and new ideas.

We continue to program the Board of Selectmen's meetings and will go LIVE soon. As always, we cover the Annual Town Meeting LIVE and added a Special Town Meeting in November to our list of programming. The Voter Information Committee continues to use the Channel as a way to get important information out to the Community. Many town departments use the Channel and produce programming on a regular basis. Emergency Management, Board of Assessors, Planning Board, Board of Health, Council on Aging, School Committee, Water Quality Task Force, Utility and Energy Conservation, are just a few who take advantage of the Channel. I would encourage any Town department or Committee to use the Channel to reach the citizen's of Harwich. I have also worked with the Harwich Historical Society on many of their "Oral History" projects, and look forward to producing more of these special visits with Harwich people. The show with artist Milton Welt was a popular addition to our program lineup for the Holiday Season. The Harwich Town Band Concerts videotaped during the summer months by Cynthia McGalliard, are always a popular attraction to the Channel. Thank you Cynthia! The Agricultural Committees' "Farm Fest" is also a great event which we cover and show on the Channel. We also cover the Cranberry Festival's Hometown Parade, which is a mainstay of the Town's Fall events.

In closing, I would like to thank the citizen's of Harwich for their support. I would like to thank all my volunteers, without their help, we would not survive! I look forward to another year at Channel 18, our 10th year at the Harwich Community Center.

Respectfully submitted,

Jill Mason  
*Director*  
*Harwich Channel 18*

# *Report of the* **Community Center Facilities Committee**

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We are pleased to present the Annual Report of Operations of the Harwich Community Center to the citizens of Harwich. The following is a summary of the pertinent events and developments which have occurred during the year 2009.

As the Community Center approaches its tenth year of operation, the building continues to host an ever-expanding roster of groups, activities, and organizations. Nearly 70 groups meet regularly in its activity rooms and function spaces, including the following:

Angel's Hope, Best Won BNI, Boy Scouts 76, BNI (2), Bridge, C.O.N.C.H., Cape Care, Cape Cod Commission, Cape Cod Connection, Cape Cod Hydrangea Society, Cape Cod Jazz Society, Cape Community Orchestra, Chair Caning, Charlie's Super Fit, Chatham-Harwich Newcomers, Compassionate Friends, Crafts, Cribbage, Cub Scouts, Dads' Support Group, Dancercise, Diet Support, Food Addicts Anonymous, Friends of Harwich Early Childhood, Friends of Pleasant Bay, Garden Club of Harwich, Girl Scouts 700, Great Expectations Investment Club, Guild of Harwich Artists, H.E.C.H., Habitat for Humanity, Harwich Conservation Trust, Harwich Junior Theater, Harwich Little League, Harwich Men's Club, Harwich Stitchers, Harwich Women's Club, Kiwanis, Knitters, League of Women Voters, Mah Jong, Marquise All-Stars Cheerleading, Mary Ann's Exercise, Master Gardeners of Cape Cod, Moms & Babies, Multicultural Committee, Narcotics Anonymous, N.A.R.F.E., Parkinson's Disease Support Group, Play Group, Quilt Bank, Rising Tide Investment, Senior Volleyball, Sight Loss Services, Society of Cape Cod Craftsmen, Tai Chi and Chi Kung, Town Band, Walking Group, We Can, Wednesday Stitchers, Weston Price Foundation, Women's International League, Yoga and Advanced Yoga.

Group meetings and scheduled activities such as these brought many thousands of people through the doors of the Community Center, as reflected in the following monthly traffic figures:

January	8,103 people
February	6,582 people
March	6,229 people
April	6,597 people
May	7,936 people
June	8,204 people
July	9,265 people

August	8,970 people
September	7,826 people
October	7,488 people
November	7,459 people
December	7,697 people

These figures do not include the continuously growing number of individuals who frequent the Community Center for the use of the gym and weight room, persons seeking Passport processing, daily visits by residents, or, in the summer months, purchasers of beach and dump stickers. The statistics account only for visitors who attended scheduled meetings of groups such as those listed above.

Further, the Community Center was host to many special events during 2009, including the flu clinic, town meetings, elections, Harwich High School's after-prom party, the annual Halloween party, Emergency Management training, Town Band concert, numerous shows on Channel 18, blood drives, voter information forums and a visit by Lieutenant Governor Tim Murray. The last week of 2009 saw preparations for the wake and memorial services of Fire Captain Robert "Bobby" Johnson, which occurred on the first and second days of the new year and drew many visitors from all over Massachusetts. Events such as these remind us of the many ways the building is able to serve the many and diverse needs of the community. The building also serves as an emergency shelter, and provides many other services to the town.

In addition to the events and statistics provided, the Community Center has for the past seven (7) years brought new revenue to the General Fund. In the last fiscal year, the weight room brought in \$37,393.99, Passport processing earned \$4,189.00, and building use fees totaled \$10,481.66. Of note is the acquisition of funds from the Federal Stimulus Package which brought two students to the Community Center to act as employees during the summer months of 2009. These young people were part of a program which provided them with first-time job training and brought \$14,000 to the General Fund.

Beyond regular operations, the Community Center successfully addressed its long-term goals for 2009.

Much progress has been made in establishing Wi-Fi internet access in the building. Technicians from iMedia Technology are nearing completion on their work to provide better networking throughout the building and Wi-Fi service which will soon cover 95% of the Community Center.

Substantial progress has also been made in the improvement of the Community Center's web presence. Web designers from Bonsai Logic are currently at work on a user-friendly and all-encompassing web page for the

entire Community Center. The site will feature calendars, forms, directions and information on each department within the building. The web page will inform the public of the many activities and events available to them in the building.

The Community Center's staff is continuously working to develop and enhance communications within the building. A procedural manual has been created for the weight room, with additional projects in progress.

In 2009, staff investigated grants and other funding sources for eligible programs and expansions, including a focus on expanding the Community Center's weight room into a state of the art, full-service wellness facility. Such a facility would include a pool, exercise studio, and new weight room equipment. The Community Center Director has worked with Mark Sylvia, Director of Green Communities Division, Department of Energy Resources, to determine if any appropriate grants may be available for such an expansion.

The Community Center provides a safe and functional space for many active community groups and services, and strives to continuously expand its programs and services. Many such activities were brought to the building in 2009, such as ballroom dance, a tin whistle course, and Zumba fitness classes. The Community Center continues to consider feedback from the community and adjust programming to meet its needs. In "customer service" staff members continue to strive for excellence and have witnessed staggering success in many areas, including the Passport processing program.

Efforts are ongoing to evaluate current operations of all existing departments within the Community Center. An inter-departmental planning committee has been created to address concerns ranging from programming to expansions, building operations to work load and scheduling.

The Community Center remains mindful of financial constraints and dedicated to alleviating financial pressures by doing its due diligence in facilities management. In 2009, the Community Center underwent its second energy audit in ten (10) years, in an effort to reduce energy costs to the town budget. Energy reports from the Cape Light Compact resulted in extensive modifications to the building's lighting systems, including the installation of motion sensors, new light bulbs, and the modification of existing overhead lighting. All expenses incurred during the project were paid for by the Cape Light Compact. The town of Harwich was not required to cover the costs of the implementation of this program, but will receive all of its benefits – a savings of several thousands of dollars.

Further improvements to the facility include the painting of the building's activity rooms. These rooms have been painted in stimulating shades to reflect the many lively activities which go on in these spaces each day. The



painting was completed by inmates and monitored by the Sheriff's Department, at no cost to the town.

The Director of the Community Center, Carolyn B. Carey, continues her tireless efforts to maintain an inviting atmosphere which is rich in diversity and successful in meeting the needs of all individuals residing in the Town of Harwich. Her achievements are evident in her role as a guide to other community facilities. In 2009, the Director was contacted by the Chatham Community Center, which sought guidance in bringing community members into their new building and meeting rooms, as well as advice regarding the maintenance of their facility. The Community Center Director has also taken on the role of Purchasing Agent for the town, successfully completing government-mandated educational courses. The quality and caliber of service at the Community Center continue to exceed our expectations.

The Community Center remains committed to serving the people of Harwich by providing a welcoming space, in which community members are invited to seek wellness of body and mind. We look forward to celebrating the successes of the past ten years, and continuing to work with the Board of Selectmen to grow and maintain the Community Center and its role as an integral part of the Town of Harwich.

Respectfully submitted,

*Harwich Community Center Facilities Committee*

Lee Culver, *Chairman*

Pam Groswald

Francois Marin

Betty Pino

Brian Power

# *Report of the* **Community Preservation Committee**

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## **Community Preservation Members (as of 12/31/09):**

Matthew McCaffery(Planning Board) Jack Brown (Selectmen Rep.) - Chair  
Dave Purdy (Housing) – Vice-Chair Jan Bowers (Rec. & Youth)  
Dean Knight (Cons. Comm.) Robert MacCready (Housing Authority)  
Pam Groswald (Selectmen Rep.) Kristine Larsen (Real Estate & Open Space)  
Robert Bradley (Historical Commission)  
Selectmen's Liaison: Larry Cole

**Committee activities in 2009:** The Committee had an active year in 2009, receiving, reviewing and recommending 18 of the 19 CPA projects submitted for the May 2009 Regular Town Meeting. The Committee also asked TM to agree to provide \$25,000 in Administrative Funding, which it did. Town Meeting approved 17 of the 18 projects; funded requests totaled \$1,084,100. At the May Special Town Meeting, the CPC asked voters to approve a \$50,000 budget amendment to fund continued work at the Sisson Road Schoolhouse. This request was approved. To date, several projects have been completed successfully, including: preservation and codification of historical records in the Town Clerk's and Tax Assessor's offices, continued exterior restoration work at Brooks Academy, foundation work at the South Meeting House.

Of note, the 2009 Town Meeting agreed with the Committee's recos to fund over \$368,000 for Historic Preservation Projects and \$525,000 for Affordable Housing projects. This funding will help the Town move further along toward achieving its 10% goal in the latter area.

The Committee roster saw two new members added this year. The deadline for FY10/11 project funding submissions was changed to November 1st. This schedule will permit regular Town Meeting warrant inclusion for CPC-recommended projects. The nine members dealt with the projects (17) submitted in the Fall of 2009, held several posted public meetings to discuss them, and anticipates recommending 14 of them (2 requests were withdrawn by the submitters, 1 was not recommended) to the May, 2010 Town Meeting.

The Committee held an advertised Public Information Meeting in 2009; attendance by the various Town bodies and the Public was noticeably sparse in terms of gathering public input. Another will be held in early 2010.

**Future Activities:** The CPC will hold a number of meetings in the Winter and Spring 2010 for public discussion of the 14 projects likely to be recommended. The Committee will publicize its readiness for future project(s) consideration through the various media. Further, it will seek to build public awareness, and support, via public educational sessions.

The reduction in the State matching grant percentage has, as previously forecasted, occurred; this year's was 38.94%. Next year's matching grants will likely be in the range of 30 to 35%, unless the proposed 75% minimum funding amendment to the Act, currently before the Legislature, is enacted. This would be fortunate as there remains much needed community preservation work requiring funding in Harwich.

Respectfully submitted,

Jack E. Brown, *Chairman*

## *Report of the* **Conservation Commission**

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The Conservation Commission is the local body that is responsible for implementation of the Wetlands Protection Act which includes the Rivers Protection Act as well as local Wetland Protection Bylaws and Regulations. As the towns of Cape Cod struggle with issues such as sewers, clean water supply and navigability of waterways, most of us have come to realize that the importance of protecting our water resources is paramount. This Commission struggles constantly to find a balance between the rights of the property owner and the rights of the public to clean water. Most people understand the need for the latter.

This seven member Commission has had a trying year in terms of its personnel. We have lost some valuable people; i.e. Bobby Johnson to illness, Larry Ballantine to the Board of Selectmen, Bob Bourgoyn to California and Mike Schreibman to philosophical differences. We thank each of these people for the many hours they spent on Conservation Commission business and their dedication to their community.

Nevertheless, we held 72 hearings to address Notices of Intent and requests to amend Orders of Conditions. We also conducted 11 hearings to address Requests for Determinations of Applicability. We issued 42 Orders of Conditions and Amended Orders of Conditions. We issued 44 Certificates of Compliance and 13 Extension Permits.

The Commission is also charged with the oversight of 1000+ acres of conservation land. Progress towards developing management plans for these lands has been slow, but we hope to have them completed by the end of the next fiscal year.

Other activities that the Conservation Commission has been involved with this year include:

- Annual Seedling Give-Away in April
- Planting of beach grass at Red River Beach dunes
- Assisting with trail clearing and clean-up at Bell's Neck
- Meetings and discussions on the Request for Proposals on the leasing of Great Swamp Bog
- Support of 3 land purchases by the Harwich Conservation Trust

We would like to thank the Board of Selectmen, the Town Administrator and other town boards for their continued support. We would also especially like to thank John Chatham, Conservation Administrator, for his professional guidance and wisdom that only comes with experience. We would also like to thank Carol Genatossio and Judy Sullivan for providing such excellent administrative support.

Respectfully submitted,

Chester Berg, *Chairman*

Lara Slifka

Dean Knight

Ronald Saulnier

Walter Diggs

Bradford Chase

Amy Morris

*Harwich Conservation Commission*

## *Report of the* **Engineering Department**

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The Engineering Department continued to work on a wide variety of projects in 2009. The Department typically performs work for all stages of project development including design, permitting, specification writing, cost estimation, bidding and construction management, as well as professional land surveying services for all Town projects.

Plans and Specifications were prepared for reconstruction of Old Post Road under the Town's new Private Road Betterment By-Law, the project was bid and completed in December.

Plans and specifications were prepared for new ball field construction at the Community Center. The project was bid and the bids will be returned in January.

Plans and specifications were prepared for structural repairs to the Old Rec Building on Sisson Road. The project was bid in phases and is ongoing.

Plans and specifications were prepared for phase II of the Town Hall HVAC system. The project was bid and ongoing at the end of 2009.

Plans and specifications were prepared for Foundation and first floor framing reinforcement at the Old South Harwich Meeting House. The project was bid and is ongoing.

An RFP was prepared for engineering services in connection with the reconstruction of Long Pond Drive.

An RFP was prepared for engineering services in connection with the Harwich Center Initiative project.

An extensive property survey was performed on Town property located on Willow Street in connection with the affordable housing project.

A property line and topographic survey were performed at the Mount Pleasant Cemetery.

The Town Land Surveyor continued work on a project to digitize the Assessors maps allowing the information to be available on the computer, as well as modernizing the Engineering Departments record keeping again to allow information to be accessed by use of a computer.

We continue to review submittals for the Planning Board and assist with the Water Department, Highway, Transfer Station, Cemetery, and Recreation and disability access issues, surveying of Town property, land and road takings.

I wish to extend my appreciation to all other Departments for their support and cooperation in the past year and especially Professional Land Surveyor, Paul Sweetser of the Engineering Department for his invaluable support and assistance in administering the many facets of the Departments operations.

Respectfully submitted,

Joseph J. Borgesi PE  
*Town Engineer*

## *Report of the* **Golf Committee**

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The work of the Golf Committee includes developing a budget with the Director of Golf, long range planning for the facility, a fee schedule, tournament schedule, and general operating policies and procedures. During 2009, the Committee has worked diligently to research and propose financial strategies to enable the course to run closer to a business than a municipal entity.

Cranberry valley continued its resurgence as one of the finest municipal golf facilities in all of New England with the completion of a tee box renovation, new starter building, website redesign, pace of play policy and many other projects. Also, over the past year a complete operations manual was developed to define all staff responsibilities, as well as detailed administrative and finance policies for the course. The Golf Committee and staff are currently working on a cart path renovation master plan with Mungeam Cornish Golf Design. These additions to Cranberry Valley will enhance the overall golf experience for our resident members and guests as well. These projects will also help to generate more revenue for the Town for years to come.

On behalf of the Golf Committee and the staff of Cranberry Valley, we would like to thank the taxpayers for their support in enabling the facility to receive national “front page” recognition from Golfing Magazine, “Four Star” rating from Golf Digest, and an “Excellent” rating from Zagat Guidebook. Also, the Director of Golf has been contacted by the Massachusetts Golf Association about the possibility of holding events at Cranberry Valley in the 2010 season, showing the high regard they hold for the facility.

The Director of Golf, Mr. Dennis Hoyer and his staff, and the Superintendent, Mr. Shawn Fernandez and his staff, should be commended for their hard work and dedication on behalf of the facility.

Respectfully submitted,

*The Harwich Golf Committee*



## **Cranberry Valley G.C.**

### **2009 Town Report**

Ending June 30, 2009

	<b>Revenue</b>
Greens Fees	\$700,684
Memberships	\$679,865
Range Memberships	\$13,275
Carts	\$227,268
Range	\$50,875
Push Carts	\$9,291
Restaurant	\$8,000
Total	<hr/> \$1,689,258
	<b>Expenses</b>
Operations Budget	\$1,136,460
Other Costs	\$437,602
Total	<hr/> \$1,574,062
Returned to Town	\$115,196

# Report of the Harbormaster/ Natural Resources Department

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2009 dockage was reduced due to visitor receipts being down by 26% as predicted in last years report. Even with a recovery from the exorbitant fuel prices seen the previous season, a recession continues to make an impact. As of this writing, another 22 families have been added to the list of customers who have relinquished their slips for 2010. These berths are refilled with boaters from our waiting list as they slips become available.

It became painfully obvious that people had stopped using their boats, or at least boaters were not coming to Harwich Port. In order to jump start something, the Board of Selectmen agreed with the Harbormaster to reduce certain offloading fees when it came to the Tuna season. The marina counts on a usually strong August. If there was any good news this year, it was that reducing these offloading fees attracted sport fishermen to return to Saquatucket from Stage Harbor.

	<b>FY09</b>		<b>FY08</b>
Saquatucket Dockage	451,112	-1.94%	460,022
Visitor Dockage	117,995	-26.92%	161,462
Mooring Permit Fee	64,625	3.23%	62,605
Ramp Fee Collected	22,637	-7.24%	24,403
Allen Town Dock	22,562	4.64%	21,562
Offload Permit Fee	12,598	-21.14%	15,976
Fuel Commission	7,581	-15.04%	8,923
Electric Use	19,208	24.92%	15,376
Wychmere Town Pier	20,462	2.40%	19,984
List Waiting Fee	16,304	10.93%	14,698
Shellfish Permits*	6,850	40.40%	4,879
Ice Receipts	1,726	-7.60%	1,868
MSA Fee	900	50.00%	600
Mooring Drop/Haul	200	17.65%	170
Trap Permits	50	100.00%	25
Allen Hrbr Storage	13,689	0.00%	13,689
<b>TOTAL RECEIPTS</b>	<b>\$778,498</b>	<b>-5.78%</b>	<b>\$826,241</b>

## HARBOR EXPENSES

Expenses (actual)	83,953	13.91%	73,704
Salaries & Wages	<u>242,986</u>	10.29%	<u>220,309</u>
<b>Subtotal Expenses</b>	326,939	11.20%	294,013
<b>NET</b>	<u><b>\$451,559</b></u>	-15.16%	<u><b>\$532,228</b></u>
(receipts less expense)			

Special thanks go to Tom Telesmanick who spearheads our dock maintenance in the Department. We were very fortunate to get services from two young men for 3 hours per day for six weeks this summer through the Cape Cod Summer Youth Employment Program which was funded by Career Opportunities in Hyannis. This was part of the Obama stimulus package this year. We used the help to pressure wash the float decks, paint fences and continue replacing bad planks throughout the marina. In an effort to get a feel for maintenance needs our Waterways Committee members volunteered a day to strip and replace planks in the outer dock. Further, we continue to take advantage of help provided by the Senior Tax Work-Off Policy program enacted in 2007. This program allows active retirees to receive a reduction of \$750 in their local tax bill in exchange for 100 hours of community service to the Town.

## Comprehensive Permit

After more than two years of red tape, the state Department of Environmental Protection issued a comprehensive dredge and beach nourishment Chapter 91 license to the town for projects along Nantucket Sound. The comprehensive permit is the first of its kind for the town and will be valid for a 10-year period. It allows dredging of Saquatucket, Wychmere and Allen Harbor channels and the Herring River entrance channel, as well as beach nourishment on public and private beaches from Herring River to Red River Beach. There is a closed window to dredging from Jan. 15 through May 30 each year designed to protect spawning, larval and juvenile development of winter flounder. The previous permits closed that window on May 15. Most communities are not allowed to dredge until June 15, and the earlier time frame gives Harwich a slight edge in gaining access to the county dredge each season.

The permit allows the town to dredge to six feet with an allowable one-foot overdredge in Herring River, Allen and Wychmere Harbor entrance channels. It allows dredging eight feet below mean low water in Saquatucket Harbor channel with a one-foot overdredge. There are also provisions in place in the permit to protect nesting piping plovers.

## Dredging Work Allen Harbor

Codfish, the county dredge, put 11,000 cubic yards of material on public beaches as it cleared the outer Allen Harbor Channel. Codfish was wrapping up

the entrance channel project the first week of May and placed sand along Ocean Avenue Beach. The dredge pumped 3,000 cubic yards to Grey Neck Beach, where neighbors had been urging selectmen to add sand over the past year. Another 2,000 cubic yards were placed on the Earle Road Beach before the dredge pipe was moved to the east, where sand was placed at the end of Wah Wah Taysee Road, then on Atlantic Avenue beach, and finally Ocean Avenue.

Unfortunately, time-of-year (TOY) restrictions put in place by the state to protect spawning winter flounder prohibited work from inside or between the jetties until July 1st. The plan was to have the county dredge return in the fall to clear the channel. The Harbormasters office, as a result, was inundated with calls and e-mail from boaters in Allen Harbor complaining about the condition of the channel between the two entrance jetties. Inside the bar built up on the west side of the channel creating a bottleneck, squeezing boats to the east side and leaving one lane of passage. We hoped boaters could get by with one lane this summer inside the jetties. This part of the job was identified by BOS as an emergency dredge project and approval was granted to use funds from the town's dredge reserve fund to have a private contractor remove 1,000 cubic yards between the jetties. This work was completed by Patriot Marine using a long armed excavator at a cost of \$19,648.

### **Allen Harbor Basin**

The town has been working on a long-term plan for dredging the Allen Harbor basin and an article is being considered for as early as FY11 at a cost in the neighborhood of \$2.7 million. Coastal Engineering continues to develop the plan showing all abutting property owners and has laid out several options for calculating the appropriation of costs for the town betterment proposal. The goal is to provide a relatively easy to understand and transparent methodology that can be used in determining a fair and equitable allocation of cost for the project. The existing by-law allows the Town to assess all permittees based upon their individual volumes, plus any Town incurred costs of permits. The project plans include disposal of roughly 40,000 cubic yards of soft material at the disposal area that may become berm for a future septic treatment lagoon.

The project is invasive in that it requires complete removal of marinas including pilings and utilities. Therefore, added associated costs for removal, storing, re-driving and rewiring these docks must also be considered.

Because there is an ocean disposal site available about 6.5 miles east of Block Island, about sixty miles from us, we need to look at the idea of barging once again as it may be cheaper and far less troublesome than what has been proposed. Another alternative would be getting a disposal site three miles off Harwich Port, within the federal area of Nantucket Sound. This is an achievable distance for diffusion disposal by the County dredge.

It is believed, because of the shallow depth, the work could also be done using an appropriate type machine like a big excavator from a barge. This could work around the pilings within the marinas. Fewer pilings would have to be pulled to get the barge in these tight areas. This would save costly re-driving which is an unfortunate extra in the plans. Allen Harbor in its entirety holds a total of 203 vessels which includes six commercial boats and three charter boats.

## **Herring Run**

The river herring harvest, possession and sale moratorium put in place three years ago by the Division of Marine Fisheries will continue for another three years. The DMF Advisory Committee approved the continuation of the moratorium based on the dearth of anadromous fish migrating up rivers in the state to spawning headwaters. Director Paul J. Diodati implemented the additional three-year ban as of Jan. 1, 2009, which includes those runs within municipalities which have been granted local control by the state.

All available information indicates that the number of spawning river herring entering the runs in the spring of 2009 remained well below average and mortality remained high. However, the moratorium appears to have helped stabilize the runs, although at lower levels. The number of spawning fish in our run showed a slight increase in 2009. DMF officials predict three more years of a moratorium will allow the maximum number of spawners to complete an entire life cycle, thus increasing the probability of stock recovery.

The Natural Resources Department along with our volunteer herring wardens were pleased to see a few strong days at the run this past spring.

## **Herring Count**

Harwich Conservation Trust had thirty-plus volunteers on a fixed schedule for two months stationed at the point where herring enter Hinckley Pond. Several times a day volunteers would tabulate fish counts for a 10 minute period. From these counts alone, over 2,000 fish were counted between April 1st and June 1st.

With the help of many Americorps volunteers we kept the Herring River clear of debris and blockages. Spring days were spent removing brush, and clearing debris that would slow the migration of herring to their eventual spawning area.

## **Eel Ramp**

The eel ramp project, the brain child of DMF employee Brad Chase and volunteer Richard Cooper is located off Bank Street and is managed by Harwich Conservation Trust. The invention is a low-tech, low-cost but highly

effective ramp on private property, allowing young eels to wriggle up and over a flume to their freshwater destination. Many volunteers organized by Ryan Mann counted eels making their way into Grassy Pond in the spring. In 2008, more than 6,000 eels successfully migrated. In 2009, more than 25,800 eels were counted making their way up an artificial mesh raceway into the pond. A small electric pump keeps the inclined ramp moist to help the slithering eels pass from Cold Brook into the pond. A new aluminum ramp replaced the prototype wooden structure and the name “eel-a-vator” stuck.

The project proves that cranberry farming on a nearby private bog and eel migration can co-exist. In general, declines of the eel, along with habitat disruption, have created opportunities to aid migration and survival of this unique species. The eel ramp is only the second in Massachusetts. Almost all of the eels measure below the legal catch length of six inches. The eels provide an important food source for a variety of wildlife, and will hopefully mature into spawning adults in the years to come. Harwich Conservation Trust, the town, state and federal government are partners in this project

## **Beach Road**

The Town continues to try and help a conflicting situation at Beach Road, a small neighborhood public beach off Shore Road where private abutters and neighbors skirmish over the legal width and size of the public area. Harwich has owned parcels of beach on either side of Beach Road which has eroded back over time. The majority of both parcels are now below the mean high water mark and the abutters on either side have made a claim prohibiting the town from placing any sand on their private beach as part of an effort to get this public beach back. It takes a Ch. 91 license to nourish below the mean high water mark.

The County Dredge supervisor has stated it is not possible to put a quantity of material on a 40' wide beach (a 30' x 40' patch) without spilling onto the private beach or crossing them with the pipe. Alternatively, trucking sand is also impossible because of the narrow path leading to the beach from the street and turning the loader around in a 30' area without crossing onto the neighbors land. Neighbors on either side forbid us to place sand on the beach in front of their homes for fear that we will be causing public access or restoring the former public beach.

## **Infrastructure report**

A waterfront infrastructure study by Coastal Engineering, Co., Inc has identified a need for between \$5.5 and \$7.5 million in improvements over the next decade. The surprise in the report is the need for replacement of the Wychmere Town Pier which is proposed for 2013 and estimated to cost \$1.2 million. Wychmere pier was built around 1978 using bottom-driven piles and

pre-cast concrete caps and decking. Coastal Engineering did an extensive study of the concrete at the pier, sending samples out to a New Hampshire-based company to examine the condition of the concrete where saltwater has compromised the concrete causing it to crystallize. The pier is in place primarily to serve the commercial fishermen. In December, the BOS voted that the pier may continue to be used on a limited basis provided the pier is monitored and limited to light weight vehicles. This means the pier should be restricted to all large commercial carrier-trucks. If necessary, the pier could continue to be used for pedestrian foot traffic, passenger and light vehicles (three-quarter ton single axle pick up trucks), but nothing greater.

The \$50,000 draft report assessment identified needs along the waterfront over the next decade. It recommends infrastructure repairs in several of the town harbors. The report also calls for replacement of the entire Wychmere Harbor bulkhead, an estimated cost of \$189,700.

The report also mentions drainage as a major concern at Wychmere Harbor. The current StormTreat system does not provide an effective and efficient method to treat storm water. This finding is not surprising since the StormTreat system was designed for freshwater and it gets inundated with salt-water because changes required in be located along the harbor bulkhead. A report done by Massachusetts Coastal Zone Management, which funded the drainage system states the system was located in the wrong place, an inter-tidal zone.

The most immediate project in the harbor capital planning program is replacing the bathhouse at Allen Harbor parking lot and the Wixon Pier at Herring River. An article has been placed in the warrant for this purpose.

The study identifies several locations where there is a need for bulkhead replacement, including Saquatucket Harbor, Round Cove and new sheeting for Allen Harbor. Boat ramps are also identified for replacement. Allen Harbor at \$282,000 and Herring River at \$173,000. The cost to replace the bulkhead would be \$876,000 which is projected in 2016.

The estimate for pier work on the east side of Saquatucket Harbor is \$527,800 to replace the floatation foam. Much more work is necessary on the infrastructure of those docks. We are hoping to replace floats with a fixed-dock T-section for more stability and to have the floating wing sections extending off that dock. This is because Freedom Cruise Line ferry passengers traverse those docks and the commercial fleet operates at the end of those floats. That estimate could run more than \$2 million. The oldest of the docks in that harbor are 24 or 25 years old and we anticipate replacement on the east side in 2017 and then west side replacement after that, estimated at \$500,000 in the report.

## Seaport Grant Application

Town Planner David Spitz is working on a grant through the Seaport Bond Council for reconstruction of the Wychmere pier. Unfortunately, federal money is not expected until at least 2012. This application should also include the need to rebuild the bulkhead drainage problem. The hope is to get funding for one big project so the town does not have to pay \$1 million. There are some who feel Harwich might be better served by changing the pier to a recreational marina. We do not want to see it move away from what it truly is; a commercial fishing facility. The fishing community is not moving away.

### COMMERCIAL VESSEL LANDING PERMITS

(by category)

Permit	Vessel		Permit	Vessel	
A - 1	RESTLESS	Borraccino	T-001	BILLY BOY	Hobbs
A - 2	SEABAG III	Tomasian	T-002	BOUNTY HUNTER	Monte
A - 3	TUNA ECLIPSE	Barker	T-003	OUR TIME	Our
A - 4	TENACIOUS II	Hesse	T-004	SEA-VENTURE	Pratt
A - 5	SEAHOOK	LeGeyt	T-005	JACQUELINE	McMullen
A - 6	NEMESIS	Coccoro	T-006	HOOKIE	Ingrano
A - 7	JOANNE H	Smith	T-007	SASHAMY	Amorello
A - 8	THREE SONS	Smith	T-008	JUSTIFIED	Clark
A - 9	MY TWO GIRLS	Matulitis	T-009	DESTINY	Unanist
A - 10	KELLY J	Terrenzi	T-010	HANNAH G	Getto
A - 11	GREAT PUMPKIN	Margeson	T-014	MIDNIGHT RAMBLER	Noon
A - 12	SEA HOLLY II	Leach	T-015	M FLY	Fleisher
A - 13	JAIL BREAK	Muldoon	T-016	NIGHT HAWK	Smith
A - 14	PEGGY B II	Braun	T-017	TWENTY FIVE	Stevens
A - 15	HAYWIRE	Pistel	T-018	no name	Homan
A - 16	PETREL	Bunnell	T-019	MONSTA	Papa
A - 17	MARJORIE K	Barker	T-020	MICHAEL KEVIN	Pratt
A - 18	GODZILLA	Smith	T-021	BARONESS	Fernandes
A - 19	KINGFISHER	Rudders	T-022	SHADOW LINE	Maclean
A - 20	DANIELLE B	Hunt	T-023	LISA MARIE	Johannis
A - 21	SEA FROG	Tessier	T-024	MADELYN RUTH	Stepski
A - 22	SUE-Z	Traina	T-025	JAMIE CLAIRE	Waltzak
A - 23	KAREN S	Small	T-026	WATANYE	Ellis
A - 24	JESSIE	Menard	T-027	HOT TUNA	Ott
A - 25	ARLIE X.	Szabo	T-028	CAPT COOK	Wilson
A - 26	MISS JENNIFER	Demango	T-029	LADY MAUREEN	Carraro
A - 27	LEGEYT	LeGeyt	T-030	TENACIOUS	Coad
			T-031	KELLY ANN	Dibacco
B-1	DECISIVE	Margeson	T-032	BAD INFLUENCE	Scanlon
B-2	LYNN & ME	Cordeiro	T-033	BARBARA O	Our



B-3	AVERY MARIE	Santoro	T-034	FISH TAILS	Wilmes
			T-035	DIGGIN IT II	Zawisza
C - 2	MAGELLAN	Greiner	T-036	HALLE	Wentworth
C - 3	STRIPER	Luce	T-037	FATTY	Leduc
C - 5	TRAPANI	Foresman	T-038	CHRISTIE LYNN	Madagino
C - 6	FISH TALE	Terry	T-039	MY JOYCE II	Hejducek
C - 7	SABATICAL	Rice	T-040	CAROL W	Ward
C - 8	TAKE IT EASY	Biski	T-041	TUNA TANGLER TOO	Stern
C - 9	SHANTI	Birch	T-042	JAMIES TOY	Mancoso
C - 10	CAPT'N & TONAIRE	Brosnan	T-043	SHARON E	Eshenfelder
			T-044	CANYON RUNNER	DeBlasio
D - 1	CAPTAIN KID	Schoote	T-045	LADY ASHLEY	Cheney
D - 2	YANKEE	Kacergis	T-046	YANKEE	Verga
D - 3	FREEDOM	McMullen	T-047	ZOE	Bogis
D - 4	PRESEVERANCE	Spalt	T-048	GREYBACK	Coppola
			T-049	JUSTIFIED	Neligon
			T-050	ALLYSON	Mansfield
E-1	SEAWINN	Luce	T-051	MACHACA	Hatch
E-2	MICHELE	Queenan	T-052	TUNA TYEM	Tye
E-3	ZACHERY T	Barker			
E-4	MATTANZA	Hesse	R-01	Briggs	Briggs
E-5	MILKWEED	Green	R-02	Andolini	Andolina
E-6	ALICIA-ANN	Walinski	R-03	The Dive Locker	

## Shellfish Laboratory

With all the changes we have experienced recently in the Town, one thing has remained fairly constant. The shellfish laboratory located at Wychmere Harbor has been the home for juvenile shellfish, primarily quahogs for 17 years. During that time, over 27 million quahog seed have been grown in the lab. The Natural Resources Department was however not immune to feeling the effects of the recent economic downturn. This was directly demonstrated by the amount of shellfish seed assistance obtained from the DMF/County Seed Grant Program. It dropped dramatically this year to only 250,000 seed quahogs through their program. Next year does not look very good either.

We also continued with our direct purchase of shellfish seed from (ARC) Aquacultural Research Cooperation in Dennis. Since the seed purchased from ARC directly (3-5mm) was a bit larger than the County Seed Grant Program (2-3mm) our overall average seed size at the end of the growing season was the largest to date. We had excellent survival in the lab and the seed grew to an average of 13.7mm in size.

These results were due in part by the care given to the seed by the summer aquaculture interns. This was the 12th year that the Harwich Shellfish

Lab conducted its high school summer aquaculture internship program. The six week program, managed by Heinz Proft, enabled students, Jackson VanDyck, Bill Rae, Colin Hamilton, and teaching supervisor Jill Eastman to work closely with the Natural Resources Department to monitor and maintain the Shellfish nursery during its' busiest time. The lab, open to the general public, received over 400 visitors this year, bringing our total to over 5,000 visitors in the past 12 years. The shellfish from the lab were seeded in Herring River, Allen Harbor, Wychmere Harbor, Saquatucket Harbor, Pleasant Bay/Muddy Creek, and Round Cove.

### **Seed Testing and Oysters**

Our seed continues to be tested prior to seeding (per order of the Massachusetts Division of Marine Fisheries) for Dermo, QPX, and an array of other harmful parasites. Our seed was tested by Mirco Techonologies Inc. in Richmond Maine and received a clean bill of health.

Oysters were once again grown in the shellfish lab (3-4mm). These were also obtained from ARC in Dennis. Since the overwintering trays of 2008-2009 did not produce the results we had expected, this year 150,000 oysters were placed in a hanging lantern net under Wychmere Pier. Raising oysters has required more work and time, but there is certainly a public interest in having more oysters available for shellfishing.

The Harwich Natural Resources Department continues to receive assistance with many of our projects from volunteers. A great deal of thanks is extended to Bob Sarantis and John Reynders who spent yet another summer/fall tending to the needs of the shellfish lab.

### **Jim Coyle – 10 years**

To patrol the local shellfishing flats we again relied on the assistance provided by our dedicated group of volunteer shellfish wardens. Special recognition is given to Jim Coyle since this year marked 10 years in his volunteer role as a Shellfish Warden. Ron Saulnier and Dean Knight were also very generous with their time and energy. The assistance provided by our volunteer corps certainly makes the Natural Resources Department a more efficient, more productive group. We thank all our volunteers for their effort.

#### **Shellfish Permits Sold in 2009 (Calendar Year)**

Resident Family	304	\$4860
Non-Resident Family	48	\$2730
Commercial	5	\$200
Seniors	109	\$522
One-Day Non-Resident	<u>41</u>	<u>\$820</u>
TOTAL	507	\$9,132

Shellfish permit rates were changed in the spring of 2009 and they are:

Resident Family	\$20/year
Non-Resident Family	\$60/year
Commercial	\$50/year
Seniors (65+)	\$ 6/year
One-Day Non Resident	\$20/year

We asked shellfisherman to fill out a shellfishing survey when obtaining their license at the Harbormaster's office. From those surveys we were able to compile the following:

Average days someone went shellfishing in 2008	21 days
Average #buckets of quahogs taken in 2008/person	3.85 (10qts)
Average #buckets of oysters taken in 2008/person	0.17 (10qts)
Average #buckets of softshells taken in 2008/ person	1.65 (10qts)

Note: When someone buys a permit we get the previous year's survey results. The 2009 data will be available after everyone has purchased their 2010 license and will be included in the next year's town report.

### **Oyster Creek Dredging**

A group of neighbors, calling themselves Oyster Creek Preservation Inc., after many years of deliberation and review, obtained permission to dredge a small portion of Oyster Creek at Allen's Harbor. In September, a 700ft section of the creek was dredged in order to allow boat access through the creek at all tides. Prior to the dredging, Cotuit Oyster Company removed shellfish, primarily quahogs, which were then relayed to other parts of Allen Harbor and Wychmere Harbor. The harvesting, testing, and relay of the shellfish were all completed at no cost to the Town.

There will also be mitigation on the part of the Oyster Creek Homeowners that will involve reimbursing the Town for the cost of the shellfish removed and reseeded of Oyster Creek. Although the Natural Resources Department was never in favor of the dredging proposal, in the end we tried to make the best of a difficult situation which pitted an environmentally sensitive area against navigational needs. Only time will tell what the full impact this has had on the incredible family shellfishing area that is Oyster Creek.

### **Harwich Water Quality Task Force (HWQTF)**

Local water quality monitoring continued in Saquatucket Harbor, Wychmere Harbor, Allen Harbor, Herring River, and 12 freshwater ponds. These areas were sampled several times throughout the summer in order to continue collecting reliable water quality for our database including nitrates, phosphates, chlorophyll, dissolved oxygen levels, and fecal coliform levels.

The water sampling data is a critical component of the Mass Estuarine Program, Total Maximum Daily Load determination. The volunteer program not only provides the data but is a significant cost savings to the four towns that participate.

A project of this magnitude could only be completed with the dedication of our hard working volunteers – Norma Spignese, Ellen and Chris Geanacopoulos, Bud and Betsy Ferris, Bob Smith, Bill Otis, Chet Berg, Jane Chase, Kathleen Welch, Anne Hynes, Lara Slifka, Ralph and Jane Anderson, Jack Lohr, Katie Mulhall, John Bitzer, Peter DeBakker, Tony and Marian Piro, Dave Mulligan, George Meyers, Janet DiBona, Patsy Lightbown, Art Winterhaltler, Julie Gammon, Paul Erickson, Mary Ann Jones, Deborah Aylesworth, Joe Seidel, Bill Clary, Walter Gonet, Ron Bellengi, Jay Kennedy, Richard and Nancy Gifford, Al Atkinson, Chuck Winans, Stan Kocot, Alan Young, Jim Brennan, Bill Myers, Ed McCarthy, Ray Sacramone, Connie Doherty, Bill Sliney, Mary and Bob Reynolds, Pete Watson, Terry Barry, Ted Janse, Mary Henry, Frank Sampson, Bob Sarantis, and Bob Goodwin.

The Harwich Water Quality Task Force has a website – [www.hwqtf.com](http://www.hwqtf.com). It not only provides details about the program, interim reports, but aerial photos of the sampling ponds and data collected up to this point as well. Data and aerial photos, some of which illustrate algal blooms, can be accessed via web links within the site.

One bloom of special note occurred at the end of June in Hinckley Pond. A cyanobacteria/ blue-green algae bloom caused a closing of Hinckley pond to all water activity from June 26th though July 13th. Massachusetts Department of Public Health tested the pond waters and found unhealthy levels of the algae. This particular type of algae can produce a toxin which can be harmful to animals and humans especially if ingested. Information was disseminated through the Towns Emergency Management Director and Health Director. Although the bloom dissipated and Hinckley Pond was open to all water activity again, the HWQTF is undertaking a further study of the pond to determine the possible causes of the bloom.

### **Environmental Science Director**

The Water Quality Task Force (WQTF) has engaged in a major initiative to plan for the Town's water quality and future stormwater/wastewater needs. The Town has an ongoing Comprehensive Wastewater Management Plan (CWMP) under the direction of a professional water quality engineering firm, CDM. Assistant Harbormaster/Natural Resources Officer Heinz Proft was asked to take a greater role and work closely with the Chairman of the WQTF in directing and managing the contract and with CDM. Heinz will continue with many of his previous responsibilities, but this expansion of his duties has resulted in a revised title – Environmental Science Director.

The Town will soon receive its nitrogen loading reports on its embayments from the University of Massachusetts School for Marine Science and Technology (SMAST). Receiving these reports is critical in planning and implementing an integrated water quality program.

### **Pleasant Bay Alliance (PBA)**

Harwich also continued its' water quality sampling as part of the Pleasant Bay Resource Management Alliance. The Pleasant Bay Alliance has curtailed its sampling somewhat and has reduced Harwich to 2 sampling locations including Round Cove and Pleasant Bay. Volunteers Tina Maloney, Walt McClean, Margaret and Rich Stenburg, and George Cooper were generous with their time and we thank them for their assistance. The website for the program is [www.pleasantbay.org](http://www.pleasantbay.org)

The Pleasant Bay Alliance has also undertaken a study to model the hydro-dynamics of the Muddy Creek/Rt 28 culvert interface. It appears that enlarging the diameter of the present culvert may bring significant advantages with increased tidal flushing.

As a result of a previous Pleasant Bay Watershed Study conducted by SMAST which focused on the current nitrogen load, fertilizer applications are now being addressed. A technical study RFP was sent out with an overall goal to identify where management measures can be targeted to get the greatest nitrogen loading reductions. A reduction in fertilizer use can assist in meeting the overall load reduction goal in a cost effective manner in comparison to many of the wastewater management options.

### **Conservationist of the Year Award**

Harwich Conservation Trust honored the town of Harwich Department of Natural Resources with its *Conservationist of the Year Award* for outstanding contributions that have helped to protect the woods, water, wildlife, and quality of life in Harwich.

Among other things the natural resources department has assisted or partnered with HCT to coordinate "citizen science" projects including, eel migration ramp project and the first annual Herring Count in 2009. Tom Leach leads astronomy walks at the 60-acre Bank Street Bogs Nature Preserve (located next to the harbormaster's workshop). Heinz Proft, who holds a private pilot's license, donated a scenic flight to support HCT and led a presentation about the town shellfish lab in Wychmere Harbor. The natural resources department has issued grant support letters for multiple HCT and town land acquisition projects, and coordinates the pond monitoring program with Frank Sampson and the Harwich Water Quality Task Force. The Department was given a beautiful framed print of Herring River, which is proudly on display at Town Hall.

We cannot thank our entire devoted staff enough for their dedication and hard work. Michelle Morris especially deserves recognition for her ability to handle the ever increasing responsibilities of managing the harbor. Her professional attitude and patience have been critical in dealing with the continuously changing deadlines, rate changes, slip reassignments, and berthing requests. It is quite impressive considering the deluge of paperwork that it takes to keep Saquatucket Harbor Municipal Marina, our waterfront and Natural Resources Department up and running. We also want to thank our summer team Peter Sawyer, Tim Adams, Richard King, Matt O'Brien, Steve Bickerton, Frank Kunz, Jim Coyle and Ryan Mann for making the 2009 season a great one.

Respectfully submitted,

Thomas E. Leach, BS, CHM  
*Harbormaster/ Natural Resources Director*

Heinz M. Proft, BS, MS  
*Assistant/ Environmental Science Director*

# *Report of the* **Pleasant Bay Alliance**

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The Pleasant Bay Alliance is an organization of the Towns of Harwich, Orleans, Chatham and Brewster established to coordinate implementation of the Pleasant Bay Resource Management Plan. The plan incorporates the Pleasant Bay Area of Critical Environmental Concern (ACEC) and the 21,600-acre watershed, which includes portions of all four towns. 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 2009 include:

## **Barrier Beach and Inlet Dynamics**

We continued to carefully monitor the dynamic conditions in the barrier beach and inlet configuration. In order to assess potential changes to navigation, the Alliance commissioned Coastal Engineering Company to conduct hydrographic surveys to measure depths of navigation channels throughout the Pleasant Bay system, with a special focus on areas affected by the new inlet. The Alliance also continued its work with Dr. Graham Giese of the Provincetown Center for Coastal Studies. Dr. Giese presented his multi-year tide gage analysis and completed a study of inlet migration over the next fifty years. The work of Dr. Giese and Coastal Engineering was presented at the Alliance's annual symposium held at the Chatham Community Center in June. Other speakers at the symposium included Ted Keon, Chatham Coastal Resources Director, and Rob Theiler, a coastal geologist with the US Geological Survey and specialist in relative sea level rise.

## **Water Quality**

Thanks to our many dedicated volunteers and volunteer coordinators, the Pleasant Bay Citizen Water Quality Monitoring Program completed its tenth year of sample collection. The water quality data is essential to the town's wastewater management planning. By coordinating with four towns, the data is generated in a more cost effective manner. Samples are analyzed at the UMASS School for Marine Science and Technology Laboratory. Sixteen stations were monitored in 2009. Water quality data for the years 2000-2008 were compiled in a report for distribution early in 2010.

## **Wastewater Management**

Progress within the four towns in the area of wastewater management continued to be a focus of the Alliance. The Alliance reviewed and submitted comments to the MA Environmental Protection Act (MEPA) office regarding the Orleans Draft Comprehensive Wastewater Management Plan. We also provided input on proposed zoning bylaws which were submitted to Brewster Town Meeting, including the Natural Resource Protection Design bylaw.

Our work on fertilizer management continued. The Alliance issued an RFP for consultants to develop non-structural strategies to manage nutrient impacts from fertilizer use. That project, funded by a grant from the Cape Cod Water Resource Protection Collaborative, is set to begin in January 2010.

### **Muddy Creek Restoration**

The Alliance continued its work to improve resource conditions in Muddy Creek. The Alliance applied for and obtained provisional project status with the Massachusetts Wetlands Restoration Program (WRP). The WRP sponsored a study of hydrodynamic scenarios to determine the optimal culvert size to improve flow between Muddy Creek and Pleasant Bay. The next step will be to assess water quality and other resource impacts resulting from culvert widening. As a result of this work, the Muddy Creek resource assessment was included for funding as a priority project under the Cape Cod Water Resources Restoration Project, for which funding was recently authorized by Congress.

### **No Discharge Area**

With support from all four Boards of Selectmen and the Waterways Committees of Orleans, Chatham and Harwich, the Alliance submitted an application to MA Coastal Zone Management and the US Environmental Protection Agency to designate Pleasant Bay and Chatham Harbor as a No Discharge Area. The designation would make it illegal to discharge boat sewage that has been treated by a Marine Sanitation Device. A decision on the application is expected in 2010.

In addition to Technical Resource Committee and Steering Committee members appointed by the Board of Selectmen, the Alliance is fortunate to have active participation from the Cape Cod Commission, Cape Cod National Seashore, MA Department of Environmental Protection, MA Division of Conservation and Recreation, MA Coastal Zone Management, Provincetown Center for Coastal Studies, Woods Hole Sea Grant, Cape Cod Cooperative Extension, Friends of Pleasant Bay, Friends of Chatham Waterways and Orleans Pond Coalition.

On behalf of the Alliance we wish to thank the citizens of Harwich for your ongoing support.

Respectfully Submitted By:

Allin P. Thompson, Jr., *Steering Committee*  
Larry Ballantine, *Steering Committee*  
David Spitz, *Technical Resource Committee*  
Frank Sampson, *Technical Resource Committee*  
Tom Leach, *Technical Resource Committee*  
Craig Wiegand, *Technical Resource Committee*  
Carole Ridley, *Coordinator*



# *Report of the* **Department of Public Works**

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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 2009.

Last year, in my section of the DPW's annual report, I focused on the Department's single most important asset; its employees. I stated that it is their expertise, dedication, and devotion to teamwork that make this an efficient, effective and successful organization of which I am proud to be a part. To say that remains true today is an understatement, as I feel honored and privileged to lead the men and women of the DPW and quite fortunate to work for the residents of the Town of Harwich.

This year I will attempt to keep my report brief and focus on a couple of the most important and visible Transportation Improvement Projects (TIP) in Town. The reconfiguration and signalization of the Route 124 / Queen Anne Road Intersection project was awarded by MassHighway to P.A. Landers in October 2008, with construction starting last spring. The winning bid was approximately \$750,000 and included the widening of the Route 124 approaches, the relocation of utilities, drainage improvements and signalization of the intersection with dedicated left turn lanes on Route 124. The project, once complete, should restore serviceability of the intersection and alleviate the long back ups that occur on Route 124 during the summer. Although the contractor has until December 2010 to complete the project, I am hopeful that it will be concluded this spring. I thank everyone for their continued patience during this ongoing construction project.

Acknowledging that Route 137 serves as a regional road, MassHighway approved a TIP project that would reconstruct that road from the Brewster line to the Chatham line, excluding the newly paved intersection of Route 39. This \$4 million project, tentatively planned for 2011, would widen the road, provide for pedestrian and bicycle accommodations, replace drainage systems and install a new signal at the Route 6 east bound ramp. Transportation Improvement Projects are entirely funded by State and Federal funds, with only engineering and easement costs paid by the Town. Accordingly, Article 5 of the 2008 Special Town Meeting voted to approve \$327,800 for engineering and easement costs associated with this valuable project.

In an effort to solicit as much public feedback as possible and develop support on this important project, a number of public meetings have taken place.

These included a kick-off meeting July 29th, an informational meeting before the Board of Selectmen on October 13th, a public informational meeting on December 10th and a meeting with the East Harwich Village Collaborative, Cape Cod Commission and the East Harwich Community Association on February 4, 2010. These meetings are held in advance of the required MassHighway 25% design hearing that should take place some time in the summer of 2010. I would like to thank everyone who has participated in these meetings and encourage anyone with questions, comments or suggestions about the project to contact the DPW office or me directly.

There are three other projects involving the DPW that deserve mentioning. First, we were asked to be involved in the preparation for the construction of the new Public Safety Facility. Our involvement included the review of drainage and parking lot plans (reduced unnecessary systems), the initial site preparation, the removal of trees, asphalt and other structures, the removal of excess materials from the site and assisting with the irrigation installation. The removal and installation of 12 drainage systems in Harwich Center (the old systems were failing) was approved with the passage of Article 13 at the May 5, 2009 Special Town Meeting and was finished this past November. The last project to which I would like to draw attention is the installation of 6000 feet fiber optic conduit between the Public Safety Facility and Town Hall by DPW staff. This job was accomplished on time, under budget and received accolades from the Town's consultant on the efficiency of the installation.

The following briefly describes accomplishments and duties of each department within the DPW. It should be noted that during hazardous conditions, such as snowstorms and hurricanes, all Division personnel function as one cohesive unit for the duration of the event and subsequent cleanup. Additionally, personnel are temporarily assigned to other Division Departments as workload and staffing dictate.

### **Building Maintenance Department**

The Building Maintenance Department, which consists of two full-time employees, is responsible for routine and preventative maintenance of various Town-owned buildings, as well as setup and breakdown for Town Meetings and Elections. In addition to routine work, this department completed several building projects during 2009

- Replaced split rail fence at Bank Street and Pleasant Road Beaches with wooden guardrail.
- Reconfigured access window in the Accountant's Office
- Repaired all windows and replaced rotted exterior wall at the Old Recreation Building.
- Replaced the ceiling in the Town Hall Library
- Repaired damage from vandalism to the restrooms at Red River Beach,

- including replacing toilets, sinks, mirrors, and paper dispensers.
- Remodeling at the Fire Department
- Repaired the divider curtain in the Community Center Gym

This department also responded to and completed over 90 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**

On July 1, 2009, the DPW assumed jurisdiction over the Community Center and Police Department custodial units. The Custodial Department, which consists of three full-time and two part-time employees, is responsible for maintaining the cleanliness of the Town Hall, Community Center, Police Department, and the Albro House.

Although we are still in a period of transition, we are optimistic that the Custodial unit will continue to develop into a more efficient, streamlined department, providing a high level of service to the Town. To that end, we have received numerous compliments from Department Heads regarding the quality of custodial services over the past six months.

### **Disposal Area**

The Harwich Transfer Station/Recycle Center is open seven days a week from 8AM-4PM, 362 days a year.

In an effort to make the operation more efficient, the Disposal Area replaced its aged roll-off trailer with a new dual-trailer system, allowing drivers to transport two containers of recyclable materials at a time. This process has been successful, both in time and money saved.

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.

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 323 trips to this facility moving a total of 7,399 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 1,256 tons of recy-

cled material was hauled mostly to New Bedford and accounted for a total of 132 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 loaded into 100-yard trailers for transportation to Casella Waste Services in East Sandwich. Harwich vehicles made 258 trips, hauling a total of 4,385 tons of C&D.

The Town offers the following programs to residents:

- Paint Recycling (daily April through October) Residents may drop off unwanted paint and paint-related products or pick up good paint for reuse.
- The Treasure Chest is open Friday, Saturday, Sunday and Monday from April through October 9AM-3PM, and Saturday and Sunday from 9AM-3PM, October through April for residents to drop off or pick up useful items in good condition. Many thanks to the Treasure Chest volunteers for their hard work and dedication.
- Automotive Product Recycling (daily, year round) for drop off of used oil, antifreeze, gasoline, and oil filters.
- Composting of Grass and Leaves (daily, year round). Material must be weighed, but there is no charge for residents.
- Harwich hosts the Household Hazardous Products (HHP) collections for Harwich, Brewster and Chatham, in which unwanted household chemicals are collected and is held on the second Saturday of each month from May through October 9AM-12PM. During the collections in 2009, the Disposal Area recycled a total of 5,426 gallons of paint, 64 thermometers, 32 thermostats and switches, 1.7 pounds of elemental mercury, serving 658 cars and 964 households.
- The Disposal Area also collected 2,450 gallons of waste oil.

In addition to the above, we continue to accept the following items for a fee: brush, TVs, computers and monitors, propane tanks, tires, refrigerators, air conditioners, scrap metal, and appliances.

### **Highway Department**

The Highway Department's primary responsibility is the maintenance, construction, and repair of 142 miles of public roadway. Staff consists of 8 full-time employees and 2 seasonal workers. Ongoing department programs include annual crack sealing, pavement resurfacing, pavement surface treatments and catch basin repair, replacement, and cleaning. In addition, this department is responsible for the snow and ice removal on 200 miles of public and private roadways, street sweeping, pothole patching, sign maintenance,

pavement marking maintenance, and seaweed removal on Town-owned beaches.

In addition to the above-mentioned activities, the Highway Department completed the following:

- Resurfaced Sea Street and Division Street (from Depot Road West to Route 28)
- Micro-Surfaced Lothrop Avenue and Pleasant Bay Road (from Route 137 to Route 39)
- DPW personnel patched potholes and made road repairs using 25 tons of asphalt
- Chip seal surface treatment in 3 neighborhoods totaling 38,083 sq. yds.
- Crack Sealing done on 20 roads totaling 3,695 gallons of fiber reinforced modified crack sealer
- Installed 34 drainage systems
- Reconstructed 20 drainage systems
- Cleaned 375 catch basins with Town-owned equipment
- Completed street sweeping the entire Town, including all Town buildings and municipal lots, by August 18, 2009, and re-swept as necessary through end of September.
- Striped 52 miles of road
- Completed maintenance striping of 11 municipal parking lots
- Completed light tree pruning in several neighborhoods
- Completed road side mowing on all main roads and started on secondary roads
- Responded to 297 work orders (requests for service)

### **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.

The Forestry Department's one seasonal employee planted 21 shade trees in various locations throughout Harwich with the help of the Cape Cod Regional Technical High School's Horticultural class. These trees, which are a fundamental element of the Town's roadside beautification program, consisted of October Glory Maple, Crimson King Maple, Bartlett Pear, and Kwanzan Cherry.

The Park Department would like to extend a very sincere thanks to Shawn Fernandez and the Golf Department staff for their invaluable knowledge and assistance throughout the year. We would also like to thank Tim and Bev Millar for maintaining and filling the Mutt Mitt Dispensers, as well as the Bikeways Committee for their diligence in patrolling and helping to maintain the bike trail.

### **Beaches and Town Restrooms**

Maintenance of the 20 Town-owned beaches and 9 restrooms was performed as a joint effort between the Highway, Park, and Building Maintenance Departments. The seaweed was removed weekly from Red River Beach, and periodically from Bank Street, Pleasant Road, and Earle Road Beaches. It was also removed from Belmont Road Beach as needed. During 2009, the dune restoration project was continued at Red River Beach. The seaweed removed from this beach was covered with sand and used to build up the eastern end of the beach. 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 2009.

- 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.
- Brake job and transmission on one Disposal Area Mack tractor, as well as various body work, engine clutch, PTO, and hydraulic repairs on both tractors.
- Major body repairs, replacement of king plate, and brake jobs on two trash trailers
- Complete overhaul of the discharge nozzle on the Johnston Sweeper
- New fuel pump and injectors for Fire Engine
- Repaired the mower head and installed new sidewalk plow and sander on the Holder tractor.
- Refurbished an old Park Dept. one-ton dump to be used by the Harbormaster
- 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:

- Sandblasted and undercoated several dump trucks
- Removed old dump bodies on two one-ton trucks that were rusted beyond repair and fabricated and installed new bodies.

Many thanks to the various Town Department Heads for their continued cooperation and especially to Bob Currie and Rob Williams for helping to make centralized vehicle maintenance a success.

### **In Conclusion**

I would like to thank the Board of Selectmen, the Town Administrator and his staff, and all the other Town departments for working cooperatively with the DPW throughout the year. I would also like to thank the residents of Harwich for their continued support of our Department. Rest assured we will keep exploring new ways to conduct business and strive to provide you with the best, most cost-efficient service possible.

I would also like to thank Dick Perry, a 20 year veteran of the DPW, who

retired this past fall. Dick's primary responsibility was operating one of the Town's street sweepers and he almost single-handedly swept the Town year after year. Dick always did a great job for us, verified by the numerous calls we received thanking us for sweeping the roads so thoroughly. He was not only a dedicated, hard working employee, but has a great sense of humor that will be missed. I wish Dick and his wife the best of life in their retirement.

Finally, I would like to acknowledge the enthusiastic, hardworking men and women of the Department of Public Works. They make me look good, which is definitely not an easy task. Thanks to all of them.

Respectfully Submitted,

Lincoln S. Hooper, Director



## *Report of the* **Real Estate and Open Space Committee**

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We are very happy to report that the two land purchases approved at last year's town meeting have been consummated. This brings your total open space purchases to 389 acres since 2001.

At this (2010) town meeting you will have the opportunity to vote on the purchase of a 38 acre parcel.

This committee looks forward to future open space purchases, and to assisting and advising on any town real estate-related matters.

Respectfully Submitted,

Paul R. Widegren, *Chair*  
Richard Thomas  
Kristine Larsen  
Robert S. Neese  
Margo L. Fenn  
Douglas D. Stanford  
Bud Dey

# Report of the Harwich Recreation Department - Youth, Park, Beach, & Commission

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The Town of Harwich Recreation Department and Commission flourished over the past year. The Department offered a wide array of programming options for the people of Harwich throughout the year for both adults and children of all ages. The Commission and Department also worked to improve and maintain the condition of Recreation facilities including: fields, parks, beaches, and memorial squares. Our major endeavor this past year was having an article for the construction of a Multi-Purpose Field facility passed at Town Meeting. We are delighted to report that the article did pass, and work will go forward within the next year. This will be a major asset for the recreation department and all its programs.

We would like to extend our thanks and appreciation to all of the Recreation staff: Director, Eric Beebe; Secretary, Lee Hemeon; Program Specialists, Susan Fraser and Alison Tripp, 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
Men's over 25 Basketball	Over 55 Basketball
Women's Indoor Field Hockey	

## **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	\$34,517
Daily Beach Parking Passes	\$37,575
Beach Sticker Sales	\$203,161
General Fund Program Fees	\$2,403
Food Vendor Bids for Town Beaches	<u>\$21,720</u>
<b>Total Deposit to General Fund</b>	<b>\$299,376</b>

**(not including \$19,050 for beach parking violations)**

The Recreation Department's Parking Enforcement Officer, along with Eric Beebe also wrote 381 parking violations at the town beaches this year. This would account for a potential deposit of \$19,050 to the Town's General Fund. This number is slightly down from last year due to beach patron's increasing

awareness of the parking rules and regulations due to the visible presence of the Parking Enforcement Officer on a daily basis at the Town Beaches.

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.

During the summer season, the Recreation Department offered lessons in swimming, tennis, and offered a half-day summer camp five days a week. Other programs offered were basketball, softball, baseball, soccer, and kayaking.

All of our Summer Staff is American Red Cross certified in CPR and first aid for the Professional Rescuer. Lifeguards must also have Lifeguard Training certificates as well. Our Water Safety Instructors need both Lifeguard Training and Water Safety Instructor certifications. Our staff consists of 57 employees; Beach Supervisor, Assistant Beach Supervisor, Waterfront Director, Playground Director, Playground Instructors, Water Safety Instructors, Lifeguards, Gate Attendants, Tennis Instructors, Kayak Instructor, and Parking Enforcement Officer. We would like to thank our summer staff for their hard work and dedication to a safe and successful season again this year. We also give many thanks Alana Wilson, who in addition to her Playground Director Position, was a great help in the Recreation office with essential day to day operations.

Also many thanks go to the Community Center Staff who work so hard everyday to make the building such a success; Community Center Director, Carolyn Carey, Channel 18 Director, Jill Mason, Council on Aging Director Barbara Anne Foley, and all of their staff members for their continuous support and cooperation with all of our programs. We would also like to thank the Community Center custodians who keep the building a safe and clean place for the Recreation Department to function within.

We would also like to thank the Cape Cod Old Timer's Softball League for their continued support and contributions to the Recreation Department softball fields. Once again, the Old Timer's Softball League held their annual Classic Tournament at Potter's and Senior Memorial Field with great success. Dozens of towns from all over the state and further beyond participated and brought many people into the town of Harwich.

We would like to thank the following people for all of their continued support; the Town Administrator, Jim Merriam; Assistant Town Administrator, Nan Balmer and their administrative staff, Sandy and Ann. We would also like to thank all of our volunteers and our many coaches. We would like to thank, as well, everyone in the Division of Highways and Maintenance team for car-

ing for our parks, ball fields, beaches, and memorial squares and vehicles; the Harwich Board of Selectmen; the Harwich Police Department; the Harwich Fire Department; the Town Accountant; the Town Engineer; the Harbormaster and his staff; Director of Golf, Dennis Hoye; the Town Planner's Office; the Health Department; Foster Banford; the School Department, whose facilities have been made available to us, all the other departments and Town Boards and Committees which we depend upon daily for assistance.

We would also like to acknowledge and thank the Community Preservation Committee for all of their help and support, without them our projects would not be the success that they are. Acknowledgments also go out to the Town Band, Friends of the Harwich Youth, Friends of the Harwich Community Center, the Harwich Garden Club, the Harwich Evening Women's Club, the Harwich Chamber of Commerce, and the Town Youth Counselor, Sheila House, along with Ann Emerson, the Program Coordinator for the Harwich Community Learning Center, for all their hard work and continued dedication to the youth in Harwich.

We are thankful to the following individuals and groups for providing assistance in program instruction; Paul Turner's Ultimate Soccer Academy, Mary Ann Patz, The Lower Cape Radio Control Club, Lincoln Hooper, Andrew Barbato, Emily Barbato, and Paul Fox.

Finally, a sincere and grateful acknowledgement is extended to the citizens of Harwich who continue to support the many programs provided annually. Without your commitment to our activities and services provided, we could not continue to provide the number, variety, and high level of recreational programs and services to the youth and adults of this community.

Respectfully Submitted by:

*The Harwich Recreation and Youth Commission*

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

## *Report of the* **Traffic Safety Committee**

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The Harwich Traffic Safety Committee serves in an advisory capacity to the Board of Selectmen. The five (5) member Committee is charged to recommend to the Board of Selectmen suggestions to improve the transportation plan in Harwich for present and year-round needs which promotes safe, convenient, accessible, and economical transportation and is consistent with the Town's recreational needs and its historic, scenic and natural resources

The members appointed to the Committee are Chair Paul D. Erickson, Vice Chair Gerald (Jerry) Beltis, Secretary Richard (Dick) Bowers, Paul McAllister, Oliver (Olie) E. Pelton, Barry Springer and Donald Roberts. Olie Pelton resigned in June and subsequently passed away. Donald Roberts declined reappointment for FY2010. Barry Springer resigned in July. Liaisons to the Committee are Selectman Robin Wilkins, Police Sergeant Kevin Considine and Police Officer Paul Boorack.

The Committee has reviewed a number of locations where the safe and efficient flow of traffic has been questioned. The locations included Rt.6 & Rt. 124 interchange, Pleasant Bay Rd. – Route 39, Pleasant St., and Sunset Rd. & Brooks Rd. intersection.

The Committee initiated and approved a draft to replace a Zoning Bylaw for the maintenance of the line of sight of motorists at roadway intersections. The draft was referred to the Harwich Planning Department for review.

The Committee initiated and submitted its recommendations to the Board of Selectmen to amend the Charge of the Committee. The recommendations emphasized the advisory role of the Committee to the Board. The recommendations were approved with an additional modification to the appointment periods of the committee members from annual appointments to three year staggered terms.

The Committee is represented in discussions with other Town departments and committees coordinated by the Town Planner to develop a plan for pedestrian and bicycle transportation in Harwich as well as planning related to the Historic Harwich Center Initiative and East Harwich Development issues.

The Committee worked on various recommendations for traffic regulations that included a Harwich Municipal Traffic Code, speed rezoning along Great Western Road in Harwich and Dennis, a draft proposal for guidelines for on street parking regulations, and draft regulations for area of Pleasant Bay Rd., Kendrick Rd. and Route 28 as well as Cove Landing Rd.

The Committee will continue to address issues that are identified by the Board of Selectmen, its members, Town departments, and citizens.

Respectfully submitted,

Paul D. Erickson, *Chair*

# *Report of the* **Utility & Energy Conservation Commission**

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The U& EC Commission operated throughout 2009 with a full complement of members (5). At times it was difficult for a quorum to be brought together, but overall, each commission member was kept up to date on activities of the entire body throughout the year. Activities which were most active during the year follow:

- Wind Turbine- The completion of the Weston & Sampson wind energy feasibility study was combined with a favorable response from the FAA relative to the siting of a utility scale wind turbine in the North Harwich area. The Feasibility Study indicated that wind energy can be developed in Harwich and that it can be utilized to produce significant renewable energy for application within the town for municipal loads.
- The passage of the Green Communities Act and final rule making for Net metering confirmed that large scale wind turbines in Harwich could supply all the municipal load with significant savings for the town.
- The Town, after presentation at Special Town meeting in the spring by the Chair of the commission approved the warrant article which called for the BOS to join the Cape & Vineyard Electric Coop. This was accomplished in May, 2009
- At that point, negotiations between town officials and CVEC officers and board member , confirmed by actions and studies by Weston & Sampson resulted in a proposal for the installation of two , 1.5MW wind turbines in North Harwich. The agreement when it is finally approved by the BOS will result in no financial burden or risk to the town but merely call for the town to sign a 15 year Power Purchase Agreement to buy electricity from the CVEC which will own, operate and maintain the turbines. A Total of 6 million KWH will be produced each year, with 5 million going to Harwich and the rest benefiting other towns which are members of CVEC. The average cost of electricity to the town over the 15 years will be 8 cents per KWH and is estimated to save the town approximately \$15 million.
- Final turbine sites are yet to be determined but will be finalized in early 2010

- Members of the commission appeared before Water Commissioners, School Committee, Finance Committee, Special Town meetings in spring and fall, made Channel 18 recordings on these subjects
- The commission in conjunction with the School Committee, CVEC and BOS developed a Photovoltaic installation project which will be paid for via a 15 year Power Purchase Agreement with ConEdison Solutions. This project will result in a 103KW PV installation on the Elementary School which will be completed by February 2010, will produce significant renewable energy, save the school system over \$7000 each year.
- Town meeting in May of 2009 approved a large scale wind turbine by-law as supported by the commission
- The Commission drew upon Cape Light Compact assistance to continue to encourage residents to take advantage of CLC rebates, energy audits, etc to improve their homes and businesses. The report of the CLC for the town will be included in these town reports.
- The goals of the Commission for 2010 are to concentrate on the wind turbine project, work with residents near the site who need information on the project. Early in the year, one or more information meeting will be scheduled and residents invited to attend.

Barry R Worth, *Chairman*  
 Valerie Bell  
 Bruce Gibson  
 Robert Marshall  
 William Doherty

Larry Cole, *Selectman Liaison*



# *Report of the* **Water Department**

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From the Harwich Board of Water Commissioners and the Superintendent, we respectfully submit our Annual Report to the Honorable Board of Selectmen and to the citizens of the Town of Harwich for the year ending 2009.

## **WATER DEPARTMENT NEWS**

Harwich Water Department Mourned the Loss of Assistant Superintendent Bruce Cahoon. Bruce S. Cahoon passed away on April 15, 2009. Bruce dedicated 53 years of service to the Town of Harwich Water Department. With such a small Department (14+) you can't help but become a family. After all, we spend as much time, if not more, at work. We all cared about Bruce, he was part of our work-family, he was our friend, and he was our knowledge base. His presence will remain with us all as most of the memories we shared will continue in our work environment. He taught many of us the waterworks industry and we admired his experience and dedication to the Water Department and the Town of Harwich as a whole. He will be missed and not forgotten.

## **WATER SYSTEM IMPROVEMENTS**

*New Water Supply Development:* The Water Department continued their program of developing a new water supply at the well field located in the northwest corner of the Town, known as Site 10. This site has been selected by the Water Department as the preferred location for a new water supply source that will serve as a redundant source to the Town's existing well fields. The Water Department's goal is to receive approval to withdraw a minimum of 2 Million Gallons per Day (MGD) from the site, which includes the existing well that is already permitted to withdraw up to 0.97 MGD.

During 2007 the first of several DEP permitting steps, the *Request for Site Examination and Aquifer Performance Test Scope of Work* was approved by DEP. During 2008 our engineers, Environmental Partners Group, began the next phase of DEP's new water supply permitting program by conducting hydrologic testing that will provide an initial estimate of what the potential overall yield may be from additional water supply wells at the site and to determine the number of production wells that are likely needed to achieve that yield. These activities also include using the regional groundwater flow model developed by the United States Geological Service to assess whether increased withdrawals from this well field will affect ponds and rivers in the area. By the end of this project the Water Department will have developed a comprehensive implementation program and estimated budget for bringing the new water supply at Site 10 online.

## **NEW WATER TREATMENT PLANT AT THE DEPOT RD. WELL FIELD:**

For the last six years we have experienced a progressive increase in the amount of iron and manganese in the water from our main well field on Chatham Road which supplies about 60% of our water. Although these compounds are not harmful to drink, they do affect the aesthetics of the water by discoloring it. Iron appears as a red color in the water, and manganese turns the water black. This condition can be overcome to a certain extent by blending the water with well water from our other wellfields, however the concentrations have increased to the point where this is no longer effective.

The Water Department is therefore making plans to construct a water treatment facility using a process known as Green Sand filtration that will remove the iron and manganese from the raw water and has a flow capacity of 6.5 Million Gallons per Day. The overall cost of the facility is projected to be \$4 Million, and last year we are requested a sum of \$500,000 for the facility design and prepare it for bidding. We have achieved 100% design and presently preparing to send out RFP's for bid and be present to Town Meeting for approval

## **WATER STORAGE TANKS:**

The Town presently maintains three water storage tanks that have capacities ranging from 1 million gallons to 1.5 million gallons. During the summer of 2010 we plan to take the tank located on Route 39 off line for approximately three weeks to make some structural repairs and to repaint the tank interior and exterior. The estimated cost for these repairs is \$1,350,000. Our tank maintenance program will continue during the summer of 2010, when we plan to make the same type of repairs to the tank located on Lothrop Avenue.

## **WATER MAIN IMPROVEMENTS:**

During 2009 the Water Department continued our water main upgrade and replacement program by replacing or relining the older water mains in our system. As part of this effort, we are closely coordinating our water main replacement program with the Highway Department by scheduling our construction activities to occur in the same streets that the Highway Department is resurfacing. This coordinated approach to our construction activities therefore results in a large savings to our rate payers.

## **THE DEPARTMENTS WEBSITE**

Websites – [www.harwichwater.com](http://www.harwichwater.com) and [www.harwichgis.com](http://www.harwichgis.com)

If you haven't visited our Department website, we would like to invite you to do so. Our Department is very technically driven and as we move to the

future we strive to continue to enhance our services in this fashion. All of our Department forms and reports are available as well as up-to-date meeting minutes of the Board of Water Commissioners. In addition there are many informational facts how-to instructions that you should find to be very helpful. At [harwichgis.com](http://harwichgis.com) we have a variety of maps and have recently added the Town Assessors maps and an emergency shelters map. You will also find our water system map and many of the Harwich maps; zoning, town owned property, flood area, conservation and recreation as well as road and street maps. Be sure to visit our electronic business front on the Web.

### **HYDRANTS AND VALVES:**

The Department has replaced or installed twenty (20) hydrants this year. We have indentified all hydrants that are in need of replacement. Every hydrant in Harwich has been inspected and exercised this year, and in 2009 we fire flow tested 75% of them and will complete the remainder of testing in 2010.

The Water Department also has an ongoing program for maintaining our valves throughout the system, and during 2009 we added an additional six (6) valves to our infrastructure. This will allow us to isolate smaller areas of Town during water emergencies and to provide even more discrete controls on our flushing program.

### **WATER SERVICES AND LOCK BOXES:**

As of July 1, 2009, our department became the sole installer of new and renewal water services. Previously this work was done by authorized contractors. With qualified staff capable of performing the necessary work this was a successful transition. The other change that came in July 2009 is that we no longer are the holder of keys to seasonal properties that request turn on and turn offs. In an effort to assist our customers and their plumbers, we offered a free lockbox, installation and relocation of their key to the lockbox.

### **VOICE BROADCAST SYSTEM:**

The Voice Broadcast system has become a useful tool in communicating water emergencies to our customers as well as other broadcasts to the general public. Please contact our office at 508-432-0304 x.0 to be sure you are signed up.

### **WATER METER UPGRADE PROGRAM:**

Water Meter upgrades continue on schedule. This is an ongoing program. In 2009, 366 water meters were replaced, of which 41 were newly installed meters for new and/or remodeled homes.

## **RADIO READ INSTALLATION PROGRAM:**

We continue to install radio reads throughout our customer base. In 2009 we installed 1,476 radio reads. To date, 31% of our customers now have radio reads installed leaving 69% to be done in the next few years. The radio read devices accompany the meter and encode, receive, and transmit the data by radio signal. Alleviating staff needed to manually read meters will allow more time for installing and renewing water services as well complete routine maintenance to the distribution system.

## **CONSERVATION PROGRAMS:**

The Harwich Water Department is always looking at methods on how we can conserve water. We ask that you work with us to help conserve water. Even though there is abundance on Cape Cod we should still strive to conserve as much water as possible.

### **Household Tips**

Americans have access to an abundance of water much of the time, so the importance of clean water is often overlooked. For most of us, water use is a habit. We are accustomed to having water available at the twist of a faucet and usually do not think about how much water we use.

### **Average Daily Water Usage**

Awareness is the first step in conservation, please be aware of how much water you use. 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 per year round.

### **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.

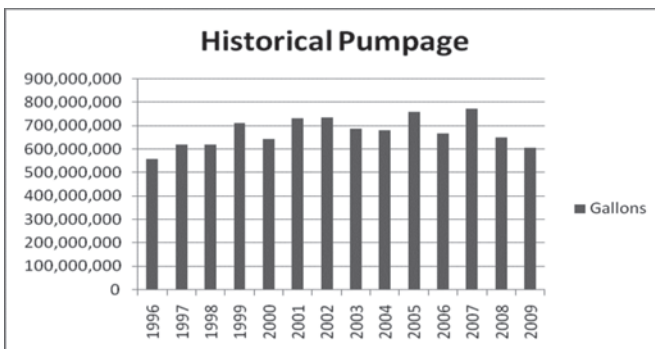
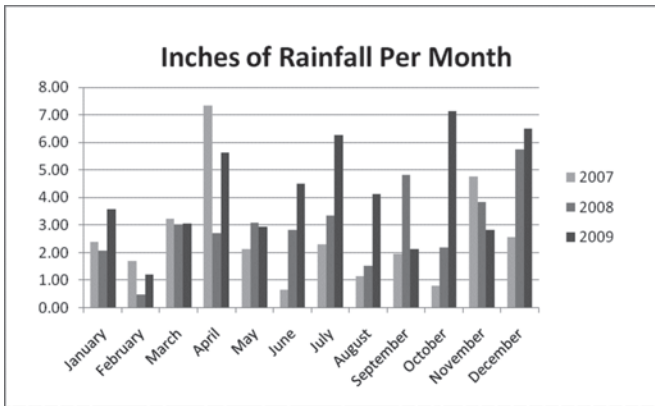
## **SERVICE TIGHT PROGRAM:**

The *Service Tight Protection Plan*; is a water service insurance plan for homeowners and businesses. This plan is designed to protect participants from costly repair or replacement costs in the event of a water service break at their property. In order to notify Town residents and business owners of this new service, the department devised several marketing strategies including; detailed pamphlets, Channel 18 notices, newspapers advertisements, notices on water bills.

## **ELECTRICAL OPERATIONS:**

When our electrician has time we will hire him out to other departments in the Town. We are able to save other department's substantial savings. In most cases, our electrician can respond quicker than an outside contractor. Our electrician has worked for the Police Department, Fire Department, Schools, Golf Course, Library, Town Hall and Harbor Master.

The Town has so much electrical work that they should hire another electrician or allow us to hire another electrician. We could very easily keep two electricians busy throughout the year.



## WATER DEPARTMENT COMPARATIVE TABLE

Year	Rainfall Inches	Gallons Pumped	Maximum Day
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

## ANNUAL STATISTICS OF SERVICES PERFORMED

1.	Frozen Water Meters	5
2.	Seasonal Turn On/Off's	1377
3.	Mark Outs	631
4.	Water Meter Change Outs	550
5.	Water Service Repairs	127
6.	Hydrant Repairs	6
7.	Hydrant Replacement	6
8.	Water Main Repairs	2
9.	Curb Stop Renewals	10
10.	Gooseneck Renewals	8
11.	Property Transfers Requests	278
12.	Water Meters Installed New/Replaced	456
13.	ARB Repairs	35
14.	Radio Reads Installed/Replaced	1476
15.	New Water Service Installations	30
16.	Renewal of Water Services	27
17.	Hydrants Installed	22
18.	Total Usage for Hydrant for Construction	40,692 Gallons
19.	Water Usage for Flushing	7,709,936 Gallons
20.	Installation of Yard Hydrants for Water Samples	8
21.	Total Hydrants in System	1351 Hydrants

## **SUMMARY OF ACCOUNTS FOR FY09**

**Period Ending June 30, 2009**

### COMMITMENTS:

Water Rates	2,530,700	
Commercial Fire Sprinkler	18,590	
Commercial Fire Sprinkler Inspection	600	
Residential Fire Sprinkler	<u>2,880</u>	
TOTAL WATER RATES		\$2,552,770
Repair, Electrical & Misc Service Charges	<u>22,920</u>	
TOTAL SERVICES & MISC CHARGES		\$22,920
Seasonal Charges	<u>67,960</u>	
TOTAL SEASONAL CHARGES		\$67,960
Transfer Charges	<u>23,760</u>	
TOTAL TRANSFER CHARGES		\$23,760
Service Tight Protection Plan	<u>4,981</u>	
TOTAL SERVICE TIGHT PLAN		\$4,981
New Services	17,751	
Renewal Services	3,730	
New Meter Charges	<u>11,105</u>	
TOTAL NEW/RENEWAL SERVICES		\$32,586
Late Fees	30,100	
Other Miscellaneous Fees	<u>100</u>	
TOTAL FEES		\$30,200
<b>TOTAL COMMITMENTS</b>		<b>\$2,735,176</b>
<b>TOTAL ABATEMENTS/ADJUSTMENTS</b>		<b>\$27,595</b>
<b>TOTAL RECEIPTS</b>		<b>\$2,753,956</b>

### **ANTICIPATED ACTIVITIES DURING 2010**

- Repairs and repaint water storage tank
- Construction of the new water treatment plant
- Water main replacement and upgrades

### **CONCLUSION**

As Department Superintendent, I would like to thank the Water Department employees for their teamwork and dedication and the Board of Water Commissioners for their continued support and service to the community and myself throughout the year.

*Craig Wiegand, Water Superintendent  
Board of Water Commissioners  
Donald Bates, Chairman  
Danette Gonsalves, Vice-Chairman  
George Cavanaugh, Clerk*

# *Report of the* **Zoning Board of Appeals**

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**Regular Members:**

Jack Brown – Chair  
Geoff Wiegman – Clerk  
Gary Carreiro  
Richard Flink  
Dr. Murray Johnson

Zoning Board of Appeals

**Associate Members:**

Joseph Campbell  
David Ryer  
Dean Hederstedt

The purpose of the Board is to hear and decide applications or petitions for Special Permits or Variances as empowered under the Massachusetts General Laws, Chapters 40A and 40B, and the Harwich Zoning Bylaws, and to hear and decide appeals from decisions of the Zoning Administrator. It continues to be the goal of the ZBA to enforce the Town's Zoning Bylaws with respect, compassion and professionalism.

There were twelve regular open meetings in 2009. A total of 26 applications were received. Of the twelve Special Permit applications heard, twelve were granted. Of the four applications which combined Special Permit and Variance requests, three were granted a Special Permit (Variance requests withdrawn without prejudice), and one granted a Variance (Special Permit request withdrawn without prejudice). Of the ten requests for Variance alone, eight were granted, one was withdrawn without prejudice, and one was continued to 2010 at the applicant's request. The Board considered no new requests for Comprehensive Permits, but reviewed significant changes to the previously granted Comprehensive Permit for Gomes Way.

There were no new appointments to or resignations from the Board during 2009. The Board is presently short one Associate Member.

Respectfully submitted,

Jack E. Brown, *Chair*



# SCHOOLS

## *Report of the* **School Committee and Superintendent of Schools**

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### **ORGANIZATION FOR THE YEAR 2009**

#### **SCHOOL COMMITTEE**

Ms. Polly Hemstock, Chair	Term Expires 2011
Ms. Sue Daggett, Vice Chair	Term Expires 2012
Mr. Ed Jaworski, Secretary	Term Expires 2011
Mr. John O'Brien	Term Expires 2012
Mr. Thomas Blute	Term Expires 2010

#### **SUPERINTENDENT OF SCHOOLS**

Carolyn M. Cragin, Ed. D.

#### **ADMINISTRATORS**

Clara Blanchard, Director of Curriculum, Instruction and Assessment  
Anthony Teso, Director of Pupil Personnel/Special Education  
Joel Dickerson, Business Manager

#### **PRINCIPALS**

Kevin Turner, Harwich High School  
John Riley, Harwich Middle School  
Samuel Hein, Harwich Elementary School

#### **SCHOOL NURSES**

Jeanne Keefe, R.N.  
Kathy Riley, R.N.  
Karen Bairstow, R.N.

#### **SCHOOL PHYSICIAN**

Andrew C. Rigg, M.D.

## 2009-2010 SCHOOL COUNCIL MEMBERS

### ***High School***

#### Parents

Jackie DeGroff  
Cathy Malone  
Victoria Theoharides

#### Students

Joseph Malone  
Christopher Walkley

#### Staff

Kevin Turner  
John Anderson  
Liane Biron  
Andrea Shedlock

#### Community Representative

Jennifer Legg  
Mary Clarke

### ***Middle School***

#### Parents

Brenda Norcott  
Elaine McNamara  
Michele Minshall  
Mary Pandiscio

#### Staff

John Riley  
Andrew Matheson  
Denise Creedon  
Mark Hurrie

### ***Elementary School***

#### Parents

Melanie Bach  
Nicola Fallon  
Danielle McKenna  
Stacy Brackett

#### Staff

Samuel Hein  
Melissa Brady  
Myra Belliveau  
Melissa Peterson

## SCHOOL CALENDAR 2009-2010

School Opened Wednesday, September 9, 2009

Year Planned: 180 Days

### SCHOOL YEAR

September 9, 2009.....December 23, 2009

January 4, 2010.....February 12, 2010

February 22, 2010.....April 16, 2010

April 26, 2010.....June 23, 2010

### SCHOOL IS NOT IN SESSION

In-Service	½ day Friday, October 9, 2009
Columbus Day	Monday, October 12, 2009
Veterans' Day	Wednesday, November 11, 2009
Thanksgiving Recess	Thursday & Friday, November 26 & 27, 2009
Holiday Recess	Thursday, December 24, 2009-Friday, January 1, 2010
In-Service	Friday, January 15, 2010
Martin Luther King Day	Monday, January 18, 2010
Winter Recess	Monday, February 15-Friday, February 19, 2010
In-Service	½ day Friday, March 5, 2010
Good Friday	Friday, April 2, 2010
Spring Recess	Monday, April 19-Friday, April 23, 2010
Memorial Day	Monday, May 31, 2010

### 2009

September	16
October	21
November	17
December	<u>17</u>
	71

## 2010

January	18
February	15
March	23
April	16
May	20
June	<u>17</u>
	109

### HARWICH PUBLIC SCHOOLS

Enrollment as of October 1, 2009

#### Harwich High School

Grade 12	99
Grade 11	91
Grade 10	80
Grade 9	<u>96</u>
	<b>366</b>

#### Harwich Middle School

Grade 8	99
Grade 7	92
Grade 6	<u>98</u>
	<b>289</b>

#### Harwich Elementary School

Grade 5	104
Grade 4	118
Grade 3	104
Grade 2	107
Grade 1	96
Kdg.	105
Pre-K	<u>42</u>
	<b>676</b>

**Total 1331**

## **ANNUAL REPORT OF THE HARWICH SCHOOL COMMITTEE**

The Harwich School Committee has been very active this year, concentrating on the areas of facilities, budget, and academics.

In the area of facilities, the primary effort has been focused on the high school. This is an ongoing process that could take several years to complete. The high school was placed on warning status by NEASC, primarily based on issues related to the physical facility, saying it is lacking in the type of facilities needed for providing our students with a 21<sup>st</sup> century education. A Building Needs Study committee was appointed by the Board of Selectmen and in the end, their report called for a new building.

The Massachusetts School Building Authority reviewed the Harwich Public Schools' application for consideration of a new high school building and put it on hold. Harwich was told to investigate regionalization with Chatham before any decision would be made, as part of the statewide focus on regionalization as a solution to the cost issues in education. Superintendents and administrators from both districts determined there was both interest and educational benefit to investigating a joint district. The Regionalization Study Committee, made up of 3 representatives from each town, was appointed by the respective town moderators and has begun meeting on a monthly basis, alternating meeting between the two towns. Potential outcomes include the formation of a joint Harwich/Chatham regional district for middle school and high school if approved by both town meetings. If that option is not approved, Harwich could be allowed to build a new middle school /high school campus, with MSBA financial support. Additionally, MSBA could tell us to renovate the high school and provide financial support; however the decision to pursue that course of action is no longer up to the Town of Harwich.

A website has been launched to keep us all up to date as the process develops – the website is: [www.chathamharwich.org](http://www.chathamharwich.org)

Additional focus on facilities at the elementary and middle schools has resulted in a decision to return the fifth grade to the middle school in September 2010. This has involved a participatory process with parents, staff and administrators meeting to help the transition be as smooth as possible. This move will allow the fifth graders improved educational opportunities and alleviate space issues at the elementary school, addressing concerns around Special Education guidelines.

The Harwich Elementary School is the recipient of additional solar panels installed on the roof courtesy of Cape Light Compact. The panels will benefit the schools by providing a science and ecology lesson on site and will benefit the entire town by generating electricity. The School Committee wishes to express our sincere thanks to Cape Light Compact for this project.

The preparation of the annual budget continues to be a challenge for the schools and all the other municipal departments. The FY 2011 budget was prepared with strategy that includes taking advantage of all cost savings and efficiencies available. A large factor was the impact of federal stimulus funds that will not be available next year. We continue to focus on maximizing school choice “in” available slots wherever possible. We have attempted to maintain current staff levels, continuing to deal with the effects of reductions made over past several years

Last and certainly not least, we are pleased and proud to report that Harwich High School has been named among the best high schools in the country in the third annual listing by the U.S. World and News Report magazine. Schools were selected on the principle that a “great high school must serve all its students well, not just those who are college-bound” and that it must be able to produce measurable academic outcomes to show the school is successfully educating its student body across a range of performance indicators. Harwich High School was among only 19 high schools in Massachusetts that were ranked as silver schools and one of 1,787 U.S. schools that won a gold, silver, bronze and honorable mention award in the magazine’s listing. Less than 10 percent of the more than 21,000 U.S. public high schools scored high enough in the ranking methodology to win a medal. Only two other Cape schools were included. Last year Harwich High School was named “most improved school” in Massachusetts in a study published in Business Week. We are extremely proud of this latest accomplishment and congratulate the students, staff and administration for this well deserved recognition.

We are equally proud of and would like to congratulate the 26 Harwich High School students who were awarded the John and Abigail Adams scholarships this year. The number of students has increased over last year and represents over a quarter of our seniors this year.

Committee member Mark Russell “retired” this year and the Committee offers our sincere thanks to Mark for his many years of service. We also welcomed back former school committee member John O’Brien ending his brief retirement last year.

The Harwich School Committee applauds the efforts and accomplishments of our administration, teachers, support staff, volunteers, our students and their families and the many community members that contribute to the educational experience here in Harwich.

Respectfully submitted,

Polly Hemstock, *Chairperson*

Sue Daggett, *Vice Chairperson*

Thomas Blute, John O’Brien, Ed Jaworski, *Committee Members*

## **REPORT OF THE SUPERINTENDENT OF SCHOOLS**

### **Harwich Public Schools Mission Statement**

*The mission of the Harwich Public Schools, in partnership with the community, is to foster an education environment where students come first.*

*We will instill in all students the lifelong desire to achieve to their fullest personal potential while gaining the literacy and computational skills required to function as contributing citizens in the 21st century.*

*To accomplish this, the Harwich Public Schools will create a caring and supportive environment that nurtures the development of character, enthusiasm for learning and an appreciation for life.*

### **Small community...big opportunities**

In a small and caring community, the Harwich Public Schools strive to foster achievement for all students and to challenge students to explore opportunities that will expand their horizons and enrich their life experiences. The goal of increasing and improving the opportunities and support we provide the children of Harwich has shaped the year 2009 in the Harwich Public Schools. Working to improve student opportunities and achievement, manage available resources effectively and efficiently, and plan for the future of the school district to ensure continued growth and success. This year of challenges, accomplishments, and growth has featured enhanced academic programs, expanded integration of instructional technology, and impressive achievements by students in classrooms, on playing fields and stages, and in community service. Despite a difficult economic environment, with the support of the community and the commitment of the staff we have maintained programs and opportunities for students.

### **Teaching and Learning**

The standards established in the Massachusetts Curriculum Frameworks and assessed by MCAS serve as learning targets for the Commonwealth's schools and constitute the foundation for curriculum and instruction. By examining student achievement data, educators adjust instructional strategies to increase students' attainment of proficiency in the standards. During 2009 teachers and administrators at all schools continued their strategic efforts to identify student needs and to implement supports and interventions to enhance student learning.

Ensuring educational excellence throughout the district requires communication, coordination, and collaboration that support vertical articulation from preschool to graduation. The Harwich Educational Council, composed of district leaders and teachers and administrators from each school, guides the instructional process for the district. The council is the

central leadership group for planning and implementation of curriculum initiatives and has focused its efforts on effective implementation of standards-based teaching and learning.

Fall of 2009 brought special recognition for Harwich High School which was awarded a silver medal by *US News and World Report* in its “Best High Schools” program. The magazine evaluated 21,000 public schools across the US, and Harwich was one of only 461 schools selected to receive a silver medal.

Each year an exceptional senior is selected for the Superintendent’s Scholar Award. The criteria for selection include outstanding academic achievement, participation in extracurricular activities, and service. Accomplishments in academics, arts, and athletics earned Abigail Hynes-Houston the 2009 Superintendent’s Scholar Award. Currently ranked second in her class and the winner of a John and Abigail Adams Scholarship, Abigail has demonstrated commitment and excellence as a student, taking nearly every Advanced Placement course offered at Harwich High School. As a junior she was selected to participate in Girls’ State, where in addition to the regular activities she took advantage of the special online program *Citizenship, Leadership and Community Service* offered through Clemson University. Her pursuit of excellence extends from the classroom to field hockey, track and instrumental music, where she has dedicated her time and talent performing in the pit band for musical productions by the arts department. Volunteer service outside the schools reveals her dedication to the community and environment.

## **Finance**

The school budget represents an investment in the future and reflects the community’s commitment to its children. The development and presentation of the FY 2010 budget were distinguished by their progressive design – a purposeful statement of district needs intended to ensure community awareness of critical steps in a process of institutional improvement. A central principle in the budget planning was the importance of providing the children of Harwich with the resources necessary for a productive 21<sup>st</sup> Century education. The original progressive budget proposal of an 8.38 percent increase included a realistic acknowledgement that available funding in a difficult economy would necessitate adjustments to the original proposal. The budget presented to the community was generated through a collaborative process with administrators and was guided by school committee priorities. Similarly, the eventual budget reductions identified by the administrative team were strategic decisions intended to preserve programs and maintain momentum. Meetings with the town finance team helped establish a cooperative environment for school support despite the challenges of funding education with limited resources.



## **School Choice**

Since FY 05, the number of students from other communities who enroll in the Harwich Public Schools through the School Choice program has doubled, from 62 to 121 students per year. The efforts of administrators and staff to communicate the strengths of the district and address its weaknesses have resulted in significant gains in School Choice participation and \$724,164 in tuition income to the district in FY 09. These funds support programs including elementary foreign language and reading support for kindergarten children.

## **Instructional Technology**

Effective implementation of instructional technology in Harwich classrooms continues to be a priority for investment and professional development. This year saw more technology in classrooms, including interactive SmartBoards and Eno Boards, designed to enhance instruction and increase access to teaching and learning resources. With the support of the instructional technology specialist, teachers and students at every level explored the opportunities of 21<sup>st</sup> Century education.

The Harwich Public Schools' website [www.harwich.edu](http://www.harwich.edu) continues to grow and improve, providing increased access to important information about our schools to students, parents, the community, and other interested Internet users.

## **Grade Configuration**

After extensive study of classroom space and student opportunities at the elementary and middle schools, a representative district committee recommended that the fifth grade return to the middle school following five years based at the elementary school. Concerns with inadequate elementary classroom space for special education classes and the advantage of increased programmatic opportunities for fifth graders at the middle school were central to the committee's recommendation. With the school committee's approval of the proposal in October, plans for the fall 2010 transition to a PreK-4 elementary school and 5-8 middle school are well underway to ensure a positive experience for students, parents and staff.

## **Regionalization**

Declining student enrollments on Cape Cod and the budgetary challenge of maintaining a wide range of high quality programs and resources for children led to formal school regionalization discussions between Harwich and Chatham. Town meetings in both communities voted to establish the Chatham Harwich Regional School District Planning Board, composed of three appointed members from each town. Harwich representatives include Jack Brown, co-chair, Tom Blute, and Bonnie Loedel. The board began monthly meetings in September and will research the benefits and challenges of regionalization and make a recommendation to the communities whether to move forward with the development of a regional school district. A

recommendation to regionalize would require approval by both town meetings. A Chatham Harwich Regional School District Planning Board website at [www.chathamharwich.org](http://www.chathamharwich.org) has been established to provide both communities with information and news about the process.

## **Staff**

The year 2009 brought the final days of rewarding careers for seven members of the Harwich school family who retired after a combined total of 107 years of service to the community. Our thanks and best wishes for healthy and happy retirements are extended to:

Carolyn Broderick	Superintendent and School Committee's Administrative Assistant
Patricia Cavanaugh	Harwich Elementary School Teacher
Jacqueline Costello	Harwich Elementary School Speech and Language Therapist
Joe Ferreira	Harwich Middle School Custodian
Gerald Frawley	Harwich Elementary School Custodian
Julie Hall	Harwich Elementary School Assistant Principal
Kathy Peterson	Harwich Middle School Principal's Administrative Assistant
Michelle Stalker	Harwich High School Guidance Administrative Assistant

An impressive group of promising and committed teachers joined the faculty of the Harwich Public Schools in September 2009. Our new mentoring program is designed to facilitate their integration into our schools and to provide guidance and support for their professional growth and accomplishments in the district. Marcy Dugas joined the administrative team as assistant principal at Harwich Elementary School, bringing extensive classroom experience as a kindergarten and fourth grade teacher. We are pleased that they have chosen the Harwich Public Schools, and we welcome them to the school community.

The Harwich Schools have continued to pursue success for all students in academics, arts, athletics and life. Each year brings a unique set of challenges and opportunities, and we are both proud and grateful that the collaborative efforts of the Harwich community members, parents, teachers, support staff, and administrators consistently demonstrate the value of a small, caring school community working together to benefit children.

Respectfully submitted,

Carolyn M. Cragin, Ed.D.  
*Superintendent of Schools*

## **REPORT OF THE BUSINESS MANAGER**

I am pleased to present to the townspeople of Harwich the Annual Report of Operations of the School Business Office. The following is a summary of the pertinent events that occurred during the 2009 calendar year:

During this past year, the School Business Office, in conjunction with the Superintendent of Schools, continued to provide the School Committee and the building administrators a detailed monthly financial status of the school department budget. This information was provided at School Committee meetings and culminated with a year-end summary presented at the July School Committee meeting. At the close of the 2009 fiscal year, the school department ended the year with a budget surplus that was returned to the Town's general fund.

Cape Destinations has continued to provide outstanding bus transportation services for our students. A new three-year contract was approved to begin July 1, 2010.

The Food Services staff under the direction of Nancy DeSiata made significant improvements in the preparation of healthy and distinctive meals. Our dedicated school cafeteria workers serve a variety of breakfast and lunch menu options. The number of meals sold daily has continued to rise and students also have actively participated in the meal selection. Nancy DeSiata and her staff have made an outstanding effort to ensure quality and satisfaction. A much needed new kitchen hood was installed in the high school to ensure fire safety building requirements.

Technology improvements continue to be an important function of the school business office. A significant amount of computer hardware and software technology has been purchased and introduced into the classrooms as a result of the technology articles. Wireless connectivity improvements have continued to extend internet access throughout the district. The outstanding efforts of our technicians Tom Underwood and Terry Van Essendelft are to be recognized.

The maintenance and custodial staff were able to accomplish many necessary repairs. These repairs included refinishing the gym floors, replacing lighting and ceiling tiles, painting and other general repairs and improvements. General repairs were also made at the NEED Collaborative in Truro. Several improvements were made to the heating and ventilation systems at each school. Emergency lighting and other electrical repairs were also completed. The efforts of Bob Garofalo, David Demers, and Rick Sirois of maintenance, and lead custodians Chuck Potter, Chris Johnson, and Jim Wilcox as well as their staff are to be commended.

The business office staff continues to assist the superintendent in the financial oversight of the Harwich Community Learning Center (HCLC) program. This program provides much needed extended school day, enrichment services, and adult education options to the parents and students of Harwich. The Harwich Public Schools continues to file for Medicaid reimbursements for services delivered to our schools Medicaid eligible population.

Thank you to the fine, hard working, and professional staff of the business office who perform essential functions on a daily basis. The efforts of Nancy Curry, Payroll and Personnel, Susan Held, Bookkeeper, and Mary Bantick, Secretary are greatly appreciated. Their energy and dedication deserve recognition.

Respectfully Submitted

Joel Dickerson  
*Business Manager*

## Harwich Elementary School

The 2009 calendar year began in a momentous and historical fashion. The election of President Obama, along with the economic crisis our nation faced, bridled our enthusiasm and hope with fiscal reality. Harwich Elementary School embraced these challenges with renewed hope as we continued to build on the educational foundations and progress of years past. As our mission states *"in partnership with the community"*, a broader range of educational and technological opportunities were offered to the children of Harwich in preparation for citizenship in our global society. These efforts have and will always be driven by the vision of becoming *"one of the most highly respected school districts in the state of Massachusetts"*.

Interactive "white boards" or "Eno boards" were installed in every grade to complement the portable "Smartboard" technology introduced last year. Funding through a technology article approved at town meeting, allowed us to outfit a third of the elementary classrooms with student computer stations and teacher laptops. With continued community support, our goal to fully mobilize and modernize every teaching station at the elementary school within three years will be attainable. The elementary school was also outfitted with 'wireless' technology allowing all students and their teachers to access the internet from any location in our building. The installation of a large screen and projector on the stage of our multi purpose room, allows these technological opportunities to be used with a larger student audience and the community when necessary. Technological advances continue to provide our students and teachers with the instructional opportunities for a truly global education. Teachers eagerly took advantage and continue to benefit from a variety of trainings offered by our district's technology specialist, *Jim Birchfield*. Websites are regularly being updated at each grade level to enhance the home/school relationship and we are increasingly activating learning for the students as teachers refine their lessons and units incorporating this technology.

The 2007 *Vanguard Award in Science and Technology* recognized the strength of our educational programs and this year we were honored to receive a \$7,100 grant ('09-'10) from the *Wellfleet Audubon Society*. This grant will directly support in-class and "hands-on" field experiences for our current 5th grade students. These environmental and natural history educational experiences will prepare our students to become tomorrow's decision makers and stewards of our environment by developing a greater appreciation and understanding of Cape Cod's natural heritage. Connections with local environmental sites and agencies, coupled with regular curriculum opportunities, such as the NEED Collaborative "*Truro*" experience, enhance the learning experience in science and technology and are unique to Harwich.

It should be noted that in these fiscally challenging times, this year alone, we have been the recipients of over \$10,000 in grant funding. Many of these grants were applied for directly by teachers and were awarded to support the curriculum and educational experience of their students. Coupled with the efforts of our PTA, Harwich students continue to benefit from a variety of educational and cultural programming both within and outside the building.

As a professional learning community, we are developing a greater and shared understanding of the instructional strategies used within the district. Our District's Educational Council formed two separate K-12 sub-committees during the year. The K-12 English Language Arts (ELA) sub-committee focused on the writing process taught across the curriculum. The Math sub-committee worked on identifying a vertical alignment of the Massachusetts Mathematics Standards taught and instructional practice employed. With our continued efforts to delineate grade level expectations, measure student progress and develop strategies and lessons/ units for instruction, our students will become more proficient in each content area. Keeping the NCLB (No Child Left Behind) mandate in mind, these efforts coupled with our annual analysis of MCAS and other norm referenced data collected, we will continue to meet and exceed our state benchmarks.

Celebrating reading supports our annual focus on improving literacy. At the beginning of 2009, we renewed our daily reading challenge for students and began tabulating their minutes of reading. In celebration of reading over 300,000 minutes, every reader was invited to dress up as our favorite character on "Read Across America" Day. Bringing their literary characters to "life" for the day was truly memorable.

Early in the year, a committee was formed to study the grade current PK-5 & 6-8 grade configuration. This committee, comprised of parents, teachers, administrators and school committee members, met regularly throughout the year, analyzed research and surveyed parents. Based on their findings and after a number of public forums were held, the School Committee voted in October '09, to relocate the 5<sup>th</sup> grade back to the middle school as of September of 2010. Administrators and School Councils from both the middle and elementary schools worked together to develop a transition plan that would best meet the needs of all students, parents, staff and administration. Components of this plan were implemented immediately and will continue to be refined throughout the school year.

For the continued safety of our children, our student drop-off and pick-up procedures were improved. Buses now use the main entrance of the school to drop-off and pick-up their students. Parents enter via the middle school entrance and use the side "lower & upper canopy" for student drop-off and

pick-up. With the cooperation of our town's safety officials we continue to monitor these changes. We thank the community for their understanding and support of our efforts to ensure the safety of all in our schools.

The 2008-2009 academic school year closed with students' artistic talents on display at our annual *Spring Arts Festival*. In coordination with the middle and high school, fifth grade students participated in *Step-Up Day*. A final assembly with 5<sup>th</sup> grade students and their parents/guardians offered us the opportunity to reflect on all the students' achievements and recognized their individual or collective efforts. On the last day of school and with the help of our departing fifth grade student leaders, all students in Kindergarten through fourth were introduced to their next year's teacher and classmates. This provided an opportunity to begin making those important connections for the upcoming year.

The *Brooks Medal* is a tradition in Harwich which was established in 1887 in the will of the late Henry C. Brooks. The award is presented to "the pupil in each school who is most proficient in composition and letter-writing and most excellent of behavior."

The 2009 *Brooks Medal* was awarded to fifth grader, *Samantha Minshall*.

We extend our deepest gratitude to *Patricia Cavanaugh, Jackie Costello and Julie Hall*, for their many years of service and dedication. Their retirement and many years of service can never be replaced but has allowed us the opportunity to build on an already strong foundation and grow with new staff.

Over the summer, the administrative team welcomed our new Elementary School Assistant Principal, *Marcy Dugas*. The school community also welcomed in September, Speech & Language Pathologist, *Laura Weatherup* and School Nurse, *Kathy Riley*.

We are thankful for the ongoing support of our PTA leadership and for their tireless efforts to improve the educational experience for the students. We welcome back Co-President *Kelma Dever* and new Co-President *Mary Pandiscio*, thanking past Co-President, *Kathy Healy* for her service and tenure in this leadership role. Many "Theme based" fund raising events were held between the elementary and middle schools. The connection between home and school was regularly reinforced. The ongoing support of our PTA throughout the year is a vital component to our educational program.

We were very excited with the development of our Title One summer Reading, Writing & Math camps. Each session was a week-long and all the activities including field trips revolved around a theme (Clams, Baseball &

Pirates). These integrated experiences provided a fun and interactive opportunity to support the student's skill development and minimize regression. A memorable week for all that participated.

The summer also provided the faculty with an opportunity to plan and prepare for the next school year. Teachers participated in numerous professional development opportunities from graduate work, curriculum development to developing lessons and units geared to improving student achievement. A week long Math institute with *Mahesh Sharma*, allowed teachers to work with individual students, identifying their strengths and weaknesses in mathematics and developing instructional strategies to remediate or enrich their skills. This experience not only directly supported those students and teachers but incorporated a home/school connection by inviting and sharing the learning experience with their parents/guardians. With experiences like these, we will continue to improve student learning and achievement here in Harwich.

The summer closed with fifth grade student leaders providing tours for new students and their families during our *New Student Orientation* day. New kindergarteners were invited to our 2<sup>nd</sup> annual 'play date' before their school year started in September. This proved once again, to offer an opportunity for classmates and parents to make new connections before the school year began.

In September '09 we opened the school year with 701 students. Harwich Elementary School continues to draw students from neighboring towns. We opened the school year welcoming 67 School Choice students to our elementary school.

A curriculum, "*Music Works*" designed for elementary students and subsidized by the *Cape Cod Symphony Orchestra*, was introduced on the first day back to school in September. Immediately after the morning announcements, *Mr. Ressler*, our music teacher, introduces a composer and highlights components of their composition before the selection is played for all to listen to. Research indicates that this daily activity not only activates but enhances learning. Incorporating this morning routine has proved to be an enlightening and meaningful experience to all who actively listen.

We are grateful to Harwich Elementary School Council parent representatives, *Melanie Bach* and *Stacey Brackett* for their dedication and service towards improving the educational experience of our students over the past few years. We welcome parent representative, *Jody Kelly* and teacher representative, *Erin Cronen* who will join the council serving a three year term.



In coordination with the Town's Health Department, we provided an after school H1N1 flu vaccination clinic with follow up clinic in January 2010 to provide the youngest children their 2nd dose.

Lastly, we closed the calendar year with a display of art, music and good will from our school community. Selected student art work was featured at the *Cape Cod Museum of Art*. This art exhibit displayed K-12 students' art work from all Cape & Island school districts. The entire third grade performed a *Winter Concert* for family and friends. Our fourth and fifth grade chorus, guided by our music teacher, *Tim Ressler*, visited neighboring retirement communities, singing to its residents to deliver good cheer and holiday wishes. Donations collected by students and the school community as a whole, benefit a number of charitable organizations and continue to demonstrate the caring nature of our school community. These efforts annually coordinated by individual grades, identified agencies to support, such as the Harwich Food Pantry and Children's Hospital. Once again, through the generosity of faculty and staff, our *Angels and Elves* were able to make the holidays a little brighter for many children.

I submit this annual report with thanks to the entire community, faculty, administrative team and most importantly, the students. Your hard work and continued support throughout the 2009 year has made it a truly memorable one.

Respectfully submitted,

Samuel F. Hein, *Principal*  
*Harwich Elementary School*

## Harwich Middle School

The Harwich Middle School continued to be guided by its mission statement and core beliefs in the midst of a change of leadership. The mission statement states: **“We seek to bridge the years between childhood and adolescence in a safe environment that promotes life long learning, academic excellence and a concern, tolerance and respect for all”**. Core beliefs that were continued this year were the promotion of a safe environment, life long learning, academic excellence, and respect for all. I was happy and challenged to start my second year as principal on July 1<sup>st</sup> and Sean Fleming started his second year as the half-time assistant principal also on July 1<sup>st</sup>.

New staff hired this year included Elaine Griffith as the new computer teacher for grades six, seven, and eight. Jan Barton, Peter Gonnella, Sally Davol, and April Buffington were hired as a long term substitute teachers and teaching assistants to cover staff leaves of absence.

The School Council began its meetings this fall with several members consisting of teachers, parents, and a community representative. Teachers represented on the Council were Denise Creedon, Andy Matheson, and Mark Hurrie. Parent members included Elaine McNamara, Brenda Norcott, Michele Minshall, and Mary Pandiscio. Andy Matheson remained the co-chair of the School Council. The two priorities for the Council were the school improvement plan and the school budget. The school improvement plan was revised this year in order to bring more focus on student achievement in the areas of Math and English Language Arts, which were the first two goals of the plan. The third goal was improving communication as a school. The School Council continued to be committed to the challenge of high student achievement for all students with the resources the budget provided for the school community.

Students participated in several offerings throughout the school year which enhanced the mission of the school. Many students received recognition as honor roll students and students of the month. Many teachers also mailed “Good News” postcards to parents to inform them of the progress their children were making at school. Students participated in several extra curricular activities such as sports, drama, yearbook, student council, school store, H.U.G.S. (Harwich United for Giving Service), newspaper. Several students participated in the spring play “S’Cool,” which is highlighted on YouTube. Sixth grade students experienced “The Nutcracker” at Cape Cod Community College. Sixth and seventh grade students were guests of the Harwich High School during their presentation of the play “Ghost Train.” The annual holiday concert in December consisted of chorus and band members

who displayed their talents for the community. Grade seven students had their week-long experience at the NEED Collaborative Program in Truro, where students experienced hands-on outdoor science activities that enhance their science learning.

Parent involvement was encouraged on an ongoing basis not only with the School Council, but also with the many activities and fund raisers that were planned by the Elementary/Middle School PTA. Parents assisted during the PTA Book Fair, Holiday Bazaar and the Innisbrook fundraiser. These events and many others helped defray the costs of field trips during the school year.

An open house in September was well attended with teachers sharing with parents many of the highlights of the curriculums they were responsible to implement throughout the school year—Reading, English, Math, Social Studies, Science, Physical Education, Art, Music (including band and chorus), Industrial Arts, Computers, Library, and Health/Nutrition. Parents also were informed of many other services that are available such as special education, Wilson reading, speech and language services, occupational therapy, physical therapy, English Language Learner services. Parent conferences in November were well-attended with parents being able to have up to a ten minute conversation with their child's teacher on the progress of their child.

A decision was made by the School Committee in October that grade five would transfer from the elementary school to the middle school starting next year. An open house took place in December which invited fourth and fifth grade families to come and tour the facility. A \$10,000 Science grant was awarded to the middle school in the fall along with a \$150 grant from Cape Cod Savings Bank.

These highlights and many similar ones throughout the school year have advanced the mission of our school and have made Harwich Middle School a proud member of the Harwich town community.

Respectfully Submitted,

John Riley  
*Principal, Harwich Middle School*

## Harwich High School

### MISSION STATEMENT

*Harwich High School shares a commitment with the community to create a safe and supportive learning environment where all students may develop to their fullest academic, social and personal potential.*

#### **“Committed to Success”**

**As Harwich High School students we are:**

##### **Academic**

- Active learners
- Effective communicators
- Critical researchers
- Creative thinkers
- Problem solvers
- Skilled collaborators

##### **Social**

- Respectful of self and others and responsible for making healthy choices

##### **Civic**

- Appreciative of the uniqueness of Cape Cod and contributors to the welfare of the community

It was another outstanding year for student achievement at Harwich High School. In February of 2009 Business Week Magazine recognized Harwich High School as the **Most Improved Public High School in the Commonwealth of Massachusetts** for 2009. This was followed by U.S. News and World Report naming Harwich High School as one of the top 23 high schools in the state awarding them a **Silver Medal Rating** in their December 2009 edition. U.S. News and World Report based this honor on college readiness of Harwich High graduates, AP scores of current and former students, and state standardized tests (MCAS). Distinctions well deserved for the dedicated staff and committed students of Harwich.

Not only do Harwich High School students thrive academically, they are also very conscious of the community in which they live as the caring and supportive environment that is Harwich High School was on display throughout the past year. From the sixth annual **Leadership Lock-In** in November involving over a quarter of our students and staff, to hosting the **Second Annual Special Olympics School Day** Games, Harwich High School students demonstrated what truly sets our school apart.

Continuing to take the lead and play important roles across the Cape and Islands, Harwich High School students were actively involved this past year in the Barnstable County **Youth Congress**, Barnstable County **Human Rights Commission** and the Barnstable County **Youth Summit**.

The Harwich High School chapter of **STAND (Students Taking Action Now: Darfur)** has had another successful year of raising money and awareness to combat genocide. In the spring we hosted concerts and talent shows, as well as going to the State House to testify in favor of a bill to mandate genocide education in our state's schools. Over the summer, we held a dinner/concert with folk singers Sarah Lee Guthrie and Johnny Irion that raised over \$4000 to help our sister school at Djabal Refugee Camp in Chad. In November of 2009 we sent our second delegation to the national STAND conference in Washington DC, and are planning a Genocide Awareness Week and Fast for this December. During the summer, 2009 graduate Mackenzie Hamilton traveled to Rwanda with a national youth delegation to work on post-genocide recovery projects. We are in the process of expanding our focus to include the situations in Burma and Congo, as well as Sudan. Overall, our students continue to show a passion for the anti-genocide cause as they sacrifice and dedicate themselves to help those suffering thousands of miles from Cape Cod.

In January of 2009 Principal Turner led a group of 18 students to the **Inauguration of President Obama**. The students spent four days in Washington, DC sightseeing and participating in the Inaugural festivities.

In April of 2009 freshman from Plymouth South, Plymouth North and Harwich High School attended a **Freshman Leadership Academy** at Sandwich High School. It was a wonderful opportunity for our freshman to develop leadership skills they can bring back to Harwich and build on with their peers.

In May 2009, **Joseph P. Kennedy III** visited Harwich High School to kick off Congressman Delahunt's push for renewed interest in the Peace Corps and service to our country. This new initiative includes expanding AmeriCorps to 250,000 slots and doubling the size of the Peace Corp. President Obama's plan calls for the Edward M. Kennedy National Service Act, a sweeping bill that includes a Peace Corps expansion. The son of the former Congressman and grandson of Robert Kennedy spoke to a packed auditorium on his experience in the Peace Corps and what role it shaped in him becoming the person he is today.

Staff members Liane Biron, Deb Donovan and Rose Richard accompanied approximately thirty art and music students on a trip to **New York City** in

May of 2009. A variety of theatre, music and art experiences were included in the trip. **Harwich High School Friends of the Arts** helped students raise money for the trip with a gift basket raffle and ad booklet for the spring musical/fall play

In September 2009, Harwich High School announced that William Martin has been named a **Commended Student in the 2010 National Merit Scholarship Program** for his outstanding PSAT scores.

In December of 2009 HHS students and staff participated in **Cultural Sensitivity and Diversity Awareness Day**, facilitated by senior Peer Leaders Joseph Rebello and Adrianna Ramirez. Funded by the GALE fund and the Cape Cod Foundation, guest speakers made presentations and breakout sessions were conducted to bring to light the importance of a diverse community in support of educational excellence. Understanding that students must feel safe and accepted before they can be challenged academically and socially were key aspects of this training.

In January of 2010 senior Abigail Hynes-Houston was honored by Superintendent Dr. Carolyn Cragin with the **2009-2010 Superintendent's Scholar Award**. This award is given annually to an outstanding member of the current senior class who positively contributes to the greater school community and is one of the top three academic students in the class.

The **Harwich High School Council** has aggressively addressed many issues over the past several years to ensure academic excellence in our school system. This years Council consists of: Kevin Turner (Principal), Jackie DeGroff, Cathy Malone, Victoria Theoharides, (parents) Mary Clarke, Jen Legge, Pete Piekarski (non school members), Joseph Malone, Christopher Walkley (students), John Anderson. Liane Biron, Andrea Shedlock (staff).

This year the School Council submitted a School Improvement plan that included:

- 1) Continued improvement on MCAS scores.
- 2) Evaluate the integration of educational technology in this school.
- 3) Increasing academic rigor beyond graduation requirements.
- 4) Continuation of Freshman Team and pilot Sophomore Team.
- 5) Continue to support the high school's Community Service Learning requirement

The following seniors qualified for the **John and Abigail Adams Scholarship Award** for outstanding MCAS scores. The Adams Scholarship offers four years of free tuition to full-time students attending any University of Massachusetts campus, or any participating state or community college:

The 26 students are among the sixth class being awarded this scholarship include: Claire Bangert, Dustin Beaudoin, Kylie Daniels, Jaime De Souza, Colton Ellison, Mary Hall, Abigail Hynes-Houston, Joseph Malone, Meredith Mason, Donald McCullough, David McWilliams, Ramsey Musk, Fiona O'Connor, Nell O'Connor, Nicholas Peterson, Robert Pirtle, Joseph Rebello, John Rendon, Samantha Sawyer, Ellyn Schmalzer, Siobhan Smith, Alexa Theoharides, Janelle Veary, Christopher Votteler, Christopher Walkley, Carl Wildman

Congratulations to three Harwich High School students who have been chosen as finalists in the **Cape Cod Chronicle Christmas Gift Guide Essay Contest**. Cash prizes were awarded to Abigail Hanus, Michael DeMayo and Tyla Berbig. Their essays were published in the Cape Cod Chronicle on Thanksgiving Day, November 26<sup>th</sup>. Editor, Tim Wood states, "We're always happy to invite students to exercise their creative skills through our contest."

The English department had several students receive recognition in the **Letters About Literature** contest under the auspices of teacher Karen Kelly. Harwich High School sophomore, Kelly Cormier received Top Honors in the *Massachusetts Letters About Literature* competition, sponsored by the Massachusetts Center for the Book.

Twelve students from Harwich High School have earned **AP Scholar Awards** in recognition of their exceptional achievement on AP exams taken last spring.

Students qualified for the AP Scholar Award by completing three or more AP Exams with a score of three or higher (scored 1-5).

The AP scholars are: Class of 2009

Charles Wimberly- Gordon College  
Robert Peacock- UVM  
Laura Gross- Boston University  
MacKenzie Hamilton- Smith College  
Amira Downes- Boston University  
Christine Clarke- Boston University  
Devon Chiappetta- Travel Abroad Program  
Jaclyn Brown- Fairfield University

### Class of 2010

Fiona O'Connor  
Abigail Hynes- Houston  
Ramsey Musk  
Dustin Beaudoin  
William Martin \*(scored perfect 800 on Math SAT)

The “**Just a Good Kid**” award was presented to Sofia Baraklilis and Alexandra LaBelle, both Harwich High School seniors on April 2, 2009. Sophia was applauded for her more than 700 hours of volunteer work at Cape Cod Hospital and Alex was praised for her longstanding efforts working with elementary school youngsters in the Harwich after school program.

Dustin Beaudoin and Jeffrey Strome were selected as representative and alternate respectively for the **2009 Student Government Day in Boston.**

The Harwich High School Hall of Fame Committee has announced its fifth class of inductees to the **Harwich High School Hall of Fame.** This year's induction took place on Saturday, December 5, 2009 at the Harwich Community Center.

This year's class includes: Mary Lou Duquette, Norman Fennell, Patricia Hammatt, Sheldon & Carol Thayer and Allin Thompson.

We welcome a truly outstanding new addition to our staff for the 2009-2010 school year. **Andrea Shedlock** joins our English department having previously taught at Bourne High School. She is a Sandwich High School graduate who received her undergraduate degree in English from Stonehill College. She will be an excellent addition to our already strong English department.

The annual **Renaissance Breakfast** honoring students achieving honors and high honors academic status took place on December 23 to an overflow crowd of parents and students. Special recognition from the Harwich Chamber of Commerce Board of Directors took place as the school and business community continue to work together to strengthen our mutual interests. Later the same day the Winter Pep rally recognizing the extraordinary effort put forth by students and staff on creating a culture of respect within our schools kicked off the holiday recess

The **ART DEPARTMENT** received numerous group and individual awards over the past year.

### **2009 Visual Art Awards**

#### **All Cape and Islands Young Maritime Artists Exhibit:**

Ramsey Musk...1st Place  
Maddie Eldredge...Honorable Mention  
Abby Hanus, Denise Silva, Madison Schultz...Awards of Merit



**School to Careers Art Internship:**

Tabitha Eldredge with Brewster Potter Diane Hart

**Cape Cod Art Association. Student Exhibit:**

Clifane Joseph...1st Place

Sarah Smith...2nd Place

Ramsey Musk, Margaux Fortier...Honorable Mention

**Boston Globe Scholastic Art Award:**

Sarah Smith, Denise Silva ...Silver Key

Ramsey Musk, Paul Fox, Matt Peter...Honorable Mention

**Grants:**

Cape Cod Five, Creative Economy, Liane Biron

Big Yellow School Bus, Transportation to Boston Museum, Liane Biron

Barnstable County 4-H After School Grant Open Studio, Liane Biron

Design Classes painted winter and spring themes at CVS Harwichport.

**Professional Artist Visits Classes:**

Sioux Campbell, demonstrates Fashion Design

Russell Vujs, Maritime Artist demonstrates painting

New Evening Class, **Fashion Design Fall '09**

Continuing **Open Studio**, Thursdays after school with Odin Smith

Liane Biron, Executive Board for Cape and Islands Art Educators Association.

Our **MUSIC** students continued to outpace students from larger districts in 2009.

All Harwich High School musicians who auditioned for the All-Cape and Islands Music Festival made it!

**Mixed Chorus members:**

**Sopranos:** Juliette Locke, Rebecca Segal, Sadie-Lynn Tansey, emma Rioux

**Altos:** Courtney Mara, Bri McLaughlin, Marik Hirsch

**Tenors:** Graham Bird, Robert Pirtle, Eric Walther

**Bassses:** Collin Bauer, Cameron Hadfield, Joseph Malone, Donald McCullough, Erik Raneo, Jeffery Strome, Christopher Walkley, Carl Wildman

**Women's Choir members:**

**Sopranos:** Arielle Biron, Melanie Hopkins, Amanda DeOliveira, Hannah Gorman, Bethany Ryder, Rachel Triebel

**Altos:** Luz Arregoces, Alyssa Flynn, Amy Hemeon

**Concert Band members:**

**Clarinet:** Ellyn Schmalzer Seated 2<sup>nd</sup> clarinet 5<sup>th</sup> chair, Hannah Baker seated 3<sup>rd</sup> clarinet 2<sup>nd</sup> chair

**Alto Saxophone:** Samuel Hammond seated 2<sup>nd</sup> alto saxophone 5<sup>th</sup> chair

**Auditions for the highly competitive Southeastern Massachusetts District Music Festival:**

**Soprano:** Bethany Ryder

**Tenor:** Graham Bird

**Bass:** Joseph Malone

**Viola: Jeffrey Strome** \*Received the highest score for his instrument, which earns him 1<sup>st</sup> chair!

Alyssa Flynn, a HHS junior, has been selected to be a member of the **Women's Honor Choir of the Eastern Division Conference of the American Choral Directors' Association** to be held in Philadelphia, February 10-13, 2010.

**Drama students had a successful year as** approximately two dozen Harwich High School students presented the mystery classic, ***The Ghost Train*** in the fall of 2009. The play was directed by staff members Deb Donovan and David Breski.

**Anthony Harris, 2006**, attends Moravian College in Bethlehem, PA. Tony sang with the Moravian College Choir while in Germany, Italy, and Australia. At Moravian College he sang with accomplished musician Bobby McFerrin and performed for world-renowned opera singer, Deborah Voigt for the Met Opera in NYC.

Our **HEALTH AND PHYSICAL EDUCATION** department had an active 2009 as well.

**In October, Harwich High School hosted their Second Annual Special Olympics**

Eleven students attended the **Human Rights Academy**. Six students represented Harwich High at the Cape & Island Youth Congress. During the month of November, HHS held their annual **Leadership Lock-in** with the theme being *Traveling Around the World in Search of Leadership* where 125 students participated. **SADD/Moving Forward** had its first alcohol/drug free event sponsored by the group Volleyball Tournament vs. teachers.

In December 2009, Dr. Michael Fowlin hosted a *Sensitivity and Diversity Awareness workshop* followed by breakout sessions involving staff, students, and community members to discuss major issues affecting teens.

## **ATHLETICS**

The 2008-2009 Athletic Season produced impressive records while each Athletic Team demonstrated that hard work, sportsmanship and community pride are keys to success.

### Winter 2008-2009

Congratulations to the Ice Hockey Team for winning the South Shore League Clark Chatterton Sportsmanship Award.

South Shore League All-Star Teams included the following Harwich Athletes: Jennifer Gonsalves (Girls Basketball); Curtis Henderson (Boys Basketball); John Devlin (Ice Hockey).

### Spring 2009

Individual South Shore League All-Star recipients were: Nell O'Connor, Jessie Gingras (Softball); Alex Votteler (Boys Tennis); Simon Baba (Boys Track); Amira Downes, Jen Gonsalves, Rebecca Segal (Girls Track); John Charves, Bryant Warner (Baseball).

### Fall 2009

Congratulations to the Field Hockey and Boys Soccer Teams for winning the South Shore League Championship. Field Hockey was also the MIAA Division 2 South Sectional Finalists. Special congratulations to Coach Cheryl Poore for her 600th career win.

Athletes selected by coaches vote to the South Shore League All-Star Team were: Jake Rendon / Eastern Mass, All-State and All-New England All-Star Team / Boston Globe and Boston Herald All-Scholastic Team, Alex Votteler / Eastern Mass and All-State All-Star Team, D.J. Robinson, Chris Votteler, Zack Jamous (Boys Soccer); Jen Gonsalves, Liz Thompson (Girls Soccer); Billy Martin (Golf); Nell O'Connor / Boston Globe and Boston Herald All-Scholastic Team, Melanie Hopkins / Boston Herald All-Scholastic Team, Alesia Gleason, Jesse Menard (Field Hockey).

Garrett Almeida, Laura Adams, Shelby Chipman and Ben Murphy attended the 2009 MIAA Sportsmanship Summit at Gillette Stadium representing Harwich High School.

## **HARWICH HIGH SCHOOL**

### **2009**

Matthew Joseph Antoine	Lynn Marie Giannelli	Michael Cryan Reuss
Kelsey Lynne Arnold	Diane Tarr Gibbons* **	Noah Sjirk Rosen
Sofia Baraklilis*	Jessalyn Anne Gingras*	Elizabeth Lind Ross
Abigail Mae Bellmar	Chelsea Vray Glennon	Jade Deborah Ross
Melissa Marie Bessette	Laura Nadine Grose	Justin LaRue Ryder
Benjamin Joseph Bianco	MacKenzie Joy Hamilton*	Madison Paige Schultz
Brenna Marie Boudreau	Michael Anthony Hamilton	Hannah Christine
Delacey Rose Boyes	Brittany Marie Hannon	Schupbach
Drew Jacob Brown	Shawna Lauren Haynes	Thomas Andrew Segal
Jaclyn Olivia Brown	Anna Lillian Herbert	Dominique Richard
Joseph Nicholas Burns	Clifton Ernest Hewitt	Seramy
Kathryn Emily Callaghan	Kellie Jee Yung Jacek	Brittanie Kasey Sexton
Heather Jeannene Carlson	Tyrone Jackson	Ronald Wayne Simons
Michael Kendrick	Thomas William Johnson	Sarah Ashley Smith
Carlson-Perrow	Lauren Elizabeth Kalbach	Jordan Daniel Souza
John James Paul Charves	Arielle Stephanie Kiefer	Laura Catherine Spalt
Devon Rae Chiappetta* **	AlexandraLaBelle	Melissa Emily Stello
Christine Ellen Clarke* **	Jaclyn Rose Letendre	Morgan Leigh Sylvia*
Daniel David Colasanto	Brandon James Lopes	Danielle Law Viera
Alana Rose Coppola* **	Miranda Dominique Lopes	Gina Dianne Vitale
Sean Colin Cunningham	Jessica Maria Lundell	John Ross Vohs
Stephanie Lyn Davidson	Ariane Elise Mazur	Kristen Lee Walther
Kassandra Lynne Denum	Abigail Erin McGillen	Bryant Michael Warner
Amira Helena Downes*	Brenna Frances Mullen	Addison Jane
Elise Marie Driscoll	John Eliot Our	Victoria Weeks
Ashley Coral Dubois	Conner Michael Payne	Alyssa Leslie Whipple
Toni Loren Edwards	Robert Eliot Peacock*	Jennifer Marie Wilson
Tanner Douglas Ellison*	Gerard Francis Peckham	Lisa Pixy Wilson
Matthew James Farraher	Matthew Richard Peter	Charles Christopher
Harrison Robert Fietz	Ali Noah Pierre	Wimberly
Margaux Rose Fortier*	John Paul Ranaldo	
Jamie Helene Gallerani*	Sarah Katherine Ray	
Olivia Anne Ghiz	Emily Margaret Reed	

*\*Member of National Honor Society*

*\*\*Class Officer*

### **CLASS ADVISORS:**

Valerie Cote & JoAnne Weekes

## BROOKS MEDAL RECIPIENT 2009

Grade 12

Jaclyn Brown

### JOHNSON-ULM MEMORIAL SCHOLARSHIPS GRANTED FOR THE SCHOOL YEAR 2008-2009

(90+ Average over their High School career)

Christine Clarke  
Laura Grose  
Jaimie Gallerani  
Jessalyn Gingras

Boston University  
Boston University  
Fairfield University  
Bryant University

### 2009 HERBERT R. MORSE MEMORIAL SCHOLARSHIP

Jaclyn Letendre

Southern Maine Community College

The Citizens Scholarship Foundation presented \$5,500 in scholarship funds in addition to one lap top computer to the class of 2009.

The James R. McPhee Memorial presented \$20,000 in scholarship funds to the class of 2009.

In total \$114,525 in scholarship funds were presented to Harwich High School students at graduation in 2009.

### HARWICH HIGH SCHOOL

Placement: HARWICH HIGH SCHOOL CLASS OF 2009

Number of Graduates	91
Four-year College	54%
Two-year College	38%
Other	8%

### 2009 MCAS

	Harwich	State
ELA – Advanced & Proficient	88%	81%
Math – Advanced & Proficient	88%	75%
Science – Advanced & Proficient	79%	61%

Approximately 300 college applications were processed this year resulting in the following acceptances. Rather than listing only a student's choice, we felt it would be interesting and informative to list all of the acceptances for the Class of 2009 which numbered 86 different colleges and universities.

AMERICAN UNIVERSITY	NORTHEASTERN UNIVERSITY (2)
ANNA MARIA COLLEGE	NORTH PARK UNIVERSITY
ARCADIA UNIVERSITY	PACE UNIVERSITY (4)
ASSUMPTION COLLEGE	PALM BEACH ATLANTIC
BLAINE HAIR SCHOOL	PROVIDENCE COLLEGE
BOSTON UNIVERSITY	QUINNIPIAC UNIVERSITY
BRADLEY UNIVERSITY	REGIS COLLEGE (2)
BRIDGEWATER STATE COLLEGE (9)	RIVIER COLLEGE
BRYANT UNIVERSITY (2)	ROCHESTER INSTITUTE OF TECHNOLOGY
BUNKER HILL COMMUNITY COLLEGE	ROGER WILLIAMS UNIVERSITY (3)
CAPE COD COMMUNITY COLLEGE (33)	RHODE ISLAND COLLEGE
CHAMPLAIN COLLEGE (2)	RUTGERS UNIVERSITY
COLBY SAWYER COLLEGE (2)	SALEM STATE UNIVERSITY (4)
COLUMBIA COLLEGE (2)	SALVE REGINA UNIVERSITY (2)
CURRY COLLEGE (2)	SETON HALL
DREW UNIVERSITY	ST. JOHN'S UNIVERSITY
EASTERN NAZARENE COLLEGE	ST. JOSEPH'S MAINE
ELMS COLLEGE	SIMMONS COLLEGE (3)
EMMANUEL COLLEGE (3)	SMITH COLLEGE
ENDICOTT COLLEGE (3)	SOUTHERN MAINE COMMUNITY COLLEGE
FAIRFIELD UNIVERSITY (3)	SPRINGFIELD COLLEGE
FITCHBURG STATE COLLEGE (2)	SUFFOLK UNIVERSITY
FORDHAM UNIVERSITY	SUNY/STONE BROOK
FRAMINGHAM STATE COLLEGE (2)	THOMAS COLLEGE
FRANKLIN PIERCE COLLEGE (2)	UNIVERSITY OF DENVER
GEORGE MASON UNIVERSITY (2)	UNIVERSITY OF HARTFORD (2)
GORDAN COLLEGE	UNIVERSITY OF KANSAS
ITHACA COLLEGE (2)	UNIVERSITY OF MAINE/ORONO
JOHNSON AND WALES UNIVERSITY (4)	UNIVERSITY OF MASS/AMHERST(12)
KEENE STATE COLLEGE	UNIVERSITY OF MASS/BOSTON (2)
LESLEY COLLEGE	UNIVERSITY OF MASS/DARTMOUTH (6)
LYNN UNIVERSITY	UNIVERSITY OF MASS/LOWELL
MANHATTAN COLLEGE	UNIVERSITY OF NEW HAMPSHIRE (3)
MASS. COLLEGE OF LIBERAL ARTS	UNIVERSITY OF NEW HAVEN
MASS. COLLEGE OF PHARMACY	UNIVERSITY OF SAN DIEGO
MASS. MARITIME ACADEMY	UNIVERSITY OF VERMONT (6)
MIAMI - DADE COMMUNITY COLLEGE	VIRGINIA TECH
MCGILL UNIVERSITY	WAGNER COLLEGE (2)
MITCHELL COLLEGE	WESTERN NEW ENGLAND COLLEGE (3)
MONTSERRAT COLLEGE OF ART	WESTFIELD STATE COLLEGE (3)
MOUNT IDA COLLEGE (2)	WHELOCK COLLEGE (2)
MORAVIAN COLLEGE	WORCESTER STATE COLLEGE
MUHLENBURG COLLEGE	
NORTH CAROLINA STATE UNIVERSITY	

The following students from the junior class won awards at the Harwich High School College and Departmental **Junior Book Awards** ceremony on Thursday, May 21, 2009.

Amherst College	Dustin Beaudoin
Brown University	Jaime DeSouza
Columbia University	William Martin
Dartmouth College	Christopher Walkley
Elms College	Siobhan Smith
Harvard University	Abigail Hynes-Houston
College of the Holy Cross	David McWilliams
Mount Holyoke College	Alexa Theoharides
College of Mount Saint Vincent	Ramsey Musk
Saint Michael's College	Mary Hall & John DeMayo
Smith College	Ellyn Schmalzer
Wellesley College	Melanie Hopkins
Wheaton College	Ryan Trudeau
Williams College	Fiona O'Connor
Art Department - Art	Ramsey Musk
Photoshop/Photography	Aubrey Hart
English Department	Dustin Beaudoin & William Martin
Foreign Language – French	Fiona O'Connor
Latin	Ellyn Schmalzer & William Martin
Spanish	Siobhan Smith
Industrial Arts	Ryan Trudeau
Information Technology (Accounting)	Andrew Barbato
Math – AP Calculus	William Martin
Pre-Calculus Honors	David McWilliams
Mock Trial Team	Christopher Walkley
Music – Instrumental	Christopher Walkley
Vocal	Joseph Malone
Peer Leadership	Adrianna Ramirez
Science	Mary Hall
Social Studies	William Martin
Harwich Civic Assoc. Essay Contest	Ellyn Schmalzer
Drama/Theater	Christina Secola & Joseph Rebello

## **PUPIL PERSONNEL SERVICES**

**The Harwich Public Schools provides a wide variety of services to its students. The purpose of doing so is to ensure that the children of our community are allowed to grow and develop in a healthy safe and caring environment. Guidance and counseling services help students meet challenges every day. Psychological services ensure that student strengths and areas of improvement are identified and addressed. Special Education services help students develop independence and confidence in their ability to learn and succeed. Title I services are targeted to elementary school students experiencing difficulties in literacy and/or numeracy. Health services oversee many proactive and preventative programs that educate all of the members of the Harwich learning community. English Language educational services allow our new students arriving from many different cultures and languages to partake fully of the learning environment. Harwich Public Schools is dedicated to providing a safety net for the most precious natural resource in our community, our children.**

### **Guidance Services**

The High School Guidance Staff consists of two guidance counselors. The staff transitions and supports students in the High School. This includes college, vocational, armed services, and personal counseling and support for students and families. The guidance personnel also deal with any crisis that may arise in a student's adjustment to the high school environment.

There is an Adjustment Counselor on staff at Harwich Middle School providing support to students and families and representing the district in court related activities.

### **Psychological Services**

Each school in the district has one School Psychologist working with students and families around adjustment issues. They engage in counseling activities for students and professional development for staff.

### **Special Education**

The Federal Special Education Law Individuals with Disabilities Education Act (IDEA) was re-authorized in 2004. Eligible students with disabilities requiring specialized instruction and/or related services are protected under this law. A Free and Appropriate Public Education (FAPE) in the Least Restrictive Environment (LRE) is the guiding principal of IDEA-2004.

### **Inclusion**

The Harwich School district is dedicated to the proposition that all students can learn and that learning best takes place in company with fellow students.



Diversity of learning styles and differing talents and capabilities are celebrated. We continue to create inclusive environments where all students are welcome.

### **Title I Services**

The Federal Elementary and Secondary Education Act provides for targeted assistance in the areas of reading and mathematics in schools where twenty-five percent, or more, of the student population is receiving free or reduced lunch assistance. These monies currently fund two teachers and two assistants at the elementary school.

### **Special Education Academic Services**

In the spirit of FAPE and LRE, it is presumed that all efforts to support a struggling student in a general educational program will be exhausted prior to providing specialized academic services through an Individualized Educational Program (IEP). The District Curriculum Accommodation Plan (DCAP) and Teacher Assistance Teams should be utilized prior to an IDEA-2004 referral. Specialized academic supportive services range from inclusion, support for IEP goals within a general educational setting to small group specialized instruction for specific areas of student need delineated in the IEP.

### **Vocational Community Program**

The Vocational Community Program, a Harwich High School Program, supports the needs of students with intellectual impairments. Students receive academic and prevocational support specific to their needs.

### **Developmental Growth Program**

The DGP supports and assists students in our elementary school that have multiple disabilities. This small but intense program assists students in their move towards independence and self actualization. Students are in a supportive and highly structured environment where basal academic and social/emotional skills are taught. The ultimate aim is to have students move towards more inclusionary settings.

### **Speech and Language Services**

The Harwich Public Schools have two speech and language therapists serving the elementary school and a .8 speech and language therapist providing service to the middle and high schools. Eligible students with language delays, learning problems, hearing impairments; voice or fluency deficits, and/or severe articulation problems who are unable to access the curriculum due to their disability are provided with speech language services.

### **Occupational Therapy**

Occupational therapy services, which enable eligible students to access the curriculum, are contracted through the Cape Cod Collaborative. Services consist of teaching functional arm/hand skills, sensory processing skills,

sensory integration, self-care abilities, organizational / sequence training and compensatory skills.

### **Physical Therapy**

Physical therapy is provided to eligible students whose physical ability to access the curriculum is significantly hindered by gross motor developmental delays, orthopedic and/or neurological pathologies. Services are designed to assist in developing the student's capacity for all education-related activities. Physical therapy services are contracted through the Cape Cod Collaborative.

### **Integrated Pre-School Services**

The Harwich Elementary School Integrated Preschool Program addresses the special needs of eligible 3 and 4-year old children along with typical peers. All students are integrated into the preschool program through a lottery system. The preschool teachers work closely with families and community early childhood programs.

### **Special Education Parent Advisory Council**

The SPED PAC meets five times during the school year and is led by parents of students with disabilities. All members of the community are invited to attend. The purpose of the SPED PAC is to advise the district about special education policy and procedures and to educate members and guests around current special education issues.

### **Health Services**

Each school is served by a nurse. A health aide assists across the schools. Health service responsibilities include: administering first aid; dispensation of medication; monitoring students with chronic conditions; screening for vision, hearing and postural deficits; registration-medical records; fluoride treatments, assisting the school physicians; health education; counseling; and serving as a team member for special education evaluations.

### **English Language Learners**

English Language Learner (ELL) programs support students as they acquire English language skills. Eligible students receive services that are provided by a full time teacher. English Language Immersion is the primary program offered to ELL students. Harwich is a low incidence ELL district.

Respectfully submitted,

Anthony P. Teso, *Director*  
*Pupil Personnel Services/Special Education*

## **CURRICULUM, INSTRUCTION, AND ASSESSMENT**

The 2008-2009 school year for the Harwich Public Schools was productive and transformative. We created a new curriculum leadership team, embraced new instructional technology practices, and used data to inform instruction. And our commitment to create a standards-based teaching and learning environment for students led to many opportunities for professional development.

### **Curriculum**

The Harwich Educational Council is the curriculum leadership team for the district. Established in the spring of 2008, the council is comprised of teachers, building and district administrators, and a representative from the school committee. The council's purpose is to support curriculum development and implementation that build capacity around standards-based teaching and learning so that all children learn more successfully.

This year our focus has been on the elementary English Language Arts and mathematics curriculum documents created by vertical teams during the summer of 2008. We are continuing to develop tools that clearly define grade level expectations for learning.

The council is evaluating current 21st century skills and global education initiatives already in place; such as the elementary foreign language program, student exchanges, and classroom partnerships with students overseas. This year we hosted students from France for two weeks in April. Deb Donovan and Bernadette Waystack partnered with a school in Liberia and exchanged personal cards students made in art class. In the high school there are two full time foreign exchange students; one from Turkey and the other from Germany. The fifth grade joined the high school peer leaders in their efforts to raise money to purchase an "ark" for the Heifer Project, and Christine Hughes-Prince collaborated with other unified arts teachers in the elementary school to create a school-wide cultural activity focusing on different continents throughout the year.

We evaluate professional development based on the needs of the district, and we support the use of instructional technology in the classroom. We have identified the need for a K-12 district writing program and have established a task force to address this need. Members of this group worked over the summer establishing grade level writing prompts, the first of which was implemented in November.

In the fall we implemented a program through the Cape Cod Symphony called *Music Works Everyday*. Students in the elementary school listen to classical music for five minutes at the beginning of each school day, five days

a week, for five years. By listening to the same composition over the course of a week, listeners become knowledgeable about the featured music and composer, as well as improve their ability to focus and be more productive in all their subjects. This program is offered free of charge and has accompanying curriculum units teachers may use to expand on the weekly themes.

### **Instruction**

We have worked at creating opportunities for active and experiential learning that encourages group as well as individual work, and that is personalized and pays attention to student differences and learning styles. Teachers have received training in teaching arithmetic procedures effectively, in problem solving and in differentiated instruction in order to continue to bring multiple teaching strategies into their classrooms.

The largest growth in instructional practice in the district has been in the area of instructional technology. The use of instructional technology in the district has grown exponentially. Our instructional technology specialist offers monthly workshops in different uses of technology for the classroom. These workshops are well attended.

SmartBoards, computers on wheels (COWS), and digital cameras are used on a regular basis as part of student research, projects, and presentations; as drill and practice for basic skills through interactive games and programs; for writing instruction using graphic organizers; and to document and video field trips and collaborative projects.

In early April, over forty teachers who have served on district leadership teams, along with the administrators, participated in training to examine what teaching and learning looks like in a standards-based classroom. In this full day workshop we analyzed the components of, and sequence for, the planning process in a standards-based teaching and learning environment. The facilitator was Deb Reed of Just ASK Publications and Professional Development. It is the intention of the administration, that every staff member will receive this training, and the accompanying book *Instruction for All Students*, by the end of this school year.

### **Assessment**

We use a variety of data collection tools on student performance such as MCAS, DIBELS, Galileo, and the Group Reading Assessment and Diagnostic Evaluation. These assessments provide data once, twice, or three times a year. In addition, department heads, and building and district administrators are receiving training in the Data Warehouse, a state-coordinated central data repository for K-12 educational performance data. The Education Data Warehouse is a tool that facilitates data analysis and turns a focusing question into an informative data display.

Teachers meet in grade level and vertical teams to analyze the data, to address individual learning strengths and needs, and to use this information to improve instruction and to make necessary curriculum revisions. We have spent time during staff meetings and in-service days designing formative and summative assessments that demonstrate student mastery of the standards. The elementary staff combined the efforts of the ELA curriculum team with those of the writing task force to create grade level expectations for learning for each of the standards in the composition strand of the state framework.

The aforementioned expansion of technology tools has contributed to a wide range of assessment options available for use in the classroom. Students are no longer limited to just paper and pencil assessments to demonstrate their learning. Teachers are also using a variety of formative assessments to guide their instruction.

### **Professional Development**

This year the focus of the Harwich Public Schools professional development has been to build capacity around standards-based teaching and learning. The district goal is that all teachers have a clear understanding of what standards-based teaching and learning means and that all classrooms manifest a standards-based environment.

This summer the district offered professional development in instructional technology, RTI, Responsive Classroom, and standards-based instruction unit planning. We hosted a math institute in August on *Diagnosis and Remediation of Learning Problems in Mathematics*. Ninety-seven staff members participated in some form of on-campus professional development or curriculum writing activity this summer. Teachers from surrounding districts also joined us in our professional development workshops and institutes.

Respectfully submitted,

Carla Blanchard,  
*Director of Curriculum, Instruction, and Assessment*

## HARWICH COMMUNITY LEARNING CENTER PROGRAMS

The Harwich Community Learning Center Programs (HCLCP) is celebrating their 20th year of serving the Harwich community. The program began in the Fall of 1989, as an after-school program for kindergarten to 6th grade. Over the past 20 years, the HCLCP has expanded its services to serve the students in the Harwich Public Schools through the 12th grade. In the Fall of 1999, the program began serving the adult population of the town of Harwich and surrounding communities with Adult Education Courses.

### I. Schools of the 21<sup>st</sup> Century

Led by Dr. Edward Ziegler, founder of Head Start, this initiative recognizes schools that have taken a leadership role in providing programs and services to children and families from birth to 12 years of age. In 1998, Harwich was recognized as a demonstration site for the "Yale Bush School of the 21st Century Program". The HCLCP, Community Partnerships for Early Childhood, and the Harwich Public Schools continue to be recognized as a demonstration site by the Yale Bush School. The reason for this honor is due to the comprehensive services that these programs offer the community.

### II. Mission

The Harwich Community Learning Center Programs are for youngsters in Kindergarten through the Fifth Grade. The program strives to promote social, emotional and academic support skills as well as self-esteem building activities. The staff endeavors to establish an environment where children can explore their interests and discover new ones in a cooperative, non-violent atmosphere.

### III. Programs offered by the Harwich Community Learning Center Programs:

**A.** The *Elementary School Age Program* includes *Before School*, *After School*, and *Vacation* programming for kindergarten through 5th grade. The program focuses on educating the whole student in a relaxed and fun setting. Projects concentrate on Math, Science, Language Arts, Physical Education and Homework Assistance.

Approximately one hundred forty-eight students participated in the extended day programming offered at the Elementary School during the fall 2008 through the spring of 2009.

**B.** *Enrichment Courses* for the 2008-2009 school-year were offered in the *Elementary and High Schools*. These courses offer an opportunity for students to concentrate on one particular activity for one hour or more after school. A minimal fee is charged for these courses and scholarships are available for those students who are interested, but for whom the cost

may be prohibitive. A sample of the courses offered in the *Elementary School* are Junior Scientists, Cooking, Guitar, Chess, Dance, Knitting, Art, Biking and Jump roping. Three hundred seventy-four students participated in the Enrichment program. The *High School* Pottery continues today with donations from "Harwich High Friends of the Arts". The Pottery Club is a drop-in program. Many of the instructors for the enrichment programs are community members and school staff.

**C.** *Summer:* During the Summer of 2009, HCLCP offered 4 programs Kindergarten and First Grade, Second and Third Grade; and Fourth, Fifth, Sixth and Seventh Grade. Each program offered developmentally appropriate activities, including field trips and group projects. Approximately one hundred forty-two students attended the summer program.

**D.** *Adult Education Courses* are offered during the fall, winter and spring. Courses range from our popular computer courses to art courses. Three hundred forty-six adults attended the adult education courses. The success of this program is due to the enthusiasm of our community of instructors.

On behalf of the children and families of Harwich, the HCLCP would like to acknowledge the following organizations for their support in the extended day programming during the school year as well as the summer programs: the staff of the HCLCP, the parents, the school administration, the school staff, Harwich Police Association, Harwich Evening Women's Club, and Harwich High School Friends of the Arts. We look forward to continuing to meet the diverse needs of our community in the upcoming year.

Respectfully submitted,

Ann B. Emerson,  
*Program Coordinator*

## **HARWICH EARLY CHILDHOOD PROGRAMS AND SERVICES FY '09**

2009 marked our twentieth year of providing quality, affordable and accessible early childhood programs to young children, their families and providers in Harwich. As our grant funds from the Massachusetts Department of Early Education and Care were once again cut our partnership with the Harwich Public Schools as well as our commitment to raise needed funds through our non-profit Friends organization has grown stronger. As a result of a strong foundation of state grant support, our close working partnership with Harwich Public Schools, and generous community support the Harwich Early Childhood Council has been able to maintain its mission to work toward the following goals:

**Goal #1 – To make child-care and preschool affordable and accessible to all Harwich families**

- The Community Coordinator continued her efforts to help families find child-care and/or preschool that most closely met their needs as well as those of their children.
- Although state funds for assistance with costs of preschool and child-care were no longer accessible the coordinator and the Friends of Harwich Early Childhood continued to meet the needs of as many families as possible through other grant sources and funds raised throughout the year. Twelve families have been helped with Friends as well as other funding sources, in order to help them through difficult financial periods.
- Twenty-five children enrolled in the “Make Way for Kids” preschool had a wonderful year in the Harwich Elementary School. The preschool program, accredited through the National Association for the Education of Young Children targets an “at-risk” population of children and families. These “at-risk” factors include families at or below the state median income level, teen parents, grandparents as parents, homelessness, English as a second language and special needs. The program continues to benefit from in-kind as well as contributions through a contract with the Harwich Public School Special Education Department.

**Goal #2 – To enhance quality of care through training opportunities resources and educational outreach as well as to support the accreditation process**

- Although our state funding was further reduced we were still able to provide valuable educational outreach programs that enhanced preschool curriculum in ten local preschools. Approximately two



hundred fifty children benefited from grant funded learning experiences including puppet shows, language development through involvement with oral stories, hands on natural science activities as well as rhythm and movement.

- Our Harwich School and Family Resource Center continued to provide resources and training for teachers. Among our resources are curriculum and literacy kits that link early learning to the curriculum areas of Math, Science, Language, Health and the Arts.
- Many families and their young children received comprehensive services through our Family Resource Center, including nutritional consultation through the services of Women with Infants and Children Program (WIC), as well as through services of a family advocate and monthly food distribution through the Lower Cape Outreach Council.
- CPR and First Aid training was offered once again to approximately 25 parents and early childhood professionals through the services of the Harwich Fire Department.

Goal #3 – To provide education and support to parents, early childhood professionals, grandparents and guardians of young children

- We offered a parent/provider series of workshops that included behavior management strategies. Some of the workshop topics included were:
  - Talking and Listening Skills, Fostering Self-Esteem, Understanding and Managing Challenging Behavior of Boys, Effective Discipline
  - Is My Child Ready for Kindergarten?,
- Save the Planet, Ideas for conserving natural resources. For all trainings child-care was offered enabling single parents as well as couples to attend. Approximately 125 parents and providers benefited from these workshops.
- We continued our collaboration with Good Hope Adoption Agency as well as with several other early childhood organizations including the Cape Cod Children's Place, The Children's Center as well as the Child-Care Network for the Cape and Islands whose workshops and programs offered further education and support opportunities to Harwich families and early childhood professionals.

We continued to broaden our involvement in the Harwich community in order to more fully benefit Harwich families with young children in 2009. Following are some of the community events, intergenerational celebrations as well as fund-raising activities sponsored by the Harwich Early Childhood Council as well as the "Friends of the Harwich Early Childhood Advisory Council" in 2009:

- Len Cabral, a Cape-Verdean story-teller, offered his dynamic telling of folk-tales for children in preschool and kindergarten classes. His presentations were made possible through a generous grant from the Harwich Arts Lottery Council
- Our annual Winter Carnival, made possible through the hard work of many volunteers in the community including Middle School students in the HUGS program and High School students in the SPIRIT program as well as several local scout troops
- We also held our first annual Sock Hop and an Italian Supper and Holiday Bake Sale raising funds needed to assist working families with child-care and preschool costs
- Holiday donations from the Harwich Women's Club, Evening Division of food gift certificates as well as gifts helped to support many families in need of support during the holiday season
- Facilitated New Mom and Baby Groups as well as playgroups for families with children from birth through three years of age continued to meet in the Harwich Community Center. These groups are supported from funds from the Massachusetts Department of Early Education and Care, administered through the Cape Cod Children's Place. Families and children benefited from collaboration with the Early Intervention Program providing movement activities in the gym.
- Our annual Celebration of Young Children in Harwich event was held in June in Brooks Park, a collaboration with the local Head-Start Program. Once again the Harwich Fire Dept. volunteered to guide children on a tour of their trucks. Games, face painting and refreshments were enjoyed as well as a very talented family music group, The Elbows, for all to enjoy.
- The Harwich School and Family Resource Center, located in the Harwich Elementary School celebrated it's 20th year with a float in the Cranberry Festival this year

The programs and services offered through this center continue to be recognized by the Yale/Bush Center as a demonstration site of the School of the 21st Century.

Following are some of the early childhood services and resources we offered through the Harwich School and Family Resource Center located in the Harwich Elementary School in 2009:

- Nutritional counseling and assistance through WIC

- Food donations from the Lower Cape Outreach Council for eligible families
- A lending library of books, tapes, educational resources such as curriculum kits, laminating and die-cut equipment
- Resource and referral for families with young children through the services of Francie Joseph, Coordinator of Harwich Early Childhood

Respectfully submitted,

Francie Joseph

**Elementary School K-5**  
**263 South St. Harwich, MA 02645**  
**(508) 430-7216 FAX: 430-7232**

**Administrators**

S. Hein, Principal  
M. Dugas,  
Asst. Principal

**Admin. Assistants**

C Hoffman, Prin.'s  
Admin. Asst.  
B. Robinson,  
Admin. Asst.  
C. Leahy, Admin. Asst.

**Kindergarten**

M. Brady  
D. King  
S. Valentine  
N. Gifford  
R. Tobojka  
A. D'Urso

**Grade 1**

J. Barker  
M. Melton  
A. Hirschberger  
P. Smith  
K. Cloney  
A. Silk

**Grade 2**

M. Belliveau  
J. Dowson  
L. Simmons  
L. Boule  
M. Fisler  
K. Gvazdauskas

**Grade 3**

J. Krystofolski  
P. Malinowski  
K. Piknick

D. Chase

L. Morris

**Grade 4**

L. Asack  
K. Keith  
L. McManamin  
M. Crowley  
J. Smithers

**Grade 5**

S. Andreola  
J. Babb  
C. Donovan  
M. Peterson  
T. Hanna

**Art**

R. Hansen

**Librarian/Media  
Spec.**

M. Albertine

**Music**

T. Ressler

**Nursing**

K. Riley, R.N.  
L. Driscoll,  
Health Assist.

**Phys. Ed./Health**

B. Haas  
D. Smith

**Psychologist**

N. Barnett

**Specialists**

J. McGuigan – Reading  
G. Grenier – Math  
M. Bourke – ELL/ESL

**Speech Therapy**

L. Weatherup  
J. Dillon

**Special Education**

J. McIlvin,  
Pre-K Integrated  
E. Cronen,  
Pre-K Integrated  
C. Grady, PreK-K  
K. Booth, Gr. 1  
E. Senior, Gr. 2  
F. Jorgensen Gr. 3  
M. A. Bragdon, Gr.4  
H. Reis, Gr. 5  
J. Vient, DGP

**Technology Teacher**

L. Brookhart

**Foreign Language**

C. Hughes-Prince

**Make Way For Kids  
Preschool**

M. Levy  
J. Kelly, Assistant

**Title I**

K. Brownell - IA  
D. Zabielski - IA  
V. Hudson –  
ELA Teacher  
K. Stern –  
Math Teacher

**Instructional  
Assistants**

*Special Education*

C. Gushee  
D. Leger  
P. Robbins  
M. Woods  
S. Speakman  
B. Webb  
C. West  
J. Oliver  
E. Johnson  
T. Conklin  
L. Goggin  
S. Morris  
D. Daly  
K. Vagenas, pt

*Kindergarten*

J. Blute  
M. Sisson  
D. Greig  
C. Malone  
T. Tansey  
S. Langway

**Cafeteria**

N. DeSiata, Director  
P. Boyle  
S. Hogg  
J. Leger  
C. Wilson  
J. Windle

**Custodians**

J. Willcox, **Lead**  
M. Starkweather  
T. Pederson  
K. Birtwell  
R. Sirois, Maintenance

**Middle School 6-8**  
**204 Sisson Rd. Harwich, MA 02645**  
**(508) 430-7212 FAX: 430-7230**

**Administrators**

J. Riley, Principal  
S. Fleming,  
Asst. Principal

**Admin. Assistants**

R. Simmons,  
Prin.'s Admin. Asst.  
W. Fisette,  
Admin. Asst.

**Grade 6**

K. Mendoza  
N. Malcolm  
C. Donovan  
S. Rutledge  
M. Falcone  
K. Savage

**Grade 7**

A. Fabia (English)  
M. Hurrie  
(Social Studies)  
G. Petrasko (Reading)  
M. Forist (Science)  
L. Cutter (Math)

**Grade 8**

A. Matheson  
(Social Studies)  
K. Ozolins (Science)  
D. Creedon (Math)  
P. Reuss (English)  
N. Keefe  
(Foreign Language)

**Art**

B. Waystack

**Computers**

E. Griffith

**Guidance**

D. Darson,  
School Adj. Cnslr.

**Health/Nutrition**

K. Holden

**Industrial Arts**

W. Altieri

**Int/Extramural  
Coordinator**

S. Fleming

**Librarian/Media  
Spec.**

S. Merrill

**Music**

G. Napier – Inst. Music  
D. Toscano -  
Music/Chorus

**Nursing**

J. Keefe, R.N.

**Speech**

L. Chizek

**Phys. Ed.**

K. Serafini

**Psychologist**

S. Wilson

**Special Education**

N. Tobin  
L. Magelaner  
D. Turco

**Wilson Reading Specialists**

V. McGeoch

**Instructional Assistants**

P. Cundall  
L. Griffiths  
S. Davol

**Cafeteria**

D. Barker  
H. Hark  
K. Hall  
L. Maker

**Custodians**

C. Johnson, Lead  
J. Ferreira  
R. Garafola,  
Maintenance

**High School 9-12**

**75 Oak St. Harwich, MA 02645**  
**(508) 430-7207 FAX: 430-7223**

**Administrators**

K. Turner, Principal  
J. Girolamo,  
Asst. Principal

**Admin. Assistants**

J. Campbell, Prin.'s  
Admin. Asst.  
N. Fallon, Asst. Prin.'s  
Admin. Asst.  
P. Rose, Admin. Asst.

**Alternative Education**

G. Sowpel  
P. Moynagh

**Art**

L. Schneider-Biron  
D. Donovan (Theater)

**Athletic Director**

M. Sugermeyer

**Business/IT/IA**

L. Kiefer  
D. Dorgan  
D. Breski  
A. Catanzaro

**World Languages**

C. Blanchard  
R. Smeltzer  
E. Hoff  
E. Simmons

**Guidance**

J. Bennett  
M. Callagy  
M. Stalker,  
Admin. Assist.

**Health**

A. Chilaka

**Language Arts**

K. Kelly  
A. Leete  
A. Shedlock  
L. LeVangie  
E. Hofmann

**Librarian/Media Spec.**

D. Whittemore

**Math**

E. Harrington  
M. Hemeon  
D. Sessler  
T. Beer  
J. McGrory

**Music**

R. Richard Chor/Band

**Nursing**

K. Bairstow, R.N.  
L. Driscoll, Asst.

**Phys. Ed.**

M. Sugermeyer  
S. Brunell

**Psychologist**

R. Titus

**Science**

J. Eastman  
H. McMurray  
R. Byrnes  
R. Stang

**Social Studies**

J. Anderson  
K. Bates  
J. Dickson  
R. Houston  
K. Kehoss

**Special Education**

J. Heggi  
V. Coté  
C. Coppola  
C. Wolcott, T.A.  
J. Weekes, T.A.

**Vocational/Life Skills**

A. Dooley-Trabucco  
H. Summers, T.A.  
D. Burke, T.A.  
T. Reinwald, T.A.

**Cafeteria**

L. Bassett  
J. Freeman  
B. Lucas  
N. Landers

**Custodian**

C. Potter, **Lead**  
R. Donovan  
A. Valle  
K. Oakley  
D. Demers,  
Maintenance  
R. Garofalo,  
Maintenance

## **HARWICH PUBLIC SCHOOLS STAFFING**

as of December 2009

### **Central Office**

#### **Superintendent's Office**

C. Cragin, Superintendent

C. Broderick, Administrative Assistant (retired 10/09)

B. Susko, Administrative Assistant

#### **Business Office**

J. Dickerson, Business Manager

S. Held, Bookkeeper

N. Curry, Secretary (Personnel/Payroll)

M. Bantick, Medicaid Clerk

#### **Director of Curriculum, Instruction and Assessment**

C. Blanchard (.6 FTE)

#### **Pupil Personnel Services**

A. Teso, Director

A. London, Secretary

#### **Buildings & Grounds**

D. Demers, Maintenance - HHS

R. Garofalo, Maintenance - HMS

R. Sirois, Maintenance - HES

#### **District-Wide and Special Program Contact**

#### **Early Childhood Programs**

(Family Resource Ctr., Elem. School)

F. Joseph, Community Coordinator for Young Children In Harwich

#### **Extended Day Programs & Adult Education** (Elem. School)

A. Emerson, Director

C. Serafino, Secretary

#### **Food Service** (all schools)

N. DeSiata, Director (office in Elem. School)

#### **Technology**

J. Birchfield, Instructional Tech Specialist

T. VanEssendelft, Computer Tech – M.S./E.S

T. Underwood, Computer Tech – H.S.



## ELEMENTARY SCHOOL

<b>Name</b>		<b>Position</b>	<b>Degree</b>	<b>Service to Harwich</b>	<b>Total Experience</b>
Mary Ann	Albertine	Librarian K-5	B. A. Worcester State College M.S. Simmons College M.Ed. Worcester State College	24	33
Sally	Andreola	Gr. 5	B. S. Univ. of Massachusetts M. A. Univ. of Massachusetts	9	21
Lindsey	Asack	Gr. 4	B. S. Salve Regina University M. A. American International College	2	7
Jane	Babb	Gr. 5	B. A. Roanoke College	9	14
Jeanne	Barker	Gr. 1	B. A. Bridgewater State College M. Ed. Cambridge College	26	30
Nanci	Barnett	School Psychologist	B. A. Southern CT State Univ. M. A. Central CT State Univ.	13	30
Myra	Belliveau	Gr. 1	B. S. Fitchburg State College M. S. Wheelock College	23	23
Kenneth	Birtwell	Custodian	B. A. Curry College	7	10
Jodie	Blute	Kindergarten Asst.	B. A. Salve Regina University	9	10
Karen	Booth	Sp. Ed.	B. A. Bridgewater State College M. B. A. Univ. of Massachusetts M. Ed. Bridgewater State College	10	11
Leslie	Boule	Gr. 1	B. S. Boston University M. Ed. Bridgewater State	22	24
Patricia	Boyle	Cafeteria		29	29
Melissa	Brady	Kindergarten	B. S. Elmira College M. A. Bridgewater State	24	25
Mary	Bragdon	Sp. Ed. E.S.	B. S. Fitchburg State College M. Ed. Fitchburg State College	14	22
Larry	Brookhart	Technology Teacher	B. A. William Paterson College M. Ed. Bridgewater State College	13	16
Katherine	Brownell	Title I	B.S. Worcester State College	9	16
Donna	Chase	Grade 5	A. A. Green Mountain College B. S. Keene State College M. Ed. Framingham State College	1	13
Kathleen	Cloney	Gr. 1	B. A. Boston College M. A. Cambridge College	10	13
Tara	Conklin	Sp. Ed. T. A.	B. A. Univ. of Massachusetts - Amherst M. Ed. Univ. of Arizona - Tucson	3	27
Erin	Cronen	Pre-school	B. A. Stonehill College	2	7
Mary	Crowley	Gr. 4	B. A. University of Lowell M. Ed. Bridgewater State College	5	8
Denise	Daly	Sp. Ed. T.A.		2	3
Nancy	DeSiata	Food Service Director		1	41

## ELEMENTARY SCHOOL

<b>Name</b>		<b>Position</b>	<b>Degree</b>	<b>Service to Harwich</b>	<b>Total Experience</b>
Joan	Dillon	Speech Therapist	B. S. Northeastern Univ. M. S. Northeastern Univ. M. Ed. Bridgewater State College	11	20
Jennifer	Dowson	Grade 2	B. A. Stonehill College M. Ed. Bridgewater State	4	7
Lee	Driscoll	Health Asst.	C. N. A. Cape Cod Community College	7	14
Beth	Dudis-Lucas	Cafeteria		11	11
Marcy	Dugas	Assistant Principal	B. A. Curry College M. Ed. Wheelock College	0	16
Anne	D'Urso	Kindergarten	B. S. Bridgewater State College M. A. Cambridge College	14	30
Ann	Emerson	Before/After School Coordinator	B. A. Stonehill College M. Ed. Bridgewater State College	12	20
Michelle	Fisler	Gr. 2	B. A. Univ. of Massachusetts M. Ed. Wheelock College M. A. Bridgewater State	6	7
Maureen	Garrity-Bourke	.75 ELS/ELL	B. A. Norwich University	2	13
Nancy	Gifford	Kindergarten Teacher	B. S. Univ. of Massachusetts M. S. Wheelock College	1	17
Lisa	Goggin	Sp.Ed. T. A.	B. S. Southeastern MA Univ. A. S. Bay Path Junior College	3	4
Cheryl	Grady	Special Ed E.S.	B. A. Connecticut College M. Ed. Bridgewater State College	11	29
Debra	Greig	Kindergarten Asst.	B. A. LaSalle University	9	9
Gina	Grenier	Math Teacher	B. A. University of North Carolina M. Ed. Lesley University	2	9
Cynthia	Gushee	Sp. Ed. Asst.	B. S. Univ. of Maine M. S. Wheelock College	11	26
Kristin	Gvazdauskas	Gr. 3	B. S. Lesley University M. A. Simmons college	2	4
Bonnalyn	Haas	Phys. Ed. K-5	B. S. Univ. of Massachusetts M. Ed. Univ. of Lowell	16	36
Tracey	Hanna	Gr. 5	B. A. Hartwick College	4	11
Richard	Hansen	Art K-5	B. A. Manhattan College M. Ed. Worcester State College	25	31
Samuel	Hein	Principal	B. S. Springfield College M. Ed. Bridgewater State College	3	30
Amy	Hirschberger	Gr. 1	B. S. University of Connecticut	17	21
Cheryl	Hoffman	Principal's Secretary		3	19
Suzanne	Hogg	Cafeteria		14	16

## ELEMENTARY SCHOOL

<b>Name</b>		<b>Position</b>	<b>Degree</b>	<b>Service to Harwich</b>	<b>Total Experience</b>
Virginia	Hudson	Title I Eng/ Lang. Arts	B. S. Boston State College	6	8
Christine	Hughes-Prince	Foreign Language	B. S. Boston College M. A. Walden University	2	6
Elise	Johnson	T.A.		4	7
Franchesca	Jorgensen	Sp.Ed. Teacher	B. F. A. Univ of Massachusetts M. Ed. Cambridge College	8	14
Francie	Joseph	Comm.Coord. Ages 3-5	B. A. Goddard College M. A. Lesley University	20	34
Catherine	Karras	CPC/PPS Asst. Sec.		12	20
Katie	Keith	Gr. 4	B. A. Lesley College	5	8
Dawn	King	Kindergarten	B. S. Bridgewater State College	15	23
Jennifer	Krystofolski	Gr. 3	B. A. Purdue University M. Ed. Bridgewater State College	6	12
Nancy	Landers	Cafeteria		9	10
Susan	Langway	Sp.Ed. T.A.		5	6
Cynthia	Leahy	Secretary	B. S. Westfield State College	11	29
Donna	Leger	Sp.Ed. T.A.		22	31
Patricia	Malinowski	Gr. 3	B. S. Ithaca College M. Ed. Bridgewater State College	19	29
Catherine	Malone	Kdg. Asst.		9	10
Johanna	McGuigan	Reading	B. S. Fitchburg State College M. B. A. Northeastern University M. Ed. Bridgewater State College	7	14
Jennifer	McIvin	Pre-K	B. A. College of Wooster M. Ed. Fitchburg State College	2	18
Lisa	McManamin	Gr. 4	B.S. Westfield State College M. Ed. Lesley College	3	20
Meghan	Melton	Gr. 1	B. S. Bridgewater State	2	2
Laura	Morris	Gr. 3	B. S. Springfield College M. Ed. Bridgewater State College	8	9
Sandra	Morris	Sped. T.A. (Pt)		3	3
Jennifer	Oliver	Sp.Ed. T.A.	A. S. Cape Cod Community College	7	15
Timothy	Pedersen	Custodian		13	13
Melissa	Peterson	Grade 5	B. S. Northern Michigan Univ.	1	2
Kimberlee	Piknick	Gr. 3	B. S. Bridgewater State College M. A. Bridgewater State College	8	8
Heather	Reis	Sp. Ed.	B. A. Connecticut College M. Ed. Bridgewater State College	2	2

## ELEMENTARY SCHOOL

Name		Position	Degree	Service to Harwich	Total Experience
Timothy	Ressler	Music Teacher	B. M. Berklee College of Music	3	4
Kathryn	Riley	Nurse	B. S. N. Pennsylvania State University-1		31
Patricia	Robbins	Sp. Ed. T. A.	B. S. Bridgewater State College	5	5
Betsy	Robinson	Secretary	Katherine Gibbs	11	18
Erin	Senior	Sp. Ed. E.S.	B. A. Fitchburg State College	14	15
Carol	Serafino	Extended Day Bookkeeper	A. A. Springfield Tech. Community College	9	43
Ann	Silk	Gr. 1	B. S. Lesley College	23	28
Leslie	Simmons	Gr. 2	B. A. Allegheny College M. S. Wheelock College	19	24
Richard	Sirois	Custodian/Maintenance		3	4
MacKenzie	Sisson	Kdg. T.A.	B. A. Elon University M. Ed. Lesley University	3	4
Donna	Smith	Phys. Ed. K-5	B. S. Univ. of Massachusetts	13	20
Patricia	Smith	Grade 1	B. S. Framingham State College M. Ed. Bridgewater State College	9	9
Janet	Smithers	Gr. 4	B. A. Mt. St. Mary College M. Ed. Boston State College	21	29
Michael	Starkweather	Custodian		9	9
Catherine	Stern	Title I Math	B. S. Univ. of Massachusetts M. A. St. Joseph's College	2	7
Tammy	Tansey	Kdg. Asst.		9	26
Rebecca	Tobojka	Kindergarten	B. S. Cortland State	16	24
Kathleen	Vagenas	.4 Kdg. T. A.		3	4
Sandra	Valentine	Kindergarten	A. S. Norwalk Community College B. S. Univ. of Bridgeport	26	35
Jamie	Vient	Dev. Growth	B. S. Salem State College M. Ed. Bridgewater State College	2	13
Laura	Weatherup	Speech/Language Pathologist	B. S. Westfield State M. S. Boston University	1	18
Barbara	Webb	P-K Sp.Ed. T.A.	B. A. Keene State College	6	30
Cheryl	West	Sp. Ed. T.A.	B. S. Cortland University	16	19
James	Willcox	Lead Custodian	A. A. C. C. Community College	12	12
Christine	Wilson	Cafeteria		7	7
Jeannine	Windle	P.T. Cafeteria		1	
Maryanne	Woods	Sp.Ed T.A.	B. A. Our Lady of Elms College M.A.T. Our Lady of Elms College	4	27
Deborah	Zabielski	Title I	B.S. Plymouth State University	10	11

## MIDDLE SCHOOL

Name		Position	Degree	Service to Harwich	Total Experience
William	Altieri	Industrial Arts	B. S. Salem State College	6	24
Deborah	Barker	Cafeteria	A. A. Cape Cod Community College	20	20
Leslie	Chizek	.8 Speech Therapist	B. A. University of Florida M. A. University of Miami	9	29
Denise	Creedon	Gr. 8 Math	B. S. Lesley College M. A. Boston College	17	21
Pamela	Cundall	T.A.			
Lauren	Cutter	Gr. 7 Math	B. S. North Adams State	15	23
Deborah	Darson	Adj. Counselor	A. A. University of New England B. S. Univ. of Northern Colorado M. S.W. University of Michigan	17	29
Sally	Davol	Sp. Ed. T.A.	B. A. Syracuse University	6	11
Christine	Donovan	Gr. 6	B. A. Stonehill College	6	10
Alice	Fabia	Gr. 7 English	B. S. S.U.N.Y. at Plattsburgh M. Ed. Cambridge University	22	28
Mary	Falcone	Gr. 6	B. A. St. Joseph College	16	33
Joseph	Ferreira	Custodian		20	27
Sean	Fleming	Social Studies	B. S. Springfield College M. A. Endicott College	8	9
Melinda	Forist	Gr. 7 Science	B. S. Grand Valley State College M. Ed Northern Illinois University M. Ed. Lesley College M. Ed. Lesley University	15	26
Lauren	Griffiths	Sp.Ed. T.A.	B. S. Rivier College	6	12
Kristi	Hall	Cafeteria		7	7
Helen	Hark	Cafeteria		22	22
Katherine	Holden	Family & Consumer Science	B. S. State College at Framingham	24	26
Mark	Hurrie	ALP	B. A. University of Virginia M. Ed. Endicott College	5	6
Christopher		Johnson	Custodian	3	4
Jeanne	Keefe	Nurse M.S.	B. S. Northeastern University B. S. University of Massachusetts	13	31
Nancy	Keefe	French/Spanish	B. A. Bridgewater State College	4	34
Lisa	Magelaner	Sp. Ed. M.S.	B. A. University of Connecticut	16	20
Lesley	Maker	Cafeteria (PT)		11	11
Nancy	Malcolm	Gr. 6	B. S. Boston University	23	26
Andrew	Matheson	Gr. 8 Social Studies	B. S. Salem State College M. S. Ed. University New England	11	13
Virginia	McGeoch	Reading Teacher	B. S. Ed. Wheelock College M. S. Ed. Wheelock College	18	28

## MIDDLE SCHOOL

<b>Name</b>		<b>Position</b>	<b>Degree</b>	<b>Service to Harwich</b>	<b>Total Experience</b>
Kathleen	Mendoza	Gr. 6	B. S. Ed. Univ. of Massachusetts M. Ed. Lesley University	9	36
Sylvia	Merrill	Librarian	B. A. Southeastern Mass. Univ. M. Ed. Bridgewater State College	3	15
Gordon	Napierkowski	Instrumental Music	B. M. Ed. University of Lowell M. M. P. Univ. of Massachusetts	6	18
Kelly	Ozolins	Gr. 8 Science	B. S. State Univ. of NY - Albany M. A.T. Bridgewater State	3	4
Georgia	Petrasko	Gr. 7 Reading	M. A. T. Bridgewater State	1	21
Theresa	Reinwald	Sp.Ed T.A.	B. S. Salve Regina University	8	18
Pamela	Reuss	Gr. 8	B. A. L. S. Lesley College M. Ed. Cambridge College M. Ed. Bridgewater State College	9	18
John	Riley	Principal	B. A. Assumption College M. Ed Fitchburg State College M. D. Seton Hall University M. Ed. Worcester State College	1	31
Sally	Rutledge	Gr. 6	B. A. St. Michaels College M. Ed. Lesley College	12	15
Karen	Savage	Gr. 6 Science	B. S. Skidmore College M. Ed. Northeastern University	19	29
Kathleen	Serafini	Phys. Ed. M.S.	B. A. Bridgewater State College M. Ed. Fitchburg State College	5	10
Roberta	Simmons	Secretary	B. S. University of Massachusetts	8	12
Nena	Tobin	Sp. Ed.	B. A. Providence College M. A. Cambridge College	2	9
Diana	Toscano-Gross	General Music/ Choral	B. M. Simpson College M. M. Manhattan School of Music	5	31
Diane	Turco	Sp. Ed. M.S.	B. S. Bridgewater State College M. Ed. Northeastern University	14	33
Terence	Van Essendelft	Computer Technician	B. A. Ithica College	2	3
Bernadette	Waystack	Art M.S.	B. F. A. Univ. of Massachusetts	14	21
Steven	Wilson	School Psychologist	B. A. Amherst College M. A. Alfred University	35	37

## HIGH SCHOOL

<b>Name</b>		<b>Position</b>	<b>Degree</b>	<b>Service to Harwich</b>	<b>Total Experience</b>
John	Anderson	Social Studies	B. A. Univ. of Massachusetts M. Ed. American Intercontinental Univ.	7	10
Karen	Bairstow	Nurse	B. A. University of Connecticut A. D. N. C. C. Community College M. S. N. Simmons College J. D. Mass. School of Law	7	22
Carolyn	Bassett	Cafeteria		21	21
Kevin	Bates	Social Studies	B. A. Bates College M. Ed. Boston College	8	15
Ted	Beer	Math	B. S. Ball State University M. Ed. Framingham State College	9	13
Jonathan	Bennett	Guidance Counselor	B. A. Univ. of Massachusetts M. S. Cal. State - Long Beach Univ.	6	13
James	Birchfield	Instructional Tech. Specialist	B. A. New York University M. A. Western Governor's Univ.	7	13
Carla	Blanchard	French	B. A. Yale University M. A. T. Simmons College C. A. G. S Bridgewater State	14	21
David	Breski	Tech/Web/Eng.	B. S. Siena College M. S. College of St. Rose	1	4
Stacy	Brunell	Physical Education	B. S. Catawba College	3	6
David	Burke	Sp. Ed. T.A.	B. S. Univ. of Massachusetts	8	31
Robert	Byrnes	Science	B. S. Suffolk University M. S. Univ. of New Hampshire	4	37
Margaret	Callagy	Guidance Counselor	B. A. Fairfield University M. Ed. Fairfield University	9	19
Joanne	Campbell	Principal's Secretary	B. F. A. Ramapo State College	8	8
Anthony	Catanzaro	Industrial Arts	B. S. Fitchburg State	22	32
Angelina	Chilaka	Health	B. S. Northeastern Univ. M. A. Columbia University	22	32
Caren	Coppola	Sp. Ed.	B. A. North Adams State College M. Ed. Bridgewater State College	10	21
Valerie	Cote	Sp. Ed.	B. S. Springfield College M. Ed. Fitchburg State College	5	22
David	Demers	Maintenance		16	44
John	Dickson	Social Studies	A. B. Harvard University M. Ed. Lesley University	12	15
Deborah	Donovan	Art	B. F. A. Southeastern Mass. Univ.	18	19
Robert	Donovan	Custodian		21	29
Ann	Dooley- Trabucco	Voc/Life Skills	B. S. E. Westfield State College	10	36

## HIGH SCHOOL

<b>Name</b>		<b>Position</b>	<b>Degree</b>	<b>Service to Harwich</b>	<b>Total Experience</b>
Diane	Dorgan	Information Technology	B. S. Salem State College M. Ed. Fitchburg State College	25	28
Jill	Eastman	Earth Science Teacher	A. A. Cape Cod Community College B. A. Westfield State M. A. A. Cambridge College	9	19
Nicola	Fallon	Asst. Prin.'s Secretary	A. A. Westchester Community	3	6
Janice	Freeman	Cafeteria		23	31
Robert	Garofalo	Maintenance/Custodian		5	43
Janie	Girolamo	Assistant Principal	B. S. Hofstra University M. S. Michigan State University	9	26
Eileen	Harrington	Math	B. A. Westfield State College M. A. T. Bridgewater State College	1	8
Joseph	Heggi	Sp. Ed. Teacher	B. S. Univ. of Missouri M. A. Webster University	8	33
Mary	Hemeon	Mathematics	B. A. Keuka College	25	25
Elizabeth	Hoff	Spanish	B. S. University of Missouri	1	3
Erin	Hofmann	English	B. A. Nova Southeastern Univ. M. Ed. Fitchburg State College	10	11
Richard	Houston	Social Studies	B. A. College of the Holy Cross M. A. T. Boston College	15	32
Kristy	Kehoss	Social Studies	B. A. Western New England College M. Ed. University of Bridgeport	2	2
Karen	Kelly	English	B. A. Univ. of Massachusetts M. A. Bridgewater State College	23	24
Lisa	Kiefer	Business/ Technology	B. S. Trinity College	2	24
Anne	Leete	English	B. A. Emmanuel College	12	16
Jackie	Leger	Cafeteria P/T		8	9
Lynne	LeVangie	English	B. A. Mount Holyoke College	8	16
Terry	Masterson	Cafeteria		27	31
Janis	McGrory	Math	B. A. Mass. College of Liberal Arts M. Ed. Cambridge College	1	6
Haley	McMurray	Chemistry	B. S. College of William & Mary M. A. Simmons College M. S. Univ. of Rhode Island	1	3
Peter	Moynagh	Alt. Ed. T.A.	B. S. Bentley College	10	12
Kevin	Oakley	Lead Custodian		13	34
Charles	Potter	Custodian		6	13
Rosemarie	Richard	Choral Music/ Band	B. M. Moravian College M. S. Central CT State University	8	17



## HIGH SCHOOL

<b>Name</b>		<b>Position</b>	<b>Degree</b>	<b>Service to Harwich</b>	<b>Total Experience</b>
Patricia	Rose	Secretary		5	30
Liane	Schneider- Biron	Art	B. S. Westfield State College B. F. A. Univ. of Massachusetts	10	30
Denise	Sessler	Math	B. S. E. E. Clarkson University M. B. A. Western New England M. Ed. Bridgewater State College	9	11
Elizabeth	Simmons	Spanish/French	B. A. Hartwick College M.A. S.U.N.Y. Albany	21	23
Robert	Smeltzer	Foreign Language	B. A. Univ. of California M. Ed. Univ. of Massachusetts M. A. Millersville University	9	20
George	Sowpel	Alternative Ed.	B. A. Univ. of Rochester	10	13
Michele	Stalker	Guidance Secretary		29	30
Rebecca	Stang	Biology	B. A. Brown University M. A. Univ. of Minnesota M. Ed. Univ. of Minnesota	1	2
Mark	Sugermeyer	Health/Phys. Ed.	B. S. Springfield College	24	36
Herbert	Summers	Sp. Ed. T.A.	B. S. Bridgewater State College	7	21
Robin	Titus	School Psych.	B. A. Univ. of Connecticut M. A. St. Lawrence University	20	33
Kevin	Turner	Principal	B. A. Univ. of Massachusetts M. A. T. Bridgewater State College C.A.G.S. Bridgewater State College	5	19
Thomas	Underwood	Computer Tech.		2	13
Arthur	Valle	Custodian		6	20
Joanne	Weekes	Sp. Ed. T.A.		9	36
Deidre	Whittemore	Media Specialist	B. A. Regis College M. Ed. Bridgewater State College	7	17
Candace	Wolcott	T.A.	B. A. N. Y. I. T.	4	5

## CENTRAL OFFICE

<b>Name</b>		<b>Position</b>	<b>Degree</b>	<b>Service to Harwich</b>	<b>Total Experience</b>
Mary	Bantick	Medicaid Clerk		11	41
Carla	Blanchard	Director of Curriculum, Instruction & Assesment	B.A. Yale University M.A.T. Simmons College C.A.G.S Bridgewater State	14	21
Carolyn	Broderick	Administrative Assistant		9	28
Carolyn	Cragin	Superintendent	B.A. Northeastern Univ. M. Ed., Bridgewater State College Ed. D. Boston College	3	38
Nancy	Curry	C.O. Sec./Personnel/Payroll		11	34
Joel	Dickerson	Business Manager	B. A. Univ. of Texas M. B. A. Bentley College	1	13
Susan	Held	Bookkeeper	A.S. Cape Cod Community College	4	16
Antigone	London	Secretary/Sp. Ed./PPS		18	23
Barbara	Susko	Administrative Assistant	A. S. Aquinas College	-1	14
Anthony	Teso	Sp. Ed. / PPS Director	B.A. Univ. of Massachusetts M. Ed. Fitchburg State College M.A. Framingham St. College	3	37

# *Report of the* **High School Building Needs Committee**

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Secondary schools deepen knowledge in academic disciplines; develop talent in critical thinking, athletics and the arts; and build community by fostering the development of responsibly educated citizens. Harwich provides all of these for its students amid a challenging complex of laws, regulations and systematic assessments. The high school building in which these goals are addressed, however, is outdated and inadequate in both program and facility for the challenge of delivering a 21st Century education.

In the early days of American education, secondary education was not an option for many of America's students because the economic realities of family survival were too pressing. Over time, as the Industrial Revolution was born, the need for a more educated and literate pool of workers made secondary education more attractive. Private American academies had educated the sons of the rich since the nation's inception, and privileged young women, from wealthy families were tutored in the arts, but public education beyond grade eight for most American teenagers was rare.

The first public secondary school in the nation was Boston Latin School (1636), an "exam" school that was a preparation for Harvard University. In 1821, the first comprehensive public high school in America – the English High School – was organized in Boston. There have been many models of public schooling since, from the one-room schoolhouse to the 190 million dollar high school now planned in Newton, Mass.

As we fast forward to the current Harwich secondary school replacement project, several significant features must be understood.

- Harwich secondary students exceed Massachusetts' standards for competency, despite the impairments of an obsolete building. *The Boston Globe* 2008 rankings of 349 high schools based on MCAS student achievement scores placed Harwich High School 15 in mathematics, 27 in English language arts, and 36 in biology.
- Harwich secondary students' attendance data equals other highly-regarded school districts.
- Harwich athletic teams are consistently competitive and the arts programs produce exceptional work.
- The current high school building has serious flaws that reduce its capacity to meet its educational mission, especially in the sciences, technology and the ability to offer advanced-level courses.
- The Commonwealth of Massachusetts, through the Massachusetts School Building Authority, has indicated that it will no longer fund construction of

small (e.g. 400 student) high schools. In response to the Harwich request for funding to address the high school facilities issues, MSBA directed Harwich to pursue "Regionalization Assessment" with Chatham.

- Many other cities and towns in Massachusetts have built state-of-the-art secondary school facilities in recent years, both as town and regional schools. Harwich secondary students will be competing with graduates of those state-of-the-art secondary schools for college and military academy entrance, for specialized learning in foreign languages, technology, arts, science and economics, and for scholarships to fund daunting college tuition costs for families. The town has an ethical responsibility to provide a state-of-the-art education for the 21st Century for the children of Harwich.
- The current Harwich High School was built 44 years ago. It is costly to maintain, has serious flaws in design and infrastructure, and lacks the flexibility and construction quality to be retrofitted to meet the educational requirements of the 21st Century.

As a community we have voted to support many capital projects including public safety buildings, water resources, a community center and recreational projects. Now it is time for the Harwich citizenry to focus on building a modern educational structure that will provide a competitive education for our students through the current century.

Student enrollment is declining in our town and across Cape Cod. We must find a new way of organizing our educational programs so that there is a systematic and fairly-funded school to meet the needs of a town population dominated by people with limited direct connection with the school system, but who will benefit from the knowledge that they have served the town's education efforts well by supporting a new secondary educational facility for our students. Students who are now in the early grades must be assured that a comprehensive state-of-the-art Harwich secondary education will be put in place to ensure excellence and continuity for their future secondary education.

It will be a noble legacy for us to provide a state-of-the-art facility for our treasured Town of Harwich as its students strive to compete with other students around the nation and the world well into the 21st Century. The children of Harwich deserve no less.

### **Harwich High School Building Needs Committee Conclusions**

The essential question that has guided the work of the HHS Building Needs Committee has been:

***In the best interest of Harwich children, families and community, what is the most appropriate resolution to the problem of an aging Harwich High School Facility?***

After nineteen months of research, investigation and discussion, the SBNC presents the following conclusions and recommendations.

## 1. Educational Program

The educational program provided to Harwich students is adversely affected by the limitations of the aging 1963 facility, designed to meet the needs of mid 20th Century. The current Harwich High School lacks the resources and infrastructure necessary to educate students for their futures in a rapidly-changing world. Among the areas of greatest need are:

- a. Technology
- b. Adequate and appropriate space
- c. Lab facilities
- d. Compliance and security
- e. Energy efficiency

## 2. Facility Condition

The condition of the current facility presents significant structural, maintenance, and energy-efficiency challenges that could be addressed only through costly repairs and would yield only short-term solutions. The “tired” condition of a building that has served the community for four decades also limits the possibility of retrofitting to accomplish the necessary upgrades. According to the report of the New England Association of Secondary Schools and Colleges, which placed the high school in its “Warning” category due to facilities and facilities-related curriculum,

The current facility does not sufficiently support student learning. While the existing school site is valued by the Harwich community, and cherished by students and faculty members for its unique Cape Cod style and historical design, inability to control heat, periodic rodent infestation, poor ventilation, roof and ceiling leaks, and lack of storage are among the most immediate problems with the facility.

FY 2008 maintenance budget for Harwich High School (\$51,350) represents more than three times the amount (\$15,850) for the recently-renovated Harwich Elementary School which serves more students and has more square footage.

### High School Building Expenditures 2006-2010 Budget

	2005	2006	2007	2008	2009	2010
					Budget	Budget
HHS Electricity	85,038	106,945	94,760	93,984	121,184	109,250
HHS Gas	129,116	118,078	137,008	159,589	146,000	180,200
HES Gas	97,524	79,754	95,601	105,665	105,000	115,380
HHS Maintenance of building	52,265	60,728	60,898	52,331	83,350	77,331
HES Maintenance of building	29,404	27,455	19,343	17,293	25,850	49,293

Costs for maintenance of the antiquated high school facility will increase to \$83,350 for FY 2009. Among the most significant challenges are:

- a. Lack of fire-suppression sprinkler system.
- b. Two of the facility's five buildings have limited capacity to resist lateral wind loads and should be reinforced.
- c. Exterior walls contain no vapor barrier or insulation. The cost to replace insulation for the cafeteria alone has been estimated at \$30,000.
- d. The heating and ventilation system was designed and installed in 1962 and is inadequate for current needs.
- e. The boilers are original (1962), and oil burners were replaced in the early 1990's when the entire system was converted to natural gas. The heating system is designed for low-system steam. Constant repair and replacement of steam traps results in an inefficient and inadequate heating system.
- f. Nine modular classrooms provide essential classroom space; four are detached and accessed via an open ramp, negatively impacting security and student access.
- g. The intercom and phone systems are antiquated, making communication difficult, unreliable, and costly to repair.
- h. The building would not meet current energy, safety, building, and handicapped access codes (e.g. water fountains, exit ramps, etc.).
- i. Architect Brad Dore of Dore and Whittier indicated that renovation is the "least desirable route" for program effectiveness, energy efficiency and affordability.
- j. Educational services to students frequently have been disrupted by problems related to the age and condition of the facility (esp. old modular classrooms).

### **3. Regionalization**

Regionalization with another school district offers the potential to create a strong, sustainable regional school district – provided both districts are well matched and share a commitment to significant educational values for student achievement and personal development. Because regionalization provides limited fiscal advantages and sacrifices independence and local character, however, any regionalization plan must compensate for these issues by providing enhanced educational opportunities for Harwich children.

### **4. Massachusetts School Building Authority Funding**

The Massachusetts School Building Authority is unwilling to fund construction of buildings for small high schools. According to enrollment projections by the New England School Development Council, during the ten-year period from 2007 to 2017 Harwich High School is expected to decline from 410 to 320

students. In response to the Harwich Statement of Interest submitted to secure funding for a new high school facility, the MSBA placed Harwich High School in its “Regionalization Assessment” category. MSBA officials reaffirmed this stance in a meeting with a Harwich delegation in April 2008. MSBA recently voted to allocate up to six percentage points in its funding formula toward reimbursement of a building project involving a newly-formed region.

## **5. Demographics**

Decreasing enrollment driven by demographic changes on Cape Cod, including the increased percentage of second homes and elderly residents limits available options for small districts with aging facilities. Regionalization, including construction of a new regional high school, or construction of a Harwich middle-senior high school are alternatives that the Massachusetts School Building Authority has indicated it would support.

## **Harwich High School Building Needs Committee Recommendations**

### **New Facility Needed to Replace Harwich High School**

**The educational inadequacy and physical condition of the current high school makes replacement of the obsolete facility a critical priority for the Harwich community.** Although the HHS Building Needs Committee recommends a new building rather than renovation of the current facility, new Massachusetts School Building Authority regulations require that MSBA and a community work together to design a plan for facility improvement once the MSBA has accepted a school project request. Architect Brad Dore of Dore and Whittier indicated that renovation is the “least desirable route” for program effectiveness, energy efficiency and affordability. The committee believes that planning should proceed according to the established timeline of the Harwich Capital Plan which has scheduled new high school plans for 2012 and construction for 2013. Additional information includes a 2006 Massachusetts School Building Authority (MSBA) study of all school facilities in the state. Harwich High School was rated a “Category 4” school (the lowest on a one-to-four scale), one of only 62 facilities or three percent of the state’s schools, judged to be in a condition designated as “in need of substantial work.” (Appendix A) However, state support would not be available to build a new 9-12 school for the current population of fewer than 400 students. **In order to address the problem of the current high school facility, the building needs committee recommends the following options, in order of preference:**

### **Option I – Regionalization**

Harwich should continue to pursue regionalization options with Chatham through the superintendents, school committees, and boards of selectmen.

This process is important in order to:

- a. Thoroughly investigate the possibilities for development of a model regional district
- b. Address the MSBA's requirement for "Regionalization Assessment"
- c. Identify limited areas for collaboration that may benefit both districts but that do not require formal regionalization

**Formal regionalization talks should be authorized through Harwich and Chatham town meetings in May 2009, establishing "Regional School District Planning Committees" in accordance with Massachusetts General Laws, Chapter 71, Section 14.**

### **Option II – Middle-Senior High School**

Because regionalization discussions with Chatham will, by their nature, be time consuming and ultimately may not result in a merging of the districts, Harwich must continue to address the need for a facility to replace the current high school. Working with the Massachusetts School Building Authority as a planning resource and funding source, Harwich should proceed with plans to replace the existing facility. **Given the MSBA's rejection of small high school proposals, Harwich should re-direct its building focus to a middle-senior high school, a plan that would qualify for MSBA funding should regionalization talks with Chatham fail.**

### **Building Needs Committee Members**

Allin Thompson, *Chairman*

Dr. Robert Larson, *Clerk*

Carla Blanchard, *High School Educator, Director of Curriculum*

Jack Brown

Gary Costin, *School Business Manager (former member)*

Mary Clarke, *High School - School Council*

Dr. Carolyn Cragin, *Superintendent of Schools*

Joel Dickerson, *School Business Manager (new member)*

Deborah Donovan, *High School Educator*

Leslie Flynn

Dennis Hoyer

Dr. Tom Johnson

Brenda Norcott

Terry Russell

Kevin Turner, *High School Principal*

Ed McManus, *BOS Liaison*



# *Report of the* **Cape Cod Regional Technical High School District**

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Cape Cod Regional Technical High School 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. For our school year 2008-2009, we had 703 students enrolled in 18 different technical programs from our sending school district that comprises 12 towns from Mashpee to Provincetown with an operating budget of \$11,903,693.

- Cape Cod Regional Technical High School graduated 158 students in June of 2009.
- In addition to our renewable energy program, our tri-generation system has saved the district over \$160,000 this past year. This new concept demonstrates Cape Cod Tech's commitment to reducing annual energy consumption and that we are doing everything we can to reduce our energy costs.
- Capital improvements for the FY '09 included repaving of Cape Cod Tech's roadways and parking lots phase 1 and the installation of a security and camera surveillance system with the help of a \$50,000 Department of Justice grant through the Harwich Police Department.
- Due to a lack of enrollment over the last 5 years, the Masonry Program was closed.
- This was quite a year for two of our Science Instructors, Charlie Bresnahan and Lynn Fleischer. Mr. Bresnahan was recognized for Outstanding Leadership in Energy Education by three prestigious organizations: Cape Light Compact, The Barnstable County Commission, and the Commonwealth of Massachusetts, House of Representatives. Both Science teachers and Cape Cod Tech were recognized by the Commonwealth and received the 2009 Secretary's Award for Excellence in Energy and Environmental Education. The House of Representatives further recognized Cape Cod Tech's Environmental Studies/Tech Prep Program and the Renewable Energy Education and Awareness Program. Two of our Administrators were asked to present our energy initiatives at a national conference in Arizona last fall.

- SkillsUSA is a national organization serving students enrolled in technical programs. This year our students brought home 3 gold, 5 silver, and 11 bronze medals in the district competition (all 3 gold medal winners are from the Town of Barnstable); 2 gold, 3 silver, and 3 bronze in the state competition; and in the national competition, we brought home a bronze medal in Marine Service Technology and first place in the 2009 National Sustainability Solutions Competition. In addition, 6 students received a first place in the Agri-Science Fair at the Future Farmers of America (FFA) State Convention.
- Cape Cod Tech provides money saving projects for our district and community and these projects not only save thousands of dollars, but also provide our students with real life work experience in a supervised setting. For the 2008-2009 school year, the total estimated value of the savings to our sending towns from work completed by Cape Tech's technical shops was in excess of \$900,000.

Please visit our website: [www.capetech.us](http://www.capetech.us) for more information.

Respectfully submitted,

Carolyn G. Crowell

Lee Culver

*Cape Cod Regional Technical High School District  
School Committee Representatives for the Town of Harwich*

# FINANCE

## *Report of the* **Board of Assessors**

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At a special town meeting held in February 2009, the town voted to change from semi-annual tax bill to a quarterly tax bill, which will help with the town's cash flow. The change will not, however, have any affect on the total taxes an individual pays. The Board of Assessors recommended to the Board of Selectmen that Real Property be taxed at a single rate which is estimated to be \$7.03 per \$1,000 valuation in FY 2010. Last year the tax rate was \$6.25.

The new tax bills will be issued every three months, beginning July 1, 2009. Taxpayers can also access or pay Real Estate and Personal Property tax bills on line any time a bill is due and payable to the town. ([www.harwich.ma.gov](http://www.harwich.ma.gov))

This year is also a revaluation year required by the state every three years. We continue to do approximately 2000 property inspections each year. The value of the Town of Harwich has declined 6% or \$300 million from 5.2 billion to 4.9 billion.

Jill Mason and Channel 18 have been working with the Board of Assessors for several years to help educate the citizens of Harwich on the various tax programs. There is always something new to learn.

The Assessors Department deserves a special thank you for a job well done during these difficult and demanding times.

Respectfully submitted,

Richard J. Waystack, *Chairman*  
Robert S. Neese  
Bruce W. Nightingale

## **FISCAL YEAR 2010**

The taxable value of all real and personal property assessed:	\$ 4,944,911,740.00
Total amount to be raised:	\$ 56,669,977.06
Total estimated receipts and revenue:	\$ 21,907,247.52
Net amount to be raised by taxation of real and personal property:	\$ 34,762,729.54
Tax rate for each \$1000 value assessed:	\$ 7.03
Total number of tax bills:	16,032

## **MOTOR VEHICLE EXCISE ISSUED IN FISCAL YEAR 2009**

16,764	-Bills were issued with a valuation of:	\$ 73,058,400.00
	-Amount of tax:	\$ 1,596,079.15
931	-Abatements were issued in the amount of:	\$ 84,817.25

## **BOAT EXCISE ISSUED IN FISCAL YEAR 2008**

1,191	-Bills were issued with a valuation of:	\$ 5,793,000.00
	-Amount of tax:	\$ 57,411.32
342	-Abatements were issued in the amount of:	\$ 19,850.10

**Commonwealth of Massachusetts Department of Revenue  
NOTICE TO ASSESSORS OF ESTIMATED RECEIPTS  
General Laws, Chapter 58, Section 25A**

**HARWICH**

**A. EDUCATION:****Distributions and Reimbursements:**

<b>1. Chapter 70</b>	<b>1,833,840</b>
<b>2. School Transportation</b> <i>Chs. 71, 71A, 71B and 74</i>	
<b>3. Retired Teachers' Pensions</b> <i>Ch. 32, s. 20 (2) (c)</i>	
<b>4. Charter Tuition Reimbursements</b> <i>Ch. 71, s. 89</i>	<b>73,990</b>

**Offset Items – Reserve for Direct Expenditure:**

<b>5. School Lunch</b> <i>1970, Ch. 871</i>	<b>7,070</b>
<b>6. School Choice Receiving Tuition</b> <i>Ch. 76, s. 12B, 1993, Ch. 71</i>	<b>724,164</b>
<b>Sub-Total, All Education Items</b>	<b>2,639,064</b>

**B. GENERAL GOVERNMENT:****Distributions and Reimbursements:**

<b>1. Unrestricted General Government Aid</b>	<b>379,514</b>
<b>2. Local Share of Racing Taxes</b> <i>1981, Ch. 558</i>	
<b>3. Regional Public Libraries</b> <i>Ch. 78, s. 19C</i>	
<b>4. Police Career Incentive</b> <i>Ch. 41, s. 108L</i>	
<b>5. Urban Renewal Projects</b> <i>Ch. 121, ss. 53-57</i>	
<b>6. Veterans' Benefits</b> <i>Ch. 115, s. 6</i>	<b>8,357</b>
<b>7. Exemptions: Vets, Blind, Surviving Spouses &amp; Elderly</b> <i>Ch. 58, s. 8A; Ch. 59 s. 5</i>	<b>117,780</b>
<b>8. State Owned Land</b> <i>Ch. 58, ss. 13-17</i>	<b>115,100</b>

**Offset Item - Reserve for Direct Expenditure:**

<b>9. Public Libraries</b> <i>Ch. 78, s. 19A</i>	<b>12,091</b>
<b>Sub-Total, All General Governmen</b>	<b>632,842</b>

<b>C. TOTAL ESTIMATED RECEIPTS, FISCAL 2010</b>	<b>3,271,906</b>
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*Revised as of November 5, 2009*

**Commonwealth of Massachusetts Department of Revenue  
NOTICE TO ASSESSORS OF ESTIMATED CHARGES  
General Laws, Chapter 59, Section 21**

**HARWICH**

**A. County Assessment, County Tax:** *Ch. 35, ss. 30, 31* **343,955**

**B. STATE ASSESSMENTS AND CHARGES:**

<b>1. Retired Employees Health Insurance</b>	<i>Ch. 32A, s. 10B</i>	
<b>2. Retired Teachers Health Insurance</b>	<i>Ch. 32A, s. 12</i>	
<b>3. Mosquito Control Projects</b>	<i>Ch. 252, s. 5A</i>	<b>102,221</b>
<b>4. Air Pollution Districts</b>	<i>Ch. 111, ss. 142B, 142C</i>	<b>6,765</b>
<b>5. Metropolitan Area Planning Council</b>	<i>Ch. 40B, ss. 26, 29</i>	
<b>6. Old Colony Planning Council</b>	<i>1967, Ch. 332</i>	
<b>7. RMV Non-Renewal Surcharge</b>	<i>Ch. 90; Ch. 60A</i>	<b>12,500</b>
<b>Sub-Total, State Assessments</b>		<b>121,486</b>

**C. TRANSPORTATION AUTHORITIES:**

<b>1. MBTA</b>	<i>Ch. 161A, ss. 8-9; 1974, Ch. 825, ss. 6-7</i>	
<b>2. Boston Metro. Transit District</b>	<i>1929, Ch. 383; 1954, Ch. 535</i>	
<b>3. Regional Transit</b>	<i>Ch. 161B, ss. 9, 10, 23; 1973, Ch. 1141</i>	<b>84,381</b>
<b>Sub-Total, Transportation Assessments</b>		<b>84,381</b>

**D. ANNUAL CHARGES AGAINST RECEIPTS:**

<b>1. Multi-Year Repayment Programs</b>		
<b>2. Special Education</b>	<i>Ch. 71B, ss. 10, 12</i>	<b>12,321</b>
<b>3. STRAP Repayments</b>	<i>1983, Ch. 637, s. 32</i>	
<b>Sub-Total, Annual Charges Against Receipts</b>		<b>12,321</b>

**E. TUITION ASSESSMENTS:**

<b>1. School Choice Sending Tuition</b>	<i>Ch. 76, s. 12B, 1993, Ch. 71</i>	<b>1,084,434</b>
<b>2. Charter School Sending Tuition</b>	<i>Ch. 71, s. 89</i>	<b>437,149</b>
<b>3. Essex County Technical Institute Sending Tuition</b>	<i>1998, Ch. 300, s. 21</i>	
<b>Sub-Total, Tuition Assessments</b>		<b>1,521,583</b>

**F. TOTAL ESTIMATED CHARGES, FISCAL 2010** **2,083,726**

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 June 30, 2009*

## *Report of the* **Capital Outlay Committee**

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The Capital Outlay Committee has seven members, two appointed by the Board of Selectmen; one by the Planning Board; two by the Town Administrator and two by the Finance Committee with three year overlapping terms.

The purpose of the Committee is to assist the Town Administrator in the development of an annual seven year capital plan of expenditures of \$100,000 or more, excluding acquisition of land for conservation, open space or watershed protection.

All meetings of the Committee are open to the public with due notice and minutes regularly filed with the Town Clerk. In addition to the Town Administrator, the Town Accountant and Board of Selectmen liaison, Larry Cole regularly participate in each meeting.

The Town Administrator presents the Seven Year Capital Outlay Plan to the Board of Selectmen and the Finance Committee in December, followed by an advertised public hearing by the Finance Committee, all subject to ultimate Town Meeting action.

As was highlighted in the FY 2010-FY 2016 Plan, a new dynamic has been thrust upon the Town in the form of economic turmoil which threatens the financial integrity of the nation, state and town as evidenced by significant decreases of state aid and local receipts. Brutally honest assessments must be applied to the evaluation of all proposed expenditures. Specifically only those capital projects that are critical and/or benefit the town as a whole can be supported during these trying times.

With financing of the new police station in place, the remaining major vital public service expenditures are:

- (1) Replacement/renovation of the high school scheduled for FY 2013.
- (2) Planning/permitting/construction of a waste water management project which, at this time, is undefined as to scope and timing. The cost, while not yet known, will be significant.
- (3) Reconstruction of existing harbor infrastructure and dredging will require continual substantial investments despite the dismal economy.

Although these will be financed by debt exclusions, the impact on taxes will be substantial and will necessitate rigorous cost containment throughout the Town.

Respectfully submitted

Arthur Watson, *Chairman, (Finance Committee appointee)*  
Christopher Harlow, *Vice Chairman, (Board of Selectmen appointee)*  
Bruce Nightingale, *(Board of Selectmen appointee)*  
Joseph McParland, *(Planning Board appointee)*  
Peter Wall, *(Town Administrator appointee)*  
Robert George, *(Town Administrator appointee)*  
Richard Larios, *(Finance Committee appointee)*



## *Report of the* **Finance Committee**

---

The Finance Committee provides an independent review of financial and other matters which affect the Town of Harwich, and disposes of reserve fund transfer requests. We take positions on articles as presented in both regular and special town meetings. The committee conducts regular meetings during the course of the year, and all are open to the public. The committee encourages public participation in the business of the town.

During 2009, The Finance Committee met only in open public sessions, approximately 32 times. This included departmental budget reviews, and review of town meeting articles, as well as attending various Board of Selectmen meetings and town department/committee meetings.

The wide spread economic decline and the reductions in local aid from the Commonwealth coupled with 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” element of town meeting. Free cash was certified for the past three fiscal years as follows: FY 06, \$2.080 million; FY 07, \$1.766 million; and FY 08, \$1.008 million. No one expects the level of free cash to reverse this downward trend. Consequently, there will continue to be less and less money available for articles.

There is no expectation that local aid will increase for the next fiscal year; we anticipate additional reductions. The most recent Five Year Financial Plan indicates that these stresses on the town finances will not ease. These tough times will not magically change. It means reduced services, increased taxes, shared services with other communities, regionalization, or some combination of each 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 will 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.

Three of our committee members resigned in 2009. We wish to extend thanks to William Fitzgerald, Arvid Groswald and Robert E Tombs for their thoughtful additions and diligent service to this committee.

Special thanks to James Merriam, Town Administrator, David Ryan, Director of Finance, and Town department heads and committees for providing this committee with insight and timely and substantive information.

Respectfully Submitted

*Harwich Finance Committee*

Linda A Cebula, *Chair*

Dana DeCosta

William Greenwood

Peter Hughes

Richard Larios

Albert C. Patterson

Arthur F. Watson Jr.

Brian Widegren

# *Report of the* **Finance Director/Town Accountant**

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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, 2009:

## 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 Systems Director for their combined efforts and support in accomplishing the goals set for Fiscal Year 2009. In addition I thank the Finance Committee, Capital Outlay Committee, Water Commissioners and Superintendent of Schools for their continued support. I would like to thank all the citizens and committee members that I have had the pleasure of serving during the past year. Finally I would especially like to thank the staff of the finance department for their hard work and support throughout the year.

If there is additional information you need, please feel free to call me at Town Hall.

Very truly yours,

David L. Ryan  
*Finance Director/Town Accountant*  
*Town of Harwich*

**TOWN OF HARWICH, MASSACHUSETTS**  
**COMBINED BALANCE SHEET- ALL FUNDS AND ACCOUNT GROUPS**  
**JUNE 30, 2009**

	<u>GOVERNMENTAL FUND TYPES</u>				<u>FIDUCIARY FUND TYPES</u>		<u>ACCOUNT GROUPS</u>		<u>ACCOUNT GROUPS</u>	
	<u>GENERAL FUND</u>	<u>SPECIAL REVENUE</u>	<u>CAPITAL PROJECT</u>	<u>ENTERPRISE FUND</u>	<u>TRUST &amp; AGENCY</u>		<u>LONG-TERM OBLIGATIONS GROUP</u>	<u>GENERAL CAPITAL ASSETS NET OF ACCU. DEPRECIATION</u>	<u>COMBINED TOTALS</u>	<u>MEMORANDUM ONLY</u>
<b>ASSETS</b>										
CASH AND SHORT-TERM INVESTMENT \$	7,959,959	5,425,345	3,163,886	1,191,293	2,869,684				20,610,167	
RECEIVABLES:										
REAL ESTATE & PERSONAL PROPE	869,491								869,491	
REAL ESTATE TAX (LIESDEFERREI	1,648,779								1,648,779	
MOTOR VEHICLE AND BOAT EXCISE	157,980	178,381							157,980	
SEPTIC LOANS RECEIVABLES									178,381	
OTHER(Ambulance, Disposal,Misc & E	1,340,119	363,800		110,921	19,124				1,833,964	
CAPITAL ASSETS, NET OF DEPRECIATION								94,443,371	94,443,371	
INVESTMENTS					219,049					
MSBA	5,907,793								5,907,793	
CHAPTER 90	1,287,135								1,287,135	
DUE FROM OTHER FUNDS	-								-	
TAX FORECLOSURES	224,899								224,899	
LANDFILL/ COMP & AUTH. UNISSUED							1,751,553		1,751,553	
AMOUNT TO BE PROVIDED FOR	-								-	
RETIREMENT OF LONG TERM DEBT	-	-	-	-	-		36,390,254	-	36,390,254	
<b>TOTAL ASSETS \$</b>	<b>19,396,155</b>	<b>5,967,526</b>	<b>3,163,886</b>	<b>1,302,214</b>	<b>3,107,857</b>		<b>38,141,806</b>	<b>94,443,371</b>	<b>\$165,522,816</b>	

**TOWN OF HARWICH, MASSACHUSETTS**  
**COMBINED BALANCE SHEET- ALL FUNDS AND ACCOUNT GROUPS**  
**JUNE 30, 2009**

GOVERNMENTAL FUND TYPES									
GENERAL FUND					FIDUCIARY FUND TYPES		ACCOUNT GROUPS		COMBINED TOTALS (MEMORANDUM) ONLY
GENERAL FUND	SPECIAL REVENUE	CAPITAL PROJECT	ENTERPRISE FUND	TRUST & AGENCY	LONG-TERM OBLIGATIONS	CAPITAL ASSETS	NET OF ACCU. DEPRECIATION		
LIABILITIES & FUND EQUITY									
LIABILITIES:									
WARRANTS PAYABLE	\$ 2,810,480								\$ 2,810,480
IBNR- PAYABLE	-								
RESERVE FOR ABATEMENTS	725,140								725,140
TAILINGS	63,220								63,220
GUARANTEE DEPOSITS	20,743								20,743
OTHER LIAB (PR, W/H, )	39,505		223		(3,591)				36,137
DEFERRED REVENUE	10,688,058	542,181		110,921	19,124				11,360,284
SEPTIC LOANS									-
DUE TO OTHER FUNDS									-
LANDFILL/ COMP & AUTH. UNISSUED							1,751,553		1,751,553
FB DEPOSITS									-
BONDS AND NOTES PAYABLE	-	-	-	-	-	36,390,253	-	-	36,390,253
TOTAL LIAB	14,347,146	542,181	-	111,145	15,533	38,141,806	-	-	53,157,810
FUND EQUITY (DEFICIT):									
ENCUMBRANCES	2,052,072			644,833					2,696,905
INVESTED IN CAPITAL ASSETS NET								94,443,371	94,443,371
RESERVED FOR EXPENDITURES	924,014								924,014
RESERVED SCHOOL PURCHASE ORDE	317,326								317,326
OVERLAY SURPLUS	100,000								100,000
RESERVED FUND APPROP. DEFICIT	-								-
RESERVED -(SNOW & ICE REMOVAL)	-								-
RESERVED FOR COURT JUDGEMENT	-								-
RESERVED FOR CPC OPEN SPACE		211,691							211,691
RESERVED FOR CPC HISTORIC		30,000							30,000
RESERVED FOR CPC COMMUNITY HOUSING									-
RESERVED FOR INVESTMENTS					219,049				219,049
UNRESERVED FUND BALANCE	1,655,597	5,183,654	3,163,886	546,237	2,873,276				13,422,649
TOTAL FUND BALANCES	5,049,009	5,425,345	3,163,886	1,191,070	3,092,325			94,443,371	112,365,006
TOTAL LIABILITIES AND FUND EQUITY	\$ 19,396,155	\$ 5,967,526	\$ 3,163,886	\$ 1,302,214	\$ 3,107,858	\$ 38,141,806	\$ 94,443,371	\$ 94,443,371	\$ 165,522,816

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<b>FY 2009 Departmental Revenues YTD 6/30/09 General Fund</b>	<b>Actual FY 2009 REVENUE</b>	<b>Actual FY 2008 REVENUE</b>	<b>Variance</b>
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**01004 GENERAL**

010004 432029 PRIOR YEAR RECOVERY	385	1,296	(911)
010004 458901 MEDICAID	100,766	161,430	(60,664)
010004 481004 SALE OF PROPERTY	0	4,531	(4,531)
010004 481005 CC REG TECH FEE(RES OFFICER)	20,000	20,000	-
010004 484010 WORKERS COMP RECOVERY	407	0	407
010004 484099 GEN FUND MISC REVENUE	11,079	18,174	(7,095)
			-
<b>TOTAL GENERAL FUND - MISC REVENUE</b>	<b>132,636</b>	<b>205,430</b>	<b>(72,795)</b>

**011224 SELECTMEN - REV**

011224 432003 PHOTOCOPIES		15	(15)
011224 436005 FRANCHISE FEES		13,906	(13,906)
011224 441000 LIQUOR LICENSES	66,900	61,300	5,600
011224 442001 HOTEL, MOTEL, INN	950	900	50
011224 442003 CABLE	4,130	4,128	2
011224 442004 JUNK COLLECTOR, DEALER	595	490	105
011224 442005 USED CAR DEALER	900	1,100	(200)
011224 442006 AMUSEMENT DEVICE LICENSE	900	700	200
011224 442008 TAXI/LIMO LICENSE		145	(145)
011224 442009 ENTERTAINMENT LICENSE	2,735	3,055	(320)
011224 442010 MOTION PICTURE LICENSE	900	900	-
011224 442011 AUCTIONEER LICENSE	0	0	-
011224 442012 COMMON VICTUALLER LICENSE	2,400	2,400	-
011224 442013 OTHER FOOD SERVICE LICENSE	21,720	21,720	-
011224 445001 SHELLFISH PERMITS	60		60
011224 45005 MISCELLANEOUS LIC/PERMITS	100	40	60
011224 484099 MISCELLANEOUS REVENUE	20,171	155	20,016
<b>TOTAL SELECTMEN - REV</b>	<b>122,460</b>	<b>110,954</b>	<b>11,506</b>

**011414 ASSESSORS - REV**

011414 432003 PHOTOCOPIES	1,608	2,380	(772)
011414-432045 ABUTTERS FEES	6,258	8,134	(1,876)
011414-461100 STATE OWNED LAND	127,766	119,161	8,605
011414-414000 STATE AID- VETS/BLIND/SURV SPO	83,536	79,693	3,843
011414-461600 STATE AID ELDERLY ABATEMENTS	41,216	41,164	52
011414-462100 STATE AID CHPT. 70	1,674,476	1,725,972	(51,496)
011414-463000 STATE AID SBA	1,352,672	1,352,679	(7)
011414-467100 STATE AID- LOTTERY, BEANO,CHA	483,858	536,099	(52,241)
011414-4467300 STATE AID CHARTER REIMBURSE	77,623	85,377	(7,754)
011414-4484099 MISCELLANEOUS	0		-
011414 699001 MOTEL & HOTEL TAX	456,342	420,897	35,445
<b>TOTAL ASSESSORS - REV</b>	<b>4,305,355</b>	<b>4,371,556</b>	<b>(66,201)</b>

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<b>FY 2009 Departmental Revenues YTD 6/30/09 General Fund</b>	<b>Actual FY 2009 REVENUE</b>	<b>Actual FY 2008 REVENUE</b>	<b>Variance</b>
<b>011454 TREASURER - REV</b>			-
-----			-
011454 431455 ADMINISTRATION FEES		0	-
011454 432003 PHOTOCOPIES		35	(35)
011454 432007 BOUNCED CHECK FEE	1,675	1,620	54
011454 480099 MISC	164	0	164
011545 482010 SALE OF BONDS		0	-
011454 482001 INVESTMENT REVENUE	208,123	368,629	(160,506)
011454 482011 INTEREST SEPTIC LOANS	979	892	88
<b>TOTAL TREASURER - REV</b>	<b>210,941</b>	<b>371,176</b>	<b>(160,235)</b>
			-
<b>011464 COLLECTOR REV</b>			-
011464-411000 PROPERTY TAXES	32,116,376	31,085,424	1,030,952
011464-414200 TAX TITLE, DEFERRED BETTERMEI	115,405	120,156	(4,751)
011464-484099 MOTOR VEHIC. & BOAT	1,551,625	1,757,622	(205,997)
011464 417001 PEN & INT REAL ESTATE TAXES	117,111	109,464	7,647
011464 417002 PEN & INT PERS PROP TAXES	7,325	3,519	3,806
011464 417003 PEN & INT MV EXCISE TAXES	41,355	40,239	1,115
011464 417004 PEN & INT BOAT EXCISE TAXES	1,074	2,021	(947)
011464 417005 PEN & INT TAX TITLE	14,768	38,901	(24,133)
011464 417006 PEN & INT DEFERRED TAXES	3,381	5,293	(1,912)
011464 417009 PENALTY & INTEREST LAND BANK			-
011464 417010 PEN & INT SEPTIC BETTERMENT	140	352	(212)
011464 417013 INTEREST CPC	2,823	2,998	(175)
011464 418001 IN LIEU OF TAXES LOCAL	45,483	69,496	(24,013)
011464 432001 COLLECTORS FEES & CHARGES	375	450	(75)
011464 432003 PHOTOCOPIES	109	99	9
011464 432008 MARKING FEES	11,640	13,000	(1,360)
011464 432009 MUNICIPAL LIEN CERTIFICATES	24,651	21,225	3,426
011464 484099 MISC. INCOME	2,361	0	2,361
<b>TOTAL COLLECTOR - REV</b>	<b>34,056,001</b>	<b>33,270,258</b>	<b>785,743</b>
			-

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<b>FY 2009 Departmental Revenues YTD 6/30/09 General Fund</b>	<b>Actual FY 2009 REVENUE</b>	<b>Actual FY 2008 REVENUE</b>	<b>Variance</b>
<b>011614 TOWN CLERK - REV</b>			-
-----			-
011614 432003 PHOTOCOPIES	598	529	69
011614 432010 CHATTEL MORTGAGE	13,363		13,363
011614 432011 DOG LICENSES	606	7,834	(7,228)
011614 432012 FISH/GAME FEES W/H	40	173	(133)
011614 432039 UTILITY POLES		4	(4)
011614 442017 BIRTH, MARRIAGE, DEATH CERT	17,290	16,720	570
011614 442018 BUSINESS CERTIFICATE	3,780	3,770	10
011614 445002 RAFFLE PERMIT	100	120	(20)
011614 445007 GASOLINE STORAGE	350	325	25
011614 468500 INCREASE POLLING HOURS	1,350	1,290	60
011614 477000 NON CRIMINAL FINES FIRE		0	-
011614 477001 NON CRIMINAL FINES POLICE	1,000	125	875
011614 477002 NON CRIMINAL FINES HEALTH		100	(100)
011614 477006 NON CRIMINAL FINES HARBOR	25	75	(50)
011614 477007 NON CRIMINAL FINES CONSERVAT		850	(850)
<b>TOTAL TOWN CLERK - REV</b>	<b>38,502</b>	<b>31,915</b>	<b>6,587</b>
			-
<b>011714 CONSERVATION - REV</b>			-
-----			-
011714 432038 GARDEN PLOTS	2,845	2,990	(145)
011714 436003 BOG LEASE	10,825	2,828	7,997
011714 437001 HEARINGS	7,325	7,975	(650)
011714 484099 CONSERV MISC REVENUE	4,648	4,988	(340)
<b>TOTAL CONSERVATION - REV</b>	<b>25,643</b>	<b>18,781</b>	<b>6,862</b>
			-
<b>011744 TOWN PLANNER - REV</b>			-
-----			-
011744 432003 PHOTOCOPIES	3,316	436	2,879
011744 432040 PLANNING LOCAL FILING FE	12,281	16,033	(3,752)
011744 437001 HEARINGS	19,503	44,977	(25,474)
011744 445005 MISC LICENSES/PERMITS	750	1,000	(250)
011744 484099 TOWN PLANNER MISCELLANEOUS	250	0	250
<b>TOTAL TOWN PLANNER - REV</b>	<b>36,099</b>	<b>62,446</b>	<b>(26,347)</b>
			-
<b>011764 BOARD OF APPEALS - REV</b>			-
011764 437001 HEARINGS	7,600	7,600	-
<b>TOTAL BOARD OF APPEALS - REV</b>	<b>7,600</b>	<b>7,600</b>	<b>-</b>
			-



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<b>FY 2009 Departmental Revenues YTD 6/30/09 General Fund</b>	<b>Actual FY 2009 REVENUE</b>	<b>Actual FY 2008 REVENUE</b>	<b>Variance</b>
<b>012104 POLICE - REV</b>			-
-----			-
012104 432015 POLICE ADMINISTRATION FEES	12,965	16,342	(3,377)
012104 432016 POLICE INSURANCE CO FEES	1,706	1,994	(288)
012104 432017 USE OF CRUISER POLICE	4,320	2,570	1,750
012104 442008 TAXI/LIMO LICENSE	1,330	1,490	(160)
012104 445003 GUN PERMITS	2,225	4,688	(2,463)
012104 445005 MISC	913	0	913
012104 468000 REG OF MV FINES	18,318	16,718	1,600
012104 468100 COURT DEFAULT WARRANTS		0	-
012104 469501 COURT FINES	5,290	6,155	(865)
012104 477004 PARKING VIOLATIONS	11,235	5,845	5,390
012104 477005 RESTITUTION	2,940	158	2,782
012104 484099 MISCELLANEOUS REVENUE	10	98	(88)
<b>TOTAL POLICE - REV</b>	<b>61,251</b>	<b>56,057</b>	<b>5,193</b>
			-
<b>012204 FIRE - REV</b>			-
-----			-
012204 432003 PHOTOCOPIES	193	204	(11)
012204 432018 FIRE/OIL BURNER INSPECTIONS	27,805	23,815	3,990
012204 445005 MISCELLANEOUS LICENSES/PERMITS	7,800	2,825	4,975
012204 484099 MISCELLANEOUS REVENUE	3,610	2,380	1,230
<b>TOTAL FIRE - REV</b>	<b>39,408</b>	<b>29,224</b>	<b>10,184</b>
			-
<b>012314 AMBULANCE - REV</b>			-
-----			-
012314 437000 AMBULANCE FEES	1,059,635	973,992	85,644
012314 437010 AMBULANCE COLLECTOR	500	1,558	(1,058)
<b>TOTAL AMBULANCE - REV</b>	<b>1,060,135</b>	<b>975,550</b>	<b>84,586</b>
			-
<b>012414 BUILDING - REV</b>			-
-----			-
012414 432003 PHOTOCOPIES	1,014	1,223	(210)
012414 432019 BUILDING INSPECTION	4,501	3,939	562
012414 445005 MISC LICENSES/PERMITS	15,300	15,710	(410)
012414 455008 BUILDING PERMITS	133,667	153,586	(19,920)
012414 455009 SIGN PERMITS	1,750	2,250	(500)
012414 455010 DEMO PERMITS	1,000	1,100	(100)
012414 455011 RENTAL DENSITY PERMIT	300	800	(500)
012414 494099 MISC REVENUE/Trench Excavating	650		650
<b>TOTAL BUILDING - REV</b>	<b>158,181</b>	<b>178,609</b>	<b>(20,427)</b>
			-
			-
			-

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<b>FY 2009 Departmental Revenues YTD 6/30/09 General Fund</b>	<b>Actual FY 2009 REVENUE</b>	<b>Actual FY 2008 REVENUE</b>	<b>Variance</b>
<b>012424 GAS INSPECTION - REV</b>			-
012424 432020 GAS INSPECTION	21,880	28,425	(6,545)
<b>TOTAL GAS INSPECTION - REV</b>	<b>21,880</b>	<b>28,425</b>	<b>(6,545)</b>
<b>012434 PLUMBING</b>			-
012434 432021 PLUMBING INSPECTION	33,480	39,670	(6,190)
<b>TOTAL PLUMBING</b>	<b>33,480</b>	<b>39,670</b>	<b>(6,190)</b>
<b>012454 ELECTRICAL REVENUE</b>			-
012454 432023 ELECTRICAL INSPECTION	45,791	55,197	(9,406)
<b>TOTAL ELECTRICAL REVENUE</b>	<b>45,791</b>	<b>55,197</b>	<b>(9,406)</b>
			-
<b>014394 WASTE DISPOSAL REVENUE</b>			-
			-
014394 424701 DISPOSAL AREA STICKERS	583,557	680,581	(97,024)
014394 424702 DISPOSAL REGULAR FEES	371,007	389,807	(18,800)
014394 424703 DISPOSAL COMMERCIAL FEES	446,610	425,029	21,582
014394 427010 RECYCLE NEWSPAPER	5,207	65,887	(60,681)
014394 427011 RECYCLE BOTTLES	10,456	10,992	(536)
014394 427012 RECYCLE OTHER ITEMS	3,822	3,546	277
014394 427013 RECYCLE METAL	9,774	92,862	(83,088)
<b>TOTAL WASTE DISPOSAL REVENUE</b>	<b>1,430,433</b>	<b>1,668,703</b>	<b>(238,271)</b>
			-
<b>015104 BOARD OF HEALTH</b>			-
			-
015104 432003 PHOTOCOPIES	1,537	1,531	7
015104 432025 TEST HOLES	14,200	19,300	(5,100)
015104 432037 FLU CLINIC FEES	1,025	1,000	25
015104 442001 HOTEL, MOTEL, INN	750	375	375
015104 442002 STABLE	1,010	840	170
015104 442004 JUNK COLLECTOR/RUBBISH HAUL	200	500	(300)
015104 442007 MASSAGE LICENSE		1,100	(1,100)
015104 442013 OTHER FOOD SERVICE LICENSE	16,785	16,025	760
015104 442014 TOBACCO LICENSE	1,100	1,100	-
015104 442015 FUNERAL DIRECTOR LICENSE	100	150	(50)
015104 445005 MISC LIC/PERMITS	6,475	7,825	(1,350)
015104 445010 SEPTAGE CARRIER	2,000	2,100	(100)
015104 445011 SEWERAGE PERMITS	26,067	34,060	(7,993)
015104 445012 WELL PERMITS	1,050	1,650	(600)
015104 445027 SWIMMING POOL	3,600	2,100	1,500
015104 445029 HEALTH INSPECTION FEES	22,000	28,900	(6,900)
015104 484099 MISC REVENUE	3,650	4,250	(600)
<b>TOTAL BOARD OF HEALTH</b>	<b>101,549</b>	<b>122,806</b>	<b>(21,256)</b>

Town of Harwich  
Town Report FY 2009  
Revenues General Fund

FY 2009 Departmental Revenues YTD 6/30/09 General Fund	Actual FY 2009 REVENUE	Actual FY 2008 REVENUE	Variance
			-
			-
<b>015394 CHANNEL 18 TELEVISION STATION</b>			-
-----			-
015394 432041 VIDEO TAPE COPIES	150	150	-
<b>TOTAL CHANNEL 18 TELEVISION STATION</b>	<b>150</b>	<b>150</b>	-
			-
<b>015404 COMMUNITY CENTER REVENUE</b>			-
-----			-
015404 432044 PROGRAM FEES	1,467	1,665	(198)
015404 432049 PASSPORT FEES	4,189	2,707	1,482
015404 436004 BUILDING USE	10,482	9,110	1,372
015404 484098 COM CENTER WEIGHT ROOM USE	37,394	36,526	868
<b>TOTAL COMMUNITY CENTER REVENUE</b>	<b>53,532</b>	<b>50,008</b>	<b>3,524</b>
			-
<b>015414 COUNCIL ON AGING</b>			-
-----			-
015414 432044 PROGRAM FEES	7,275	8,280	(1,005)
<b>TOTAL COUNCIL ON AGING</b>	<b>7,275</b>	<b>8,280</b>	<b>(1,005)</b>
			-
<b>016104 LIBRARY</b>			-
016104 447003 FINES	11,431	12,002	(572)
016104 484099 MISC REVENUE	1,150	612	538
<b>TOTAL LIBRARY REVENUE</b>	<b>12,581</b>	<b>12,614</b>	<b>(33)</b>

Town of Harwich  
Town Report FY 2009  
Revenues General Fund

<b>FY 2009 Departmental Revenues YTD 6/30/09 General Fund</b>	<b>Actual FY 2009 REVENUE</b>	<b>Actual FY 2008 REVENUE</b>	<b>Variance</b>
<b>016304 RECREATION &amp; YOUTH REVENUE</b>			-
-----			-
016304 432030 SUMMER PROGRAM FEES	38,845	36,253	2,592
016304 432044 PROGRAM FEES	2,403	2,275	128
016304 445013 BEACH STICKERS	190,612	225,741	(35,129)
016304 445014 BEACH PARKING	32,040	27,510	4,530
<b>TOTAL RECREATION &amp; YOUTH REVENUE</b>	<b>263,900</b>	<b>291,779</b>	<b>(27,879)</b>
<b>016914 HISTORIC COMM. REVENUES</b>			-
-----			-
016914 437001 HEARINGS	250	250	-
<b>TOTAL CHANNEL 18 TELEVISION STATION</b>	<b>250</b>	<b>250</b>	-
<b>016334 HARBORMASTER REVENUE</b>			-
-----			-
016334 432002 TELEPHONE COMMISSION			-
016334 432042 MOORING AGENT FEES	900	53	847
016334 436000 WHARFAGE	685,571	733,673	(48,101)
016334 436001 HARBOR FUEL CONCESSION	7,148	8,923	(1,775)
016334 436002 ALLEN HARBOR PARKING RENTAL	13,689	13,689	-
016334 445001 SHELLFISH PERMITS	7,121	4,766	2,355
016334 454010 HERRING FED REIMB			-
<b>TOTAL HARBORMASTER REVENUE</b>	<b>714,430</b>	<b>761,104</b>	<b>(46,674)</b>
<b>016954 GOLF OPERATIONS REVENUE</b>			-
-----			-
016954 427002 SNACK BAR CONCESSION	8,000	8,000	-
016954 432031 GREENS FEES	700,684	702,798	(2,114)
016954 432032 DRIVING RANGE	50,875	52,331	(1,456)
016954 432033 PULL CARTS	9,291	9,579	(288)
016954 432034 RESIDENTS FEES	576,280	593,330	(17,050)
016954 432035 CAR RENTAL	227,268	174,275	52,994
016954 432046 NON RESIDENT GOLF MEMBERS	103,585	104,050	(465)
016954 484099 MISC REVENUE	13,275	13,800	(525)
<b>TOTAL GOLF OPERATIONS REVENUE</b>	<b>1,689,259</b>	<b>1,658,163</b>	<b>31,096</b>
<b>Total Receipts</b>	<b>\$ 44,628,472</b>	<b>\$ 44,370,207</b>	<b>258,264</b>

Town of Harwich  
Combining Trial Balance Sheet  
Special Revenues  
Year End June 30, 2009

FY 2009 Special Revenues	Combined Total	1101 Fed Blk. Grt. Police	1102 PD Safety Vests	1103 Small Cities Grant	1106 Wychmere Harbor	1107 Emergency Animal	1110 COPS School Grant	1114 HDSP Housing Grant
Cash	5,425,345.34	580.62	1,610.00	184.88	4,220.34	242.06	3,521.03	3.39
Receivables:	542,180.93							
<b>Total assets</b>	<b>5,967,526.27</b>	<b>580.62</b>	<b>1,610.00</b>	<b>184.88</b>	<b>4,220.34</b>	<b>242.06</b>	<b>3,521.03</b>	<b>3.39</b>
Warrants payable	-							
Res. CPC Open Space	211,691.05							
Res. CPC Historic	30,000.00							
Res. Housing	-							
Deferred revenue	542,180.93							
Fund Balance	5,183,654.29	580.62	1,610.00	184.88	4,220.34	242.06	3,521.03	3.39
<b>Total Liab. &amp; FB</b>	<b>5,967,526.27</b>	<b>580.62</b>	<b>1,610.00</b>	<b>184.88</b>	<b>4,220.34</b>	<b>242.06</b>	<b>3,521.03</b>	<b>3.39</b>
Revenue	6,030,576.88							
Expenditures	4,666,644.55							
Transfers in	-							
Transfers out	3,011,183.00							
Net change	(1,647,250.67)	-	-	-	-	-	-	-
Beg. fund balance	7,066,646.01	580.62	1,610.00	184.88	4,220.34	242.06	3,521.03	3.39
<b>End. fund balance</b>	<b>5,425,345.34</b>	<b>580.62</b>	<b>1,610.00</b>	<b>184.88</b>	<b>4,220.34</b>	<b>242.06</b>	<b>3,521.03</b>	<b>3.39</b>

Town of Harwich  
Combining Trial Balance Sheet  
Special Revenues

Year End June 30, 2009

FY 2009 Special Revenues	1115	1116	1117	1150	1151	1152	1153	1154
	Elder Ser. Grant	Access for all Library	Assistance to Firefighters	Chap I	SPED Cur Framework	Chapter 2	PL 94-142	Early Integration
Cash	1,142.82	(3.28)	1,925.78	10,434.24	4,384.00		10,924.18	0.01
Receivables:								
<b>Total assets</b>	<b>1,142.82</b>	<b>(3.28)</b>	<b>1,925.78</b>	<b>10,434.24</b>	<b>4,384.00</b>	<b>-</b>	<b>10,924.18</b>	<b>0.01</b>
Warrants payable								
Res. CPC Open Space								
Res. CPC Historic								
Res. Housing								
Deferred revenue								
Fund Balance	1,142.82	(3.28)	1,925.78	10,434.24	4,384.00		10,924.18	0.01
<b>Total Liab. &amp; FB</b>	<b>1,142.82</b>	<b>(3.28)</b>	<b>1,925.78</b>	<b>10,434.24</b>	<b>4,384.00</b>	<b>-</b>	<b>10,924.18</b>	<b>0.01</b>
Revenue		69,333.00		158,203.00	4,384.00		300,725.00	9,029.00
Expenditures		68,389.56		162,532.02	1,900.00	1,282.00	295,836.33	9,029.00
Transfers in								
Transfers out								
Net change	-	-	943.44	(4,329.02)	2,484.00	(1,282.00)	4,888.67	-
Beg. fund balance	1,142.82	(3.28)	982.34	14,763.26	1,900.00	1,282.00	6,035.51	0.01
<b>End. fund balance</b>	<b>1,142.82</b>	<b>(3.28)</b>	<b>1,925.78</b>	<b>10,434.24</b>	<b>4,384.00</b>	<b>-</b>	<b>10,924.18</b>	<b>0.01</b>

Special Revenues Funds

Town of Harwich  
Combining Trial Balance Sheet  
Special Revenues  
Year End June 30, 2009

<b>FY 2009 Special Revenues</b>	<b>1156 Class Size Ref. Grant</b>	<b>1159 Improve Ed Quality</b>	<b>1167 Title I Carrvoyer</b>	<b>1168 SPED Corrective</b>	<b>1172 Federal ARRA</b>	<b>1199 FEMA Recovery</b>	<b>1201 State Septic Grant</b>	<b>1202 Pump Out Boat</b>
Cash	0.06	6,394.59				49,768.79	57,754.91	36,755.22
Receivables:							47,938.46	
<b>Total assets</b>	<b>0.06</b>	<b>6,394.59</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>49,768.79</b>	<b>105,693.37</b>	<b>36,755.22</b>
Warrants payable								
Res. CPC Open Space								
Res. CPC Historic								
Res. Housing								
Deferred revenue							47,938.46	
Fund Balance	0.06	6,394.59				49,768.79	57,754.91	36,755.22
<b>Total Liab. &amp; FB</b>	<b>0.06</b>	<b>6,394.59</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>49,768.79</b>	<b>105,693.37</b>	<b>36,755.22</b>
Revenue		24,654.00			196,790.00	2,652.98	1,030.77	5,530.69
Expenditures		31,547.90	3,440.00	1,612.50	196,790.00	13,000.00		336.67
Transfers in								
Transfers out								
Net change	-	(6,893.90)	(3,440.00)	(1,612.50)	-	(10,347.02)	1,030.77	5,194.02
Beg. fund balance	0.06	13,288.49	3,440.00	1,612.50	-	60,115.81	56,724.14	31,561.20
<b>End. fund balance</b>	<b>0.06</b>	<b>6,394.59</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>49,768.79</b>	<b>57,754.91</b>	<b>36,755.22</b>

Special Revenues Funds

Town of Harwich Combining Trial Balance Sheet Special Revenues									
Year End June 30, 2009									
FY 2009 Special Revenues	1203	1206	1207	1208	1209	1210	1211	1213	
	Cove Road Drainage	Coastal Access	ECOPS - State Grant	CH 637 Hwy St. Grant	Vet Grave Repair	Elder Affairs St. Grant	Dare State Grant	Fire Safety Grant	
Cash	10,702.00	53.68	1,406.56	66,949.01	400.00	1,543.36	145.68	63.43	
Receivables:									
<b>Total assets</b>	<b>10,702.00</b>	<b>53.68</b>	<b>1,406.56</b>	<b>66,949.01</b>	<b>400.00</b>	<b>1,543.36</b>	<b>145.68</b>	<b>63.43</b>	
Warrants payable									
Res. CPC Open Space									
Res. CPC Historic									
Res. Housing									
Deferred revenue									
Fund Balance	10,702.00	53.68	1,406.56	66,949.01	400.00	1,543.36	145.68	63.43	
<b>Total Liab. &amp; FB</b>	<b>10,702.00</b>	<b>53.68</b>	<b>1,406.56</b>	<b>66,949.01</b>	<b>400.00</b>	<b>1,543.36</b>	<b>145.68</b>	<b>63.43</b>	
Revenue	-					28,665.00			
Expenditures						28,718.26			
Transfers in									
Transfers out									
Net change	-	-	-	-	-	(53.26)	-	-	
Beg. fund balance	10,702.00	53.68	1,406.56	66,949.01	400.00	1,596.62	145.68	63.43	
<b>End. fund balance</b>	<b>10,702.00</b>	<b>53.68</b>	<b>1,406.56</b>	<b>66,949.01</b>	<b>400.00</b>	<b>1,543.36</b>	<b>145.68</b>	<b>63.43</b>	

Special Revenues Funds



Town of Harwich  
Combining Trial Balance Sheet  
Special Revenues  
Year End June 30, 2009

<b>FY 2009</b>	<b>1214</b>	<b>1216</b>	<b>1217</b>	<b>1220</b>	<b>1222</b>	<b>1223</b>	<b>1224</b>	<b>1225</b>
<b>Special Revenues</b>	<b>Pol Highway Safety</b>	<b>Not Resours Volunteer</b>	<b>Police Safety Equipment</b>	<b>Click It or Ticket</b>	<b>Fire Fighter Training</b>	<b>Fire ECOPS</b>	<b>Fire Equip. Grant</b>	<b>CHPT. 90 Highway Fund</b>
Cash	435.68	530.18	3,863.79	(2,150.57)	346.17	900.00	19.79	(356,808.56)
Receivables:								327,800.00
<b>Total assets</b>	<b>435.68</b>	<b>530.18</b>	<b>3,863.79</b>	<b>(2,150.57)</b>	<b>346.17</b>	<b>900.00</b>	<b>19.79</b>	<b>(29,008.56)</b>
Warrants payable								
Res. CPC Open Space								327,800.00
Res. CPC Historic								(356,808.56)
Res. Housing								
Deferred revenue								
Fund Balance	435.68	530.18	3,863.79	(2,150.57)	346.17	900.00	19.79	(356,808.56)
<b>Total Liab. &amp; FB</b>	<b>435.68</b>	<b>530.18</b>	<b>3,863.79</b>	<b>(2,150.57)</b>	<b>346.17</b>	<b>900.00</b>	<b>19.79</b>	<b>(29,008.56)</b>
Revenue						2,000.04	5,296.00	331,159.03
Expenditures				2,150.57	131.13	1,100.04	5,296.00	440,558.85
Transfers in								
Transfers out								
Net change	-	-	-	(2,150.57)	(131.13)	900.00	-	(437,199.82)
Beg. fund balance	435.68	530.18	3,863.79		477.30	-	19.79	80,391.26
<b>End. fund balance</b>	<b>435.68</b>	<b>530.18</b>	<b>3,863.79</b>	<b>(2,150.57)</b>	<b>346.17</b>	<b>900.00</b>	<b>19.79</b>	<b>(356,808.56)</b>

Special Revenues Funds

Town of Harwich Combining Trial Balance Sheet Special Revenues									
Year End June 30, 2009									
FY 2009 Special Revenues	1227	1228	1229	1232	1233	1240	1251	1252	
	NIMS/Fire	SIDEWALKS	Community Policing	Community Policing fy09	Energy	Brooks Library State Aid	School Choice	Applied Health Grant	
Cash	2,060.80	17,790.94	38.63	14,339.63	999.99	18,814.99	687,925.25	9,128.85	
Receivables:									
<b>Total assets</b>	<b>2,060.80</b>	<b>17,790.94</b>	<b>38.63</b>	<b>14,339.63</b>	<b>999.99</b>	<b>18,814.99</b>	<b>687,925.25</b>	<b>9,128.85</b>	
Warrants payable									
Res. CPC Open Space									
Res. CPC Historic									
Res. Housing									
Deferred revenue									
Fund Balance	2,060.80	17,790.94	38.63	14,339.63	999.99	18,814.99	687,925.25	9,128.85	
<b>Total Liab. &amp; FB</b>	<b>2,060.80</b>	<b>17,790.94</b>	<b>38.63</b>	<b>14,339.63</b>	<b>999.99</b>	<b>18,814.99</b>	<b>687,925.25</b>	<b>9,128.85</b>	
Revenue				24,384.00	40,000.00	8,195.59	724,164.00	66,000.00	
Expenditures				15,839.35	39,000.01	4,576.60	683,061.70	56,868.10	
Transfers in									
Transfers out									
Net change	-	-	-	8,544.65	999.99	3,618.99	41,102.30	9,131.90	
Beg. fund balance	2,060.80	17,790.94	38.63	5,794.98	-	15,196.00	646,822.95	(3.05)	
<b>End. fund balance</b>	<b>2,060.80</b>	<b>17,790.94</b>	<b>38.63</b>	<b>14,339.63</b>	<b>999.99</b>	<b>18,814.99</b>	<b>687,925.25</b>	<b>9,128.85</b>	

Town of Harwich  
Combining Trial Balance Sheet  
Special Revenues  
Year End June 30, 2009

FY 2009 Special Revenues	1255 Linked Partnership	1256 Safe School GSA	1257 Community Svc II	1258 Early, Childhd. Comm Prtnship	1261 Drug Alliance Grant	1264 Full Day Kindergarten	1269 MS Academ Support	1272 Circuit Breaker Svc
Cash	2.30	-	6.77	2,998.24	3,046.00	56.02	1,628.61	27,899.30
Receivables:								
<b>Total assets</b>	<b>2.30</b>	<b>-</b>	<b>6.77</b>	<b>2,998.24</b>	<b>3,046.00</b>	<b>56.02</b>	<b>1,628.61</b>	<b>27,899.30</b>
Warrants payable								
Res. CPC Open Space								
Res. CPC Historic								
Res. Housing								
Deferred revenue								
Fund Balance	2.30	-	6.77	2,998.24	3,046.00	56.02	1,628.61	27,899.30
<b>Total Liab. &amp; FB</b>	<b>2.30</b>	<b>-</b>	<b>6.77</b>	<b>2,998.24</b>	<b>3,046.00</b>	<b>56.02</b>	<b>1,628.61</b>	<b>27,899.30</b>
Revenue	2,000.00			72,091.05	5,596.00	89,400.00	5,031.00	232,836.00
Expenditures	1,997.70	1,000.00		73,082.80	2,550.00	89,643.98	5,348.64	224,179.99
Transfers in								
Transfers out								
Net change	2.30	(1,000.00)	-	(991.75)	3,046.00	(243.98)	(317.64)	8,656.01
Beg. fund balance		1,000.00	6.77	3,989.99		300.00	1,946.25	19,243.29
<b>End. fund balance</b>	<b>2.30</b>	<b>-</b>	<b>6.77</b>	<b>2,998.24</b>	<b>3,046.00</b>	<b>56.02</b>	<b>1,628.61</b>	<b>27,899.30</b>

Special Revenues Funds

Town of Harwich Combining Trial Balance Sheet Special Revenues									
Year End June 30, 2009									
FY 2009 Special Revenues	1273	1275	1281	1282	1283	1285	1290	1299	
	School Foundation	School MA Green Sch	E Acerdiation	DOE 394 CPC Prof. Dev.	Econ Dev Council Grt	Water WCG	Regionalization	State Grant	
Cash	6,610.00	0.06	769.04		107.50		14,390.00		11,006.00
Receivables:						36,000.00			
<b>Total assets</b>	<b>6,610.00</b>	<b>0.06</b>	<b>769.04</b>	<b>-</b>	<b>107.50</b>	<b>36,000.00</b>	<b>14,390.00</b>		<b>11,006.00</b>
Warrants payable									
Res. CPC Open Space									
Res. CPC Historic									
Res. Housing									
Deferred revenue						36,000.00			
Fund Balance	6,610.00	0.06	769.04		107.50		14,390.00		11,006.00
<b>Total Liab. &amp; FB</b>	<b>6,610.00</b>	<b>0.06</b>	<b>769.04</b>	<b>-</b>	<b>107.50</b>	<b>36,000.00</b>	<b>14,390.00</b>		<b>11,006.00</b>
Revenue	86,610.00	50,203.00	1,419.00	2,219.00	7,500.00		18,390.00		11,006.00
Expenditures	-	50,202.94	649.96	2,219.00	7,392.50		4,000.00		
Transfers in									
Transfers out	80,000.00								
Net change	6,610.00	0.06	769.04	-	107.50	-	14,390.00		11,006.00
Beg. fund balance									
<b>End. fund balance</b>	<b>6,610.00</b>	<b>0.06</b>	<b>769.04</b>	<b>-</b>	<b>107.50</b>	<b>-</b>	<b>14,390.00</b>		<b>11,006.00</b>

Town of Harwich  
Combining Trial Balance Sheet  
Special Revenues  
Year End June 30, 2009

<b>FY 2009 Special Revenues</b>	<b>1302 Clam Nursery</b>	<b>1305 Hydro Herring Run</b>	<b>1306 Friends of Pleasant Bay</b>	<b>1307 CCCC Science Grant</b>	<b>1308 EDC Needs Sch. Grt.</b>	<b>1309 Barns Cnty Ld Manage</b>	<b>1310 MTPC Waste to NRG</b>	<b>1311 Conservation Trust Grant</b>
Cash		8,162.82	3,147.25	11.36	0.02	481.00	1,000.01	-
Receivables:								
<b>Total assets</b>	-	<b>8,162.82</b>	<b>3,147.25</b>	<b>11.36</b>	<b>0.02</b>	<b>481.00</b>	<b>1,000.01</b>	-
Warrants payable								
Res. CPC Open Space								
Res. CPC Historic								
Res. Housing								
Deferred revenue								
Fund Balance		8,162.82	3,147.25	11.36	0.02	481.00	1,000.01	-
<b>Total Liab. &amp; FB</b>	-	<b>8,162.82</b>	<b>3,147.25</b>	<b>11.36</b>	<b>0.02</b>	<b>481.00</b>	<b>1,000.01</b>	-
Revenue			1,900.00				4,000.00	1,000.00
Expenditures	579.19		4,013.36				2,999.99	1,000.00
Transfers in								
Transfers out								
Net change	(579.19)	-	(2,113.36)	-	-	-	1,000.01	-
Beg. fund balance	579.19	8,162.82	5,260.61	11.36	0.02	481.00	-	-
<b>End. fund balance</b>	-	<b>8,162.82</b>	<b>3,147.25</b>	<b>11.36</b>	<b>0.02</b>	<b>481.00</b>	<b>1,000.01</b>	-

Special Revenues Funds

Town of Harwich Combining Trial Balance Sheet Special Revenues									
Year End June 30, 2009									
FY 2009									
Special Revenues	1313	1315	1316	1318	1350	1353	1355	1356	
	Fire EMS	Muddy Creek	East Harwich	Wildfire	Partnership to	Chamber	School to	Tower Found	
	Equip	LD MGT	Grant	Assessment	Reduce Drugs	of Com	Careers	Grant	
Cash	122.70	393.63	78,472.79		104.47	1,576.99	3,980.04	2.36	
Receivables:									
<b>Total assets</b>	<b>122.70</b>	<b>393.63</b>	<b>78,472.79</b>	<b>-</b>	<b>104.47</b>	<b>1,576.99</b>	<b>3,980.04</b>	<b>2.36</b>	
Warrants payable									
Res. CPC Open Space									
Res. CPC Historic									
Res. Housing									
Deferred revenue									
Fund Balance	122.70	393.63	78,472.79		104.47	1,576.99	3,980.04	2.36	
<b>Total Liab. &amp; FB</b>	<b>122.70</b>	<b>393.63</b>	<b>78,472.79</b>	<b>-</b>	<b>104.47</b>	<b>1,576.99</b>	<b>3,980.04</b>	<b>2.36</b>	
Revenue			75,000.00			0.30	3,500.00	7,940.00	
Expenditures		606.00	(2,849.18)	25,000.00		-	700.00	7,937.64	
Transfers in									
Transfers out									
Net change	-	(606.00)	77,849.18	(25,000.00)	-	0.30	2,800.00	2.36	
Beg. fund balance	122.70	999.63	623.61	25,000.00	104.47	1,576.69	1,180.04	-	
<b>End. fund balance</b>	<b>122.70</b>	<b>393.63</b>	<b>78,472.79</b>	<b>-</b>	<b>104.47</b>	<b>1,576.99</b>	<b>3,980.04</b>	<b>2.36</b>	

Town of Harwich  
Combining Trial Balance Sheet

Special Revenues  
Year End June 30, 2009

FY 2009 Special Revenues	1401	1402	1403	1404	1405	1406	1407	1408
	Shellfish Lab Gift	NonElec Beach Gift	Evergreen Cemetery Gift	Brooks Lib. Bldg. Gift	Channel 18 Gift	Library/Fire Gift	COA Lunch Gift	COA Gift
Cash	1,850.15	5,000.00	250.00	2,942.23	21.70	40.03		2,775.63
Receivables:								
<b>Total assets</b>	<b>1,850.15</b>	<b>5,000.00</b>	<b>250.00</b>	<b>2,942.23</b>	<b>21.70</b>	<b>40.03</b>	<b>-</b>	<b>2,775.63</b>
Warrants payable								
Res. CPC Open Space								
Res. CPC Historic								
Res. Housing								
Deferred revenue								
Fund Balance	1,850.15	5,000.00	250.00	2,942.23	21.70	40.03		2,775.63
<b>Total Liab. &amp; FB</b>	<b>1,850.15</b>	<b>5,000.00</b>	<b>250.00</b>	<b>2,942.23</b>	<b>21.70</b>	<b>40.03</b>	<b>-</b>	<b>2,775.63</b>
Revenue								4,676.48
Expenditures								
Transfers in								
Transfers out								
Net change	-	-	-	-	-	-	(3,559.54)	(11,966.25)
Beg. fund balance	1,850.15	5,000.00	250.00	2,942.23	21.70	40.03	3,559.54	14,741.88
<b>End. fund balance</b>	<b>1,850.15</b>	<b>5,000.00</b>	<b>250.00</b>	<b>2,942.23</b>	<b>21.70</b>	<b>40.03</b>	<b>-</b>	<b>2,775.63</b>

Special Revenues Funds

Town of Harwich Combining Trial Balance Sheet Special Revenues									
Year End June 30, 2009									
FY 2009 Special Revenues	1409	1410	1412	1418	1419	1423	1424	1450	
	Harbor Gift	Har Parade	Harwich Ctr.	Youth Couns	Sprint Cell	Epoch Gift	Empl/ Chase	Summer	
	Gift	Gift	Init. Gift	Gift	Tower Gift	Thompson Fld	Gift Fund	School Gift	
Cash	(25.50)		138.83	150.00	4,254.64	100.00	2,814.73	2,800.00	
Receivables:									
<b>Total assets</b>	<b>(25.50)</b>	<b>-</b>	<b>138.83</b>	<b>150.00</b>	<b>4,254.64</b>	<b>100.00</b>	<b>2,814.73</b>	<b>2,800.00</b>	
Warrants payable									
Res. CPC Open Space									
Res. CPC Historic									
Res. Housing									
Deferred revenue									
Fund Balance	(25.50)		138.83	150.00	4,254.64	100.00	2,814.73	2,800.00	
<b>Total Liab. &amp; FB</b>	<b>(25.50)</b>	<b>-</b>	<b>138.83</b>	<b>150.00</b>	<b>4,254.64</b>	<b>100.00</b>	<b>2,814.73</b>	<b>2,800.00</b>	
Revenue		748.76					2,814.73		
Expenditures		2,560.00	270.67						
Transfers in									
Transfers out									
Net change	-	(1,811.24)	(270.67)	-	-	-	2,814.73	-	
Beg. fund balance	(25.50)	1,811.24	409.50	150.00	4,254.64	100.00		2,800.00	
<b>End. fund balance</b>	<b>(25.50)</b>	<b>-</b>	<b>138.83</b>	<b>150.00</b>	<b>4,254.64</b>	<b>100.00</b>	<b>2,814.73</b>	<b>2,800.00</b>	



Town of Harwich  
Combining Trial Balance Sheet

		Special Revenues						
		Year End June 30, 2009						
		1451	1452	1501	1502	1505	1506	1508
<b>FY 2009</b>								
<b>Special Revenues</b>								
		Lion's Quest	CC 5 Gift	Cultural Council	Mt. Pleasant Cem. Gift	Brooks Lib. Gift	Cranberry Harvest Shuttle	Radar Gun
Cash	43.33		601.90	2,424.92	124.00	3,127.53	1,000.00	40.06
Receivables:								
<b>Total assets</b>	<b>43.33</b>	<b>601.90</b>	<b>2,424.92</b>	<b>124.00</b>	<b>3,127.53</b>	<b>1,000.00</b>	<b>40.06</b>	<b>-</b>
Warrants payable								
Res. CPC Open Space								
Res. CPC Historic								
Res. Housing								
Deferred revenue								
Fund Balance	43.33	601.90	2,424.92	124.00	3,127.53	1,000.00	40.06	
<b>Total Liab. &amp; FB</b>	<b>43.33</b>	<b>601.90</b>	<b>2,424.92</b>	<b>124.00</b>	<b>3,127.53</b>	<b>1,000.00</b>	<b>40.06</b>	<b>-</b>
Revenue		500.00	4,351.75		3,508.23			
Expenditures		509.70	2,235.00		5,724.91			
Transfers in								
Transfers out								
Net change	-	(9.70)	2,116.75	-	(2,216.68)	-	-	-
Beg. fund balance	43.33	611.60	308.17	124.00	5,344.21	1,000.00	40.06	
<b>End. fund balance</b>	<b>43.33</b>	<b>601.90</b>	<b>2,424.92</b>	<b>124.00</b>	<b>3,127.53</b>	<b>1,000.00</b>	<b>40.06</b>	<b>-</b>

Special Revenues Funds

Town of Harwich Combining Trial Balance Sheet Special Revenues Year End June 30, 2009									
FY 2009 Special Revenues	1509	1510	1511	1512	1513	1514	1515	1516	
	SEMASS Road Race gift	Ambulance Fund Gift	Fire Gift	Town Nurse Gift	Park & Rec Gift	Whitehouse Field Elec	Harwich Conser Trust	Comm Center Gift	
Cash	4,629.90	16,582.67	3,162.65	3,072.96	1,282.24	160.31	125.00	14,503.07	
Receivables:									
Total assets	4,629.90	16,582.67	3,162.65	3,072.96	1,282.24	160.31	125.00	14,503.07	
Warrants payable									
Res. CPC Open Space									
Res. CPC Historic									
Res. Housing									
Deferred revenue									
Fund Balance	4,629.90	16,582.67	3,162.65	3,072.96	1,282.24	160.31	125.00	14,503.07	
Total Liab. & FB	4,629.90	16,582.67	3,162.65	3,072.96	1,282.24	160.31	125.00	14,503.07	
Revenue		6,135.00			1,200.00	6,236.00		9,436.00	
Expenditures		289.39		978.15	5,049.14	6,118.61		8,570.04	
Transfers in									
Transfers out									
Net change	-	5,845.61	-	(978.15)	(3,849.14)	117.39	-	865.96	
Beg. fund balance	4,629.90	10,737.06	3,162.65	4,051.11	5,131.38	42.92	125.00	13,637.11	
End. fund balance	4,629.90	16,582.67	3,162.65	3,072.96	1,282.24	160.31	125.00	14,503.07	

Town of Harwich  
Combining Trial Balance Sheet  
Special Revenues  
Year End June 30, 2009

FY 2009 Special Revenues	1517	1518	1520	1524	1525	1527	1530	1532
	Police Security Gift	Comm Center Pool Gift	Police Coffee Maker Gift	Historic Com Gift	Palmer Gift	Agriculture Gift	Wetlands Conser Trust	Friends of Harwich Youth
Cash	55.00	15,160.31	31.64	325.00	455.00	240.10	15,797.75	1,675.00
Receivables:								
<b>Total assets</b>	<b>55.00</b>	<b>15,160.31</b>	<b>31.64</b>	<b>325.00</b>	<b>455.00</b>	<b>240.10</b>	<b>15,797.75</b>	<b>1,675.00</b>
Warrants payable								
Res. CPC Open Space								
Res. CPC Historic								
Res. Housing								
Deferred revenue								
Fund Balance	55.00	15,160.31	31.64	325.00	455.00	240.10	15,797.75	1,675.00
<b>Total Liab. &amp; FB</b>	<b>55.00</b>	<b>15,160.31</b>	<b>31.64</b>	<b>325.00</b>	<b>455.00</b>	<b>240.10</b>	<b>15,797.75</b>	<b>1,675.00</b>
Revenue	750.00	1,724.81					11,834.00	3,160.00
Expenditures	695.00					64.47	14,902.68	1,485.00
Transfers in								
Transfers out								
Net change	55.00	1,724.81	-	-	-	(64.47)	(3,068.68)	1,675.00
Beg. fund balance	-	13,435.50	31.64	325.00	455.00	304.57	18,866.43	-
<b>End. fund balance</b>	<b>55.00</b>	<b>15,160.31</b>	<b>31.64</b>	<b>325.00</b>	<b>455.00</b>	<b>240.10</b>	<b>15,797.75</b>	<b>1,675.00</b>

Special Revenues Funds

Town of Harwich Combining Trial Balance Sheet Special Revenues										
Year End June 30, 2009										
<b>FY 2009</b>	1540	1542	1543	1550	1551	1552	1553	1554		
<b>Special Revenues</b>	<b>Recreation</b>	<b>COA</b>	<b>GOLF</b>	<b>School</b>	<b>School</b>	<b>HS</b>	<b>Lost</b>	<b>Adult</b>		
	<b>Revolving</b>	<b>Revolving</b>	<b>Revolving</b>	<b>Spec Ed</b>	<b>Lunch</b>	<b>Athletic</b>	<b>Book</b>	<b>Education</b>		
Cash	8,257.66	17,759.87	5,486.79	365.52	8,311.48	19,029.87	7,236.65	11,854.21		
Receivables:										
<b>Total assets</b>	<b>8,257.66</b>	<b>17,759.87</b>	<b>5,486.79</b>	<b>365.52</b>	<b>8,311.48</b>	<b>19,029.87</b>	<b>7,236.65</b>	<b>11,854.21</b>		
Warrants payable										
Res. CPC Open Space										
Res. CPC Historic										
Res. Housing										
Deferred revenue										
Fund Balance	8,257.66	17,759.87	5,486.79	365.52	8,311.48	19,029.87	7,236.65	11,854.21		
<b>Total Liab. &amp; FB</b>	<b>8,257.66</b>	<b>17,759.87</b>	<b>5,486.79</b>	<b>365.52</b>	<b>8,311.48</b>	<b>19,029.87</b>	<b>7,236.65</b>	<b>11,854.21</b>		
Revenue	47,700.50	54,104.00	132,844.25	8,271.12	357,204.48	2,951.00	1,015.39	22,201.00		
Expenditures	53,809.89	50,645.17	160,658.55	10,019.67	365,712.87	731.57	256.77	19,620.11		
Transfers in										
Transfers out										
Net change	(6,109.39)	3,458.83	(27,814.30)	(1,748.55)	(8,508.39)	2,219.43	758.62	2,580.89		
Beg. fund balance	14,367.05	14,301.04	33,301.09	2,114.07	16,819.87	16,810.44	6,478.03	9,273.32		
<b>End. fund balance</b>	<b>8,257.66</b>	<b>17,759.87</b>	<b>5,486.79</b>	<b>365.52</b>	<b>8,311.48</b>	<b>19,029.87</b>	<b>7,236.65</b>	<b>11,854.21</b>		

Special Revenues Funds

Town of Harwich  
Combining Trial Balance Sheet  
Special Revenues  
Year End June 30, 2009

	1555	1556	1557	1558	1559	1560	1561	1562
<b>FY 2009</b>	<b>Driver's</b>	<b>Summer</b>	<b>HASP</b>	<b>Play</b>	<b>Need</b>	<b>Elem School</b>	<b>Middle School</b>	<b>High School</b>
<b>Special Revenues</b>	<b>Education</b>	<b>School</b>	<b>Childcare</b>	<b>School</b>	<b>Collaborative</b>	<b>Treasury</b>	<b>Treasury</b>	<b>Treasury</b>
Cash	52.65	212.00	198,685.40	25,514.13	3,090.00	2,434.24	6,933.31	30,264.71
Receivables:								
<b>Total assets</b>	<b>52.65</b>	<b>212.00</b>	<b>198,685.40</b>	<b>25,514.13</b>	<b>3,090.00</b>	<b>2,434.24</b>	<b>6,933.31</b>	<b>30,264.71</b>
Warrants payable								
Res. CPC Open Space								
Res. CPC Historic								
Res. Housing								
Deferred revenue								
Fund Balance	52.65	212.00	198,685.40	25,514.13	3,090.00	2,434.24	6,933.31	30,264.71
<b>Total Liab. &amp; FB</b>	<b>52.65</b>	<b>212.00</b>	<b>198,685.40</b>	<b>25,514.13</b>	<b>3,090.00</b>	<b>2,434.24</b>	<b>6,933.31</b>	<b>30,264.71</b>
Revenue		10,460.00	264,617.84	29,900.80	3,090.00	10,956.30	90,215.23	131,807.88
Expenditures		10,493.00	248,054.75	33,697.05	3,810.00	11,343.31	106,806.36	134,169.46
Transfers in								
Transfers out								
Net change	-	(33.00)	16,563.09	(3,796.25)	(720.00)	(387.01)	(16,591.13)	(2,361.58)
Beg. fund balance	52.65	245.00	182,122.31	29,310.38	3,810.00	2,821.25	23,524.44	32,626.29
<b>End. fund balance</b>	<b>52.65</b>	<b>212.00</b>	<b>198,685.40</b>	<b>25,514.13</b>	<b>3,090.00</b>	<b>2,434.24</b>	<b>6,933.31</b>	<b>30,264.71</b>

Special Revenues Funds

FY 2009 Special Revenues	1563	1599	1600	1601	1602	1603	1605	1607
	HS Hall of Fame	Sale Of Easement	Workers Comp Recovery	Water Hydrant Damage	Police Insurance	Sinking Fund Sale of Land	Highway Insurance	Library Ins. Recovery
Cash	213.00	1,728.00	519.53	2,309.32				
Receivables:								
<b>Total assets</b>	<b>213.00</b>	<b>1,728.00</b>	<b>519.53</b>	<b>2,309.32</b>	-	-	-	-
Warrants payable								
Res. CPC Open Space								
Res. CPC Historic								
Res. Housing								
Deferred revenue								
Fund Balance	213.00	1,728.00	519.53	2,309.32				
<b>Total Liab. &amp; FB</b>	<b>213.00</b>	<b>1,728.00</b>	<b>519.53</b>	<b>2,309.32</b>	-	-	-	-
Revenue	1,760.00							
Expenditures	1,575.00					34,248.60		
Transfers in								
Transfers out								
Net change	185.00	-	-	-	-	(34,248.60)	-	-
Beg. fund balance	28.00	1,728.00	519.53	2,309.32	-	34,248.60		
<b>End. fund balance</b>	<b>213.00</b>	<b>1,728.00</b>	<b>519.53</b>	<b>2,309.32</b>	-	-	-	-

Town of Harwich  
Combining Trial Balance Sheet  
Special Revenues  
Year End June 30, 2009

FY 2009 Special Revenues	1609	1610	1611	1612	1613	1614	1615	1621
	State Aid to Libraries	County Dog Tax	Cemetery Lot Sales	Olivers Pond	Library Const.	Media One	Police Ins. Recovery	Waterway Mgt.
Cash	9,221.48	2,144.31	11,968.18	-	209,101.00	447,822.17	7,439.02	(45,297.64)
Receivables:								
<b>Total assets</b>	<b>9,221.48</b>	<b>2,144.31</b>	<b>11,968.18</b>	<b>-</b>	<b>209,101.00</b>	<b>447,822.17</b>	<b>7,439.02</b>	<b>(45,297.64)</b>
Warrants payable								
Res. CPC Open Space								
Res. CPC Historic								
Res. Housing								
Deferred revenue								
Fund Balance	9,221.48	2,144.31	11,968.18	-	209,101.00	447,822.17	7,439.02	(45,297.64)
<b>Total Liab. &amp; FB</b>	<b>9,221.48</b>	<b>2,144.31</b>	<b>11,968.18</b>	<b>-</b>	<b>209,101.00</b>	<b>447,822.17</b>	<b>7,439.02</b>	<b>(45,297.64)</b>
Revenue	8,500.05		14,640.12	-	-	227,312.93	29,579.33	89,389.09
Expenditures	11,624.07		513.26	-	-	49,098.33	127,375.06	
Transfers in								
Transfers out			40,000.00		75,000.00	326,546.00		175,000.00
Net change	(3,124.02)	-	(25,873.14)	-	(75,000.00)	(148,331.40)	(97,795.73)	(85,610.91)
Beg. fund balance	12,345.50	2,144.31	37,841.32		284,101.00	596,153.57	105,234.75	40,313.27
<b>End. fund balance</b>	<b>9,221.48</b>	<b>2,144.31</b>	<b>11,968.18</b>	<b>-</b>	<b>209,101.00</b>	<b>447,822.17</b>	<b>7,439.02</b>	<b>(45,297.64)</b>

Special Revenues Funds

Town of Harwich Combining Trial Balance Sheet Special Revenues Year End June 30, 2009					
FY 2009 Special Revenues	1701	1730	1750	8027	
	Septic Loan Betterment	Culture Con. Gift	Aff. Housing Cell	CPC (1 and BK)	
Cash	112,135.79	8,277.07	817,911.31	2,551,313.33	
Receivables:	130,442.47				
<b>Total assets</b>	<b>242,578.26</b>	<b>8,277.07</b>	<b>817,911.31</b>	<b>2,551,313.33</b>	
Warrants payable					
Res. CPC Open Space					211,691.05
Res. CPC Historic					30,000.00
Res. Housing					-
Deferred revenue	130,442.47				
Fund Balance	112,135.79	8,277.07	817,911.31	2,309,622.28	
<b>Total Liab. &amp; FB</b>	<b>242,578.26</b>	<b>8,277.07</b>	<b>817,911.31</b>	<b>2,551,313.33</b>	
Revenue		7,290.00	95,770.99	1,652,081.37	
Expenditures	-	4,115.00	593,360.57	-	
Transfers in					
Transfers out	17,250.00			1,969,587.00	
Net change	(17,250.00)	3,175.00	(497,589.58)	(317,505.63)	
Beg. fund balance	129,385.79	5,102.07	1,315,500.89	2,868,818.96	
<b>End. fund balance</b>	<b>112,135.79</b>	<b>8,277.07</b>	<b>817,911.31</b>	<b>2,551,313.33</b>	



TOWN OF HARWICH, MASSACHUSETTS

Capital Projects

Year Ended June 30, 2009

FY 2009

Town of Harwich

Capital

Funds # 0400 & 0420

	Combined Total	Selectmen	Brooks Academy	Police	Fire	School	Highway	Water
Cash	3,163,885.57	908.47	6,646.32	2,702,339.23	0.34	79,504.00	42.95	(20,679.04)
Receivables:	-	-	-	-	-	-	-	-
Total assets	3,163,885.57	908.47	6,646.32	2,702,339.23	0.34	79,504.00	42.95	(20,679.04)
Warrants payable	-							
Other Liabilities	-							
Deferred revenue	-							
Fund Balance	3,163,885.57	908.47	6,646.32	2,702,339.23	0.34	79,504.00	42.95	(20,679.04)
Total Liab. & FB	3,163,885.57	908.47	6,646.32	2,702,339.23	0.34	79,504.00	42.95	(20,679.04)
Revenue/Bonds	8,750,000.00	-	-	8,750,000.00	-	-	-	-
Expenditures	6,312,045.58	-	-	6,050,946.01	-	-	147,882.48	-
Transfers in	-	-	-	-	-	-	-	-
Transfers out	90,000.00							
Net change	2,347,954.42	-	-	2,699,053.99	-	-	(147,882.48)	-
Beg. fund balance	725,931.15	908.47	6,646.32	3,285.24	0.34	79,504.00	147,925.43	(20,679.04)
End. fund balance	3,163,885.57	908.47	6,646.32	2,702,339.23	0.34	79,504.00	42.95	(20,679.04)

Capital Funds

TOWN OF HARWICH, MASSACHUSETTS  
Capital Projects  
Year Ended June 30, 2009

FY 2009 Town of Harwich Capital Funds #0400 & 0420				
	Waste Water Mgt	Bd. Of Health	Harbors	Golf
Cash	312,641.12	22,232.02	22,264.48	37,985.68
Receivables:	-	-	-	-
Total assets	312,641.12	22,232.02	22,264.48	37,985.68
Warrants payable				
Other Liabilities				
Deferred revenue				
Fund Balance	312,641.12	22,232.02	22,264.48	37,985.68
Total Liab. & FB	312,641.12	22,232.02	22,264.48	37,985.68
Revenue/Bonds	-	-	-	-
Expenditures	21,710.95	-	-	1,506.14
Transfers in				
Transfers out	-	-	90,000.00	-
Net change	(21,710.95)	-	(90,000.00)	(1,506.14)
Beg. fund balance	334,352.07	22,232.02	112,264.48	39,491.82
End. fund balance	312,641.12	22,232.02	22,264.48	37,985.68

Capital Funds

TOWN OF HARWICH					
Agency Funds					
Year End June 30, 2009					
Combined	8901	8902	8903	8904	8905
	Police PPD	Fire Detail	Hwy Extra Duty	Custodian	Com Center
Cash	(3,591.08)	1,122.36	(261.47)	3,230.52	1,855.25
Receivables:	19,124.00	-	-	-	-
Deposit/ Other	-	-	-	-	-
<b>Total assets</b>	<b>15,532.92</b>	<b>1,122.36</b>	<b>(261.47)</b>	<b>3,230.52</b>	<b>1,855.25</b>
Warrants payable	-	-	-	-	-
IBNR Payable	-	-	-	-	-
Other Liabilities	(3,591.08)	1,122.36	(261.47)	3,230.52	1,855.25
Deferred revenue	19,124.00	19,124.00	-	-	-
Res. CPC Open Space	-	-	-	-	-
Res. CPC Historic	-	-	-	-	-
Res. CPC Housing	-	-	-	-	-
FB Deposits	-	-	-	-	-
Fund Balance	-	-	-	-	-
<b>Total Liab. &amp; FB</b>	<b>15,532.92</b>	<b>1,122.36</b>	<b>(261.47)</b>	<b>3,230.52</b>	<b>1,855.25</b>
Revenue	-	-	-	-	-
Expenditures	-	-	-	-	-
Transfers in	-	-	-	-	-
Transfers out	-	-	-	-	-
IBNR 2007	-	-	-	-	-
IBNR 2008	-	-	-	-	-
Net change	-	-	-	-	-
Beg. fund balance	-	-	-	-	-
<b>End. fund balance</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

**TOWN OF HARWICH, MASSACHUSETTS**  
**Enterprise Funds**  
**Year Ended June 30, 2009**

<b>FY 2009</b>		<b>1320</b>
<b><u>Enterprise Fund</u></b>	<b><u>Combined</u></b>	<b><u>Water</u></b>
	<b><u>Total</u></b>	<b><u>Enterprise Fund</u></b>
Cash	1,191,292.72	1,191,292.72
Receivables:	101,743.52	101,743.52
Water Liens A/R	9,177.95	9,177.95
<b>Total assets</b>	<b>1,302,214.19</b>	<b>1,302,214.19</b>
Other Liabilities sales tax	223.06	223.06
Deferred revenue	110,921.47	110,921.47
Encumbrances & Contin. Appropri	644,833.00	644,833.00
Reserved For Expenditures	-	
Fund Balance	546,236.66	546,236.66
<b>Total Liab. &amp; FB</b>	<b>1,302,214.19</b>	<b>1,302,214.19</b>
Revenue	3,213,868.00	3,213,868.00
Expenditures	3,008,208.58	3,008,208.58
Transfers in	-	
Transfers out	-	
Net change	205,659.42	205,659.42
Beg. fund balance	<b>340,577.24</b>	340,577.24
<b>End. fund balance</b>	<b>546,236.66</b>	<b>546,236.66</b>

**TOWN OF HARWICH, MASSACHUSETTS**  
**Combining Trial Balance-Trust Funds**

	FY 2009				
	Trust				
	Year Ended June 30, 2009				
	8001	8002	8003	8004	8005
	CLAIMS TRUST	POLICE/FIRE	CALEB CHASE	LET	PLANNING
<b>Combined</b>	<b>8001</b>	<b>8002</b>	<b>8003</b>	<b>8004</b>	<b>8005</b>
<b>Total</b>					
Cash	2,869,684.10	189,172.64	3,007.15	2.20	7,938.83
Receivables:	19,124.00				
Investments	219,049.24		219,049.24		
Deposit/ Other	-				
<b>Total assets</b>	<b>3,107,857.34</b>	<b>189,172.64</b>	<b>222,056.39</b>	<b>2.20</b>	<b>7,938.83</b>
Warrants payable	-				
IBNR Payable	-				
Other Liabilities	(3,591.08)				
Deferred revenue	19,124.00				
Res. CPC Open Space	-				
Res. CPC Historic	-				
Res. CPC Housing	-				
FB Investments	219,049.24	-	219,049.24		
<b>Fund Balance</b>	<b>2,873,275.18</b>	<b>189,172.64</b>	<b>3,007.15</b>	<b>2.20</b>	<b>7,938.83</b>
<b>Total Liab. &amp; FB</b>	<b>3,107,857.34</b>	<b>189,172.64</b>	<b>222,056.39</b>	<b>2.20</b>	<b>7,938.83</b>
Revenue	460,619.57	319,044.19	143.21	5,767.54	236.64
Expenditures	805,938.45	677,939.15	12,556.51	8,099.78	2,316.21
Transfers in	54,324.34	-	54,324.34		
Transfers out	-	-			
IBNR 2008	460,401.00	460,401.00			
Net change	169,406.46	101,506.04	41,911.04	(624.96)	236.64
Beg. fund balance	2,709,718.72	87,666.60	(30,690.74)	5,339.39	7,702.19
<b>End. fund balance</b>	<b>2,873,275.18</b>	<b>189,172.64</b>	<b>11,220.30</b>	<b>2.20</b>	<b>7,938.83</b>

Trust and Agency Funds

TOWN OF HARWICH, MASSACHUSETTS  
Combining Trial Balance-Trust Funds

FY 2009 Trust	Year Ended June 30, 2009					
	8006 AFLAC (TEP)	8007 WORKERS COMP.	8008 LET	8020 STABILIZATION	8021 CONSERVATION	8022 400TH ANVER. WHITEHOUSE Field
Cash	17,216.10	106.97	13,943.18	1,093,716.85	6,225.34	1,556.54
Receivables:						
Investments						
Deposit/ Other						
<b>Total assets</b>	<b>17,216.10</b>	<b>106.97</b>	<b>13,943.18</b>	<b>1,093,716.85</b>	<b>6,225.34</b>	<b>1,556.54</b>
Warrants payable						
IBNR Payable						
Other Liabilities						
Deferred revenue						
Res. CPC Open Space						
Res. CPC Historic						
Res. CPC Housing						
FB Investments						
<b>Fund Balance</b>	<b>17,216.10</b>	<b>106.97</b>	<b>13,943.18</b>	<b>1,093,716.85</b>	<b>6,225.34</b>	<b>1,556.54</b>
<b>Total Liab. &amp; FB</b>	<b>17,216.10</b>	<b>106.97</b>	<b>13,943.18</b>	<b>1,093,716.85</b>	<b>6,225.34</b>	<b>1,556.54</b>
Revenue	33,021.85	-	-	-	-	-
Expenditures	27,560.60	2,009.25	116,701.72	94.80	46.42	213.73
Transfers in						
Transfers out						
IBNR 2008						
Net change	5,461.25	-	(2,009.25)	116,701.72	94.80	46.42
Beg. fund balance	11,754.85	106.97	15,952.43	977,015.13	6,130.54	1,510.12
<b>End. fund balance</b>	<b>17,216.10</b>	<b>106.97</b>	<b>13,943.18</b>	<b>1,093,716.85</b>	<b>6,225.34</b>	<b>1,556.54</b>

Trust and Agency Funds

TOWN OF HARWICH, MASSACHUSETTS  
Combining Trial Balance-Trust Funds  
Year Ended June 30, 2009

**FY 2009**

**Trust**

Cash	8024	8025	8028	8030	8050	8051	8052
Receivables:	BROOKS	CEMETERY	KELLY SCH	GASE 45	SCHOOL	GRACE LEVY	Eaton
Investments	Library			OPRB	Trust		
Deposit/ Other	582,197.59	541,611.22	13,179.16	300,000.00	51,050.27	5,639.04	29,050.00
<b>Total assets</b>	<b>582,197.59</b>	<b>541,611.22</b>	<b>13,179.16</b>	<b>300,000.00</b>	<b>51,050.27</b>	<b>5,639.04</b>	<b>29,050.00</b>
Warrants payable							
IBNR Payable							
Other Liabilities							
Deferred revenue							
Res. CPC Open Space							
Res. CPC Historic							
Res. CPC Housing							
FB Investments							
<b>Fund Balance</b>	<b>582,197.59</b>	<b>541,611.22</b>	<b>13,179.16</b>	<b>300,000.00</b>	<b>51,050.27</b>	<b>5,639.04</b>	<b>29,050.00</b>
<b>Total Liab. &amp; FB</b>	<b>582,197.59</b>	<b>541,611.22</b>	<b>13,179.16</b>	<b>300,000.00</b>	<b>51,050.27</b>	<b>5,639.04</b>	<b>29,050.00</b>
Revenue	(25,868.88)	11,283.83	(3,036.08)	-	1,279.35	-	-
Expenditures	30,887.08	40,569.87			3,050.00		950.00
Transfers in							
Transfers out							
IBNR 2008							
Net change	(56,755.96)	(29,286.04)	(3,036.08)	-	(1,770.65)	-	(950.00)
Beg. fund balance	638,953.55	570,897.26	16,215.24	300,000.00	52,820.92	5,639.04	30,000.00
<b>End. fund balance</b>	<b>582,197.59</b>	<b>541,611.22</b>	<b>13,179.16</b>	<b>300,000.00</b>	<b>51,050.27</b>	<b>5,639.04</b>	<b>29,050.00</b>

Trust and Agency Funds

TOWN OF HARWICH, MASSACHUSETTS  
Combining Trial Balance-Trust Funds

	Year Ended June 30, 2009				
	8901	8902	8903	8904	8905
	Police PPD	Fire Detail	Isvy Extra Dut	Custodian	Com Center
8053 Charles-Sara					
Reid					
Cash	29.08	1,122.36	(261.47)	3,230.52	1,855.25
Receivables:					
Investments	19,124.00				
Deposit/ Other	-	-			
<b>Total assets</b>	<b>29.08</b>	<b>1,122.36</b>	<b>(261.47)</b>	<b>3,230.52</b>	<b>1,855.25</b>
Warrants payable					
IBNR Payable					
Other Liabilities					
Deferred revenue	(9,537.74)	1,122.36	(261.47)	3,230.52	1,855.25
Res. CPC Open Space	19,124.00				
Res. CPC Historic					
Res. CPC Housing					
FB Investments					
<b>Fund Balance</b>	<b>29.08</b>				
<b>Total Liab. &amp; FB</b>	<b>29.08</b>	<b>1,122.36</b>	<b>(261.47)</b>	<b>3,230.52</b>	<b>1,855.25</b>
Revenue	-	-	-	-	-
Expenditures	-	-	-	-	-
Transfers in					
Transfers out					
IBNR 2008					
Net change	-	-	-	-	-
Beg. fund balance	29.08				
<b>End. fund balance</b>	<b>29.08</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

Trust and Agency Funds



Town of Harwich  
Town Report  
Expenditures General Funds  
FY 2008

FY 2009 General Fund	REVISED BUDGET	YTD EXPENDED	SURPLUS DEFICITS	PCT USED
011141 MODERATOR S&W	300	300	-	100.0%
011221 SELECTMEN S&W	7,500	7,500	-	100.0%
011222 SELECTMEN - EXP	6,200	5,781	419	93.2%
01122A2 SELECTMEN - WARRANT ARTICLES	1,456,472	498,867	957,605	34.3%
01122A8 SELECTMEN - WARRANT ART.	54,355	-	54,355	0.0%
011311 FINANCE COMMITTEE S&W	4,200	2,357	1,843	56.1%
011312 FINANCE COMMITTEE - EXP	420	420	-	100.0%
011322 RESERVE FUND	5,048	-	5,048	0.0%
011351 TOWN ACCOUNTANT - SAL	212,208	212,208	-	100.0%
011352 TOWN ACCOUNTANT - EXP	1,650	1,135	515	68.8%
01135A2 TOWN ACCOUNTANT WARRANT ART.	41,401	4,075	37,326	9.8%
01135N2 TOWN ACCT ENCUMBERED EXP	36,000	36,000	-	0.0%
011362 AUDIT - EXP	9,000	9,000	-	100.0%
011411 ASSESSORS - S&W	229,125	204,549	24,576	89.3%
011412 ASSESSORS - EXP	20,709	19,967	742	96.4%
01141A2 ASSESSORS - WARRANT ARTICLES	118,006	36,000	82,006	30.5%
011442 POSTAGE	37,593	37,585	8	100.0%
011451 TREASURER - S&W	228,282	226,922	1,360	99.4%
011452 TREASURER - EXP	89,811	72,322	17,489	80.5%
011482 MEDICARE	320,000	299,318	20,682	93.5%
011491 TOWN HALL - S&W	348,599	292,553	56,046	83.9%
011492 TOWN HALL - EXP	124,300	114,063	10,237	91.8%
011498 TOWN HALL - CAP OUTLAY	3,100	2,374	726	76.6%
01149N2 TOWN HALL ENCUMBERED EXPENSE	130,000	130,000	-	100.0%
011512 LEGAL SERVICES - EXP	500	225	275	45.0%
011522 CLAIMS & SUITS	86,725	86,725	-	100.0%
011522 COMPUTER TECHNOLOGY	102,674	102,261	413	99.6%
011552 COMPUTER TECH Articles	185,530	174,686	10,844	94.2%
01155N2 COMPUTER TECH ENCUMBERED	-	-	-	0.0%
011571 CONSTABLE S & W	375	375	-	100.0%
011611 TOWN CLERK - S&W	161,467	161,467	-	100.0%
011612 TOWN CLERK - EXP	27,150	24,442	2,708	90.0%
01161A2 TN CLERK ARTICLES	177,500	173,067	4,433	97.5%
011711 CONSERVATION - S&W	48,490	47,810	680	98.6%
011712 CONSERVATION - EXP	5,490	5,490	-	100.0%
01171N2 CONSERVATION - ENCUMB.	173	173	-	0.0%
011741 TOWN PLANNER - S&W	123,879	118,060	5,819	95.3%
011742 TOWN PLANNER - EXP	2,977	2,120	857	71.2%
011751 PLANNING BOARD - S&W	1,200	1,200	-	100.0%
011752 PLANNING BOARD - EXP	1,188	1,132	56	95.3%
011761 BOARD OF APPEALS S&W	1,000	1,000	-	100.0%
011762 BOARD OF APPEALS EXPENSE	360	309	52	85.7%
011912 PUBLIC BUILDINGS REPAIR - EXP	-	-	-	0.0%
011922 TOWN/FIN COM REPORTS - EXP	16,000	14,150	1,850	88.4%
011932 MISCELLANEOUS PRINTING	-	-	-	0.0%
011942 ADVERTISING	3,500	3,500	-	100.0%
011962 TELEPHONE	65,296	60,637	4,659	92.9%
011972 GASOLINE	7,752	7,751	1	100.0%
011982 OUT OF STATE TRAVEL	-	-	-	-

Town of Harwich  
Town Report  
Expenditures General Funds  
FY 2008

FY 2009 General Fund	REVISED BUDGET	YTD EXPENDED	SURPLUS DEFICITS	PCT USED
012101 POLICE - S&W	2,679,606	2,648,463	31,143	98.8%
012102 POLICE - EXP	368,021	355,200	12,821	96.5%
012108 POLICE - CAP OUTLAY	56,698	56,680	18	100.0%
01210A2 POLICE - WARRANT ARTICLES	41,822	37,238	4,584	89.0%
01210N2 POLICE ENCUMBERED EXPENSE	5,711	4,936	775	86.4%
012201 FIRE - S&W	2,600,528	2,600,528	(0)	100.0%
012202 FIRE - EXP	233,088	216,204	16,884	92.8%
01220A2 FIRE ARTICLES	373,588	360,826	12,762	96.6%
01220N2 FIRE ENCUMBERED EXPENSE	-	-	-	
012311 AMBULANCE - S&W	100,000	100,000	-	100.0%
012312 EMS EXPENSE	73,234	69,467	3,767	94.9%
012351 EMERGENCY TELECOMM. S&W	470,836	443,657	27,179	94.2%
012351 EMERGENCY TELECOMM. EXPENSES	10,432	5,498	4,934	52.7%
012351 EMERGENCY TELECOMM. ENCUMBERED	-	-	-	
012351 EMERGENCY TELECOMM. ARTICLES	-	-	-	
012411 BUILDING - S&W	232,805	218,634	14,171	93.9%
012412 BUILDING - EXP	11,124	10,746	378	96.6%
01241A2 BUILDING - WARRANT ARTICLES	225		225	0.0%
01241N2 BUILDING INSP ENCUMBERED EXP	296	296	0	100.0%
012912 EMERGENCY MANAGEMENT	4,954	3,218	1,736	65.0%
012962 NATURAL RESOURCES	28,267	28,267	(0)	100.0%
01296A2 NATURAL RESOURCES - WARRANT ART	726		726	0.0%
012972 PLEASANT BAY ALLIANCE EXPENSE	17,323	17,323	-	100.0%
01300 HARWICH PUBLIC SCHOOL	14,509,519	14,457,601	51,918	99.6%
01300A2 SCHOOL - WARRANT ARTICLES	245,901	164,438	81,463	66.9%
013012 C C REGIONAL TECH HIGH SCHOOL	841,453	841,453	-	100.0%
014111 TOWN ENGINEER	148,613	146,614	1,999	98.7%
014112 TOWN ENGINEER	5,243	4,250	993	81.1%
014112 TOWN ENGINEER ARTICLES	19,698	19,351	347	98.2%
014211 HIGHWAY SALARIES & WAGES	1,743,719	1,729,353	14,366	99.2%
014212 HIGHWAY EXPENSE	1,529,805	1,529,805	(0)	100.0%
01421A2 HIGHWAY - WARRANT ARTICLES	887,905	557,799	330,106	62.8%
01421N2 HIGHWAY ENCUMBERED EXPENSE	4,752	4,182	570	88.0%
014222 HOTMIX	-	86,879	(86,879)	0.0%
014231 SNOW/ICE SALARIES & WAGES	89,879	86,879	3,000	96.7%
014232 SNOW/ICE EQPT HIRE/MATERIALS	278,121	278,121	0	100.0%
014242 STREET LIGHTS	88,334	88,334	(0)	100.0%
014911 CEMETERY ADMINISTRATION	39,402	39,108	294	99.3%
014912 CEMETERY ADMINISTRATION	2,850	2,850	-	100.0%
01491A2 CEMETERY - WARRANT ARTICLES	5,280	4,515	765	85.5%
015101 BOARD OF HEALTH	256,894	244,927	11,967	95.3%
015102 BOARD OF HEALTH EXPENSE	24,554	19,994	4,560	81.4%
01510A2 BOARD OF HEALTH - WARRANT ARTCL	4,509	2,445	2,064	54.2%
015112 FLAX POND EXPENSE	3,061	2,185	876	71.4%
015391 CH 18 TV S&W	66,376	64,739	1,637	97.5%
015392 CHANNEL 18 TV EXPENSE	50,032	22,374	27,658	44.7%
015401 COMMUNITY CENTER S&W	214,155	214,155	0	100.0%
015402 COMMUNITY CENTER EXPENSE	151,934	151,934	0	100.0%
01540A2 COMMUNITY CENTER ARTICLES	15,149	15,000	149	99.0%

Town of Harwich  
Town Report  
Expenditures General Funds  
FY 2008

FY 2009 General Fund	REVISED BUDGET	YTD EXPENDED	SURPLUS DEFICITS	PCT USED
015411 COUNCIL ON AGING S&W	222,589	22,589	200,000	10.1%
015412 COUNCIL ON AGING EXPENSE	37,940	33,392	4,548	88.0%
01541N2 COUNCIL ON AGING ENCUMB.	76	76	(0)	100.1%
015422 YOUTH COUNSELOR EXPENSE	62,897	62,897	0	100.0%
015428 YOUTH COUNSELOR CAPITAL OUTLAY	3,940	3,837	103	97.4%
015432 VETERANS EXPENSE/BENEFITS	42,719	41,127	1,592	96.3%
015502 DISABILTY RIGHTS EXPENSE	540	225	315	41.7%
01550A2 HUMAN SERVICES - WARRNT ARTC	14,668	1,361	13,307	9.3%
01560A2 - JIM NOONAN SERVICE	76,500	70,625	5,875	92.3%
01560A2 HUMAN SERVICES - WARRNT ARTC	123,325	12,141	111,184	9.8%
016101 LIBRARY SALARIES & WAGES	395,285	388,666	6,619	98.3%
016102 LIBRARY EXPENSE	231,028	229,327	1,701	99.3%
01610A2 LIBRARY - WARRANT ARTICLES	22,780	22,630	150	99.3%
01610N2 BROOKS LIBRARY ENCUMBERED EXP	-	-	-	-
016291 RECREATION SEASONAL S&W	181,600	175,620	5,980	96.7%
016301 RECREATION & YOUTH S&W	165,345	146,878	18,467	88.8%
016302 RECREATION & YOUTH EXPENSE	58,203	58,096	107	99.8%
01630A2 REC & YOUTH - WARRANT ARTCLS	7,399	1,542	5,857	20.8%
016331 HARBORMASTER SALARIES & WAGES	267,857	241,065	26,792	90.0%
016332 HARBORMASTER EXP	89,370	89,370	(0)	100.0%
01633A1 HARBORMASTER Capital Outlay	496,049	391,666	104,383	79.0%
01633N2 HARBORMASTER -ENCUMB.	4,585	4,585	(0)	100.0%
01633a2 HARBORMASTER -ARTICLES	496,049	391,666	104,383	79.0%
016702 BROOKS MUSEUM COMMISSION EXP	14,263	14,236	27	99.8%
01670A2 BROOKS MUSEUM - WARRANT ARTICLE	189,179	78,792	110,387	41.6%
016911 HISTORICAL COMMISSION S&W	627	-	627	0.0%
016912 HISTORICAL COMMISSION EXPENSE	1,750	540	1,210	30.9%
01691A2 HISTORICAL COMM - WARRANT ART	188,800	10,044	178,756	5.3%
01691N2 HIST COM ENCUM	-	-	-	0.0%
016922 CELEBRATIONS	2,000	1,529	471	76.5%
016951 GOLF S&W	671,054	646,323	24,731	96.3%
016952 GOLF EXPENSE	465,407	465,407	0	100.0%
01695N2 GOLF ENCUMBERED EXPENSE	-	-	-	0.0%
01696A2 GOLF MAINTENANCE - WARRANT ARTC	36,854	6,946	29,908	18.8%
017237 FIRE STATION 94 PRIN & INT	210,710	210,710	-	100.0%
017247 LIBRARY CONSTRUCT PRIN/INT 1996	235,300	235,300	-	100.0%
017257 COMMUNITY CENTER P & I 1998	416,205	416,205	-	100.0%
017337 TRACK/SOCCER FIELD (2000)	12,413	12,413	-	100.0%
017347 LANDFILL CAPPING (1999)	120,545	120,545	-	100.0%
017357 LAND ACQUISITION (1997)	76,869	76,869	-	100.0%
017367 ELEMENTARY SCHOOL ADDN (2001)	1,323,613	1,323,613	-	100.0%
017377 LAND ACQUISITION(2000)LND BANK	266,015	266,015	-	100.0%
017417 WELL SOURCE EXPLORATION (2002)	17,663	17,663	-	100.0%
017427 GOLF CLUBHOUSE (2000)	100,043	100,043	-	100.0%
017437 LAND BK ACQ SLOWATYCKI (2001)	26,391	26,391	-	100.0%
017447 LAND BANK ACQ KRUMIN (2002)	62,180	62,180	-	100.0%
017457 WATER ABATE SEPTIC LOAN (MASS)	17,250	17,250	-	100.0%
017467 POLICE COMPUTERS (2003)	11,103	11,103	-	100.0%
017477 POLICE STA REPAIRS/PLANS 2003	12,720	12,720	-	100.0%

Town of Harwich  
Town Report  
Expenditures General Funds  
FY 2008

FY 2009 General Fund	REVISED BUDGET	YTD EXPENDED	SURPLUS DEFICITS	PCT USED
017487 COPELAS LAND (2002) LB	90,083	90,083	-	100.0%
017497 SHEA LAND (2002) LB	274,969	274,969	-	100.0%
017517 ROAD MAINT 2004	130,000	130,000	-	100.0%
017527 GOLF COURSE IRRIGATION 2004	175,050	175,050	-	100.0%
017537 LD AQUI ROSE/KEELER 2004	140,850	140,850	-	100.0%
017547 WATER TANK 2004	209,173	209,173	-	100.0%
017557 BROOKS ACAD RENOVATION	21,538	21,538	-	100.0%
017567 MIDDLE SCHOOL ROOF	37,563	37,563	-	100.0%
017577 HIGH SCHOOL ROOF	45,475	45,475	-	100.0%
017587 ROAD MAINT.	228,500	228,500	-	100.0%
017597 GOLF COURSE BUNKER	122,400	122,400	-	100.0%
017607 POLICE STATION PLANS	114,850	114,850	-	100.0%
017617 WASTER WATER MGT	114,850	114,850	-	100.0%
017627 ROAD MAINT	229,700	229,700	-	100.0%
018212 STATE ASSESSMENTS	1,702,134	1,738,309	(36,175)	102.1%
018312 BARNS CTY RETIR & TAX ASSESS	2,027,200	1,920,708	106,492	94.7%
018352 CAPE COD COMMISSION ASSESSMENTS	173,491	173,491	-	100.0%
019111 SPECIAL RETIREMENT PENS S&W	3,552	3,511	41	98.9%
019132 UNEMPLOYMENT INS	77,896	73,896	4,000	94.9%
01913N2 UNEMPLOYEMENT INS ENCUMB	10	10	0	96.4%
019142 GROUP HEATH INS	5,192,441	5,192,441	-	100.0%
019402 UNPAID BILLS EXPENSE	-	-	-	0.0%
019452 GENERAL INSURANCE	490,000	399,543	90,457	81.5%
019462 GENERAL INSURANCE DEDUCTIBLES	15,000	3,491	11,509	23.3%
TOTAL GENERAL FUND	<u>\$ 52,136,350</u>	<u>\$ 49,118,964</u>	<u>\$ 3,017,387</u>	<u>94.2%</u>

TOWN OF HARWICH, MASSACHUSETTS  
FY09  
GENERAL LONG TERM OBLIGATIONS

General Long Term

Obligations

Inside Debt Limit:

General

June 30, 2009  
\$ 34,652,378.75

Inside Debt Limit:

General:

June 30, 2009

General (Solid Waste)	880,000.00	Comm Center Construct/Generator	\$ 1,695,000.00
Public Service		Conservation Land	600,000.00
Water	2,460,000.00	Dunbar Field	45,000.00
		Elementary School Project	7,840,000.00
		Fire Station	190,000.00
		Golf Projects	2,960,000.00
		Brooks Museum	155,000.00
	3,340,000.00	Hwy Exp/Projects	600,000.00
		Land Bank	7,030,000.00
		Library Construction	600,000.00
		School Roofs	670,000.00
		Mass Water Abatement Trust	225,253.75
		Police Equipment and Plans	100,000.00
		Roads, Police & Wastewater Plans	1,600,000.00
		Police Station	8,750,000.00

\$ 37,992,378.75

33,000,253.75

Authorized Unissued (Water Enterprise Fund)

1,592,125.00

CHANGES IN DEBT ACCOUNTS  
FISCAL YEAR ENDED JUNE 30, 2009

Balance July 1, 2008

Less Principal Payments - Total Budgeted Expenditures

Authorized Unissued

Plus new issue

General Long Term

Obligations

\$ 40,007,503.99  
3,607,250.24  
1,592,125.00

Balance June 30, 2009

\$ 37,992,378.75

Outside Debt Limit:

General:

Transfer Station  
Cap Landfill  
Public Service Enterprise  
Water

-  
880,000.00  
2,460,000.00

Balance June 30, 2009

\$ 37,992,378.75

General Fund		Change in Assets			Change in Accumulated Depreciation		
	Balance 6/30/2008	FY09 Additions	FY09 Disposals	Balance 6/30/2009	FY09 Additions	FY09 Disposals	Balance 6/30/2009
Summarized by Category:							
1000 Land	21,149,899	-	-	21,149,899	-	-	-
9000 CIP	189,126	6,189,736	-	6,378,862	9,582	-	12,734
sub-total non depreciable	21,339,025	6,189,736	-	27,528,761	9,582	-	12,734
2000 Bldg & Imp	47,329,969	-	-	47,329,969	21,682,127	1,512,251	23,194,378
1500 Land Imp	3,210,861	-	-	3,210,861	557,665	198,792	756,457
4000 Other Imp	1,535,138	-	-	1,535,138	1,289,841	22,739	1,312,580
sub-total other improvements	4,745,999	-	-	4,745,999	1,847,506	221,531	2,069,037
3000 Equip	7,402,037	1,106,307	-	8,508,344	5,643,278	428,687	6,071,965
5000 Infra	76,597,055	147,882	-	76,744,937	49,918,204	3,206,503	53,724,707
sub-total depreciable	83,999,092	1,254,189	-	85,253,281	79,091,115	5,368,972	84,460,087
Total by Category	157,414,085	7,443,925	-	164,858,010	79,094,267	5,378,554	84,472,821
<b>Enterprise Fund</b>							
Summarized by Category:							
1000 Land	-	-	-	-	-	-	-
9000 CIP	-	-	-	-	-	-	-
sub-total non depreciable	-	-	-	-	-	-	-
2000 Bldg & Imp	211,361	-	-	211,361	89,022	15,459	104,481
1500 Land Imp	-	-	-	-	-	-	-
4000 Other Imp	-	-	-	-	-	-	-
sub-total other improvements	-	-	-	-	-	-	-
3000 Equip	490,368	262,615	-	752,983	123,412	42,419	165,831
5000 Infra	34,199,927	242,850	-	34,442,777	20,331,926	746,701	21,078,627
sub-total depreciable	34,901,656	505,465	-	35,407,121	20,544,360	804,579	21,348,939
Total by Category	34,901,656	505,465	-	35,407,121	20,544,360	804,579	21,348,939
<b>TOTAL TOWN</b>	<b>\$ 192,315,741</b>	<b>\$ 7,949,390</b>	<b>\$ -</b>	<b>\$ 200,265,131</b>	<b>\$ 99,638,627</b>	<b>\$ 6,183,133</b>	<b>\$ 105,821,760</b>

# Report of the Collector of Taxes

REPORT OF THE COLLECTOR FISCAL YEAR 2009 JULY 1, 2008 - JUNE 30, 2009								
Tax Account	Outstanding July 1, 2008	Commitments	Payments to Treasurer	Exemptions Abatements Deferrals	Refunds	Tax Titles	Adjustments	Outstanding June 30, 2009
2009 Community Preservation Act	-	971,144.96	(942,044.81)	(8,500.12)	270.91		(1.99)	20,868.95
2009 Real Estate	-	32,371,291.56	(31,388,440.93)	(319,164.90)	79,878.83		272.05	743,836.61
2009 Title 5	-	15,057.23	(14,337.23)					720.00
2009 Water Irens	-	29,818.30	(23,522.95)					6,295.35
2009 Personal Property	-	376,771.75	(366,689.63)	(1,826.83)	864.78		13.41	9,133.48
2009 Motor Vehicle Excise	-	1,390,743.72	(1,270,450.09)	(54,359.62)	7,122.03		95.31	73,151.35
2009 Boat Excise	-	57,411.32	(47,061.53)	(7,262.04)	676.98		3.52	3,768.25
2008 Community Preservation Act	18,246.76		(9,753.92)	(25.20)	25.20	(6,409.63)		2,083.21
2008 Real Estate	651,690.75		(353,443.70)	(839.93)	1,703.26	(215,796.12)	86.53	83,400.79
2008 Water Irens	10,987.49		(7,630.84)			(3,356.65)		-
2008 Personal Property	8,922.82		(4,094.33)	(290.46)	150.15		(6.21)	4,681.97
2008 Motor Vehicle Excise	96,121.34	200,400.42	(256,720.91)	(25,589.18)	9,264.80		66.64	23,543.11
2008 Boat Excise	4,177.63		(293.04)	(2,428.99)	254.33		0.07	1,710.00
2007 Community Preservation Act	2,182.87		(931.92)			(1,250.95)		0.00
2007 Real Estate	85,477.86		(37,429.05)		1,286.50	(49,336.94)	1.63	0.00
2007 Personal Property	3,342.19		(593.80)	(136.20)	24.61		(0.85)	2,635.95

Tax Account	Outstanding July 1, 2008	Commitments	Payments to Treasurer	Exemptions Abatements Deferrals	Refunds	Tax Titles	Adjustments	Outstanding June 30, 2009
2007 Motor Vehicle Excise	24,707.30	4,935.01	(13,952.05)	(3,965.29)	1,905.95		13.74	13,644.66
2007 Boat Excise	2,100.88			(1,769.36)	231.70		(0.06)	563.16
2004 Personal Property	3,090.40		(64.50)	(145.13)			(1.01)	2,879.76
2004 Motor Vehicle Excise	15,232.20		(2,937.01)	(495.41)	495.60		3.72	12,299.10
2004 Boat Excise	1,813.64		(68.00)	(1,430.66)	170.00		0.02	485.00
2005 Motor Vehicle Excise	13,120.11		(893.10)				(1.06)	12,225.95
2005 Boat Excise	5,393.96		(113.09)	(1,443.66)			0.12	3,837.33
2004 Motor Vehicle Excise	9,157.36		(927.60)				0.30	8,230.06
2004 Boat Excise	5,964.99		(75.00)	(1,367.66)				4,522.33
Totals	961,730.55	35,417,574.27	(34,742,469.03)	(431,040.64)	104,325.63	(276,150.29)	545.88	1,034,516.37



COLLECTOR'S REPORT FY 2009  
COLLECTIONS JULY 1, 2008 - JUNE 30, 2009

	2009	2008	2007	2006	2005	2004	TOTALS
CPA/LAND BANK	942,044.81	9,753.92	931.92				952,730.65
TITLE 5 BETTERMENTS/COMMITTED INTEREST	14,337.23						14,337.23
WATER LIENS	23,522.95	7,630.84					31,153.79
REAL ESTATE TAXES	31,388,440.93	353,443.70	37,429.05				31,779,313.68
PERSONAL PROPERTY TAXES	366,689.63	4,094.33	593.80	64.50			371,442.26
MOTOR VEHICLE EXCISE TAX	1,270,450.09	256,720.91	13,952.05	2,937.01	893.10	927.60	1,545,880.76
BOAT EXCISE TAX	47,061.53	293.04		68.00	113.09	75.00	47,610.66
INTEREST-COMMUNITY PRESERVATION ACT	1,696.16	921.61	204.86				2,822.63
INTEREST-REAL ESTATE/LIENS/BETTERMENTS/PERSONAL	58,980.68	33,405.89	7,433.98	27.42			99,847.97
INTEREST-MOTOR VEHICLE & BOAT EXCISE TAX	1,729.55	4,065.96	1,399.94	837.24	419.69	524.85	8,977.23
FEES-REAL ESTATE / PERSONAL	20,534.57	4,039.00	1,072.00	15.00			25,660.57
FEES-MOTOR VEHICLE & BOAT EXCISE TAX	15,576.60	14,730.00	2,310.00	740.00	395.00	150.00	33,901.60
TOTALS	34,151,064.73	689,099.20	65,327.60	4,689.17	1,820.88	1,677.45	34,913,679.03
	LAND BANK/CPA COLLECTED						952,730.65
	BETTERMENTS						14,337.23
	WATER LIENS						31,153.79
	TAXES						33,744,247.36
	INTEREST						111,647.83
	FEES/PENALTIES						59,562.17
	WATER BILLS						2,722,603.49
	MUNICIPAL LIEN CERTIFICATES						24,650.84
	REGISTRY MARKING FEES						11,640.00
	TOTAL						37,672,573.36

# Report of the Treasurer

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I hereby respectfully submit the Annual Report of the Town Treasurer for the Fiscal Year 2009

Balance June 30, 2008		\$18,539,317.56
Receipts		\$67,254,922.22
	Total	\$85,794,239.78

Paid by Warrants	\$68,009,818.19
Balance June 30, 2009	\$17,784,421.59
Total	\$85,794,239.78

## **TRUST AND ESCROW FUNDS - FISCAL YEAR 2009**

### **JOHNSON-ULM SCHOLARSHIP FUND**

Balance June 30, 2008		\$37,232.58
INT PD		\$583.44
	Total	\$37,816.02
Paid by Warrants	\$1,800.00	
Balance June 30, 2009	\$36,016.02	
Total	\$37,816.02	

### **HERBERT MORSE SCHOLARSHIP FUND**

Balance June 30, 2008		\$7,867.17
INT PD		\$125.98
	Total	\$7,993.15
Paid by Warrants	\$0.00	
Balance June 30, 2009	\$7,993.15	
Total	\$7,993.15	

### **BROOKS MEDAL FUND**

Balance June 30, 2008			\$1,058.11
INT PD			\$16.94
		Total	\$1,075.05
Paid by Warrants	\$0.00		
Balance June 30, 2009	\$1,075.05		
	Total		\$1,075.05

### **HIGH SCHOOL TRACK RECONSTRUCTION**

Balance June 30, 2008			\$3,744.98
			\$92.56
INT PD			
		Total	\$3,837.54
Paid by Warrants			
Balance June 30, 2009	\$3,837.54		
	TOTAL		\$3,837.54

### **CLASS OF 1991**

Balance June 30, 2008			\$1,187.30
			\$7.35
INT PD			
		Total	\$1,194.65
Paid by Warrants			
Balance June 30, 2009	\$1,194.65		
	Total		\$1,194.65

### **STABILIZATION FUND**

Balance June 30, 2008			\$977,015.13
		dep	\$100,000.00
			\$16,701.72
INT PD			\$1,093,716.85
Paid by Warrants	\$0.00		
Balance June 30, 2009	\$1,093,716.85		
	Total		\$1,093,716.85

### **CONSERVATION FUND**

Balance June 30, 2008		\$5,918.92
INT EARNED		\$94.80
Balance June 30. 2009	Total	\$6,013.72

### **ISLAND POND LAND BANK ESCROW ACCOUNT**

Balance June 30, 2008		\$14,778.64
INT EARNED		\$236.64
Balance June 30. 2009	Total	\$15,015.28

### **WHITEHOUSE FIELD MAINTENANCE FUND**

Balance June 30, 2008		\$13,349.25
INT EARNED		\$213.73
	Total	\$13,562.98
Balance June 30. 2009		

### **400TH ANNIVERSARY**

Balance June 30, 2008		\$1,459.71
INT EARNED		\$35.54
Balance June 30. 2009	Total	\$1,495.25

### **CEMETERY PERPETUAL CARE FUNDS**

Balance July 1, 2008		\$600,529.57
Interest earned		\$9,983.29
Receipts		\$1,400.00
	Total	\$611,912.86

Interest expended	\$200.00	
Balance June 30, 2009	\$611,712.86	
	Total	\$611,912.86

# **BROOKS FREE LIBRARY TRUST FUNDS**

Balance July 1, 2008	\$727,217.61
Interest earned	-\$25,868.88
deposits	
Total	\$701,348.73

FEES	
Interest expended	\$70,764.24
Balance June 30, 2009	\$630,584.49
Total	\$701,348.73

## **Schedule of Debt Outstanding as of June 30, 2009 with interest to be paid to maturity:**

AUTHORIZATION	ISSUE	OUTSTANDING	INTEREST TO MATURITY
ART 76 00 TRACK & SOCCER FIELDS		\$50,000.00	\$3,048.65 \$1,957.40
ART. 07 - 1994 STM NEW FIRE HQ/RENOV.STA.#2 \$2,910,000	5.20% FIRE STATION DATED 05/15/1995 DUE 05/15/2010	\$190,000.00	\$10,450.00
ART. 13 - 1996 ATM LIBRARY ADDITION/RENOV \$3,000,000	4.81% LIBRARY DATED 12/15/1996 DUE 12/15/2011	\$610,000.00	\$13,100.00 \$8,071.67
ART 12-1998 ATM COMMUNITY CENTER \$5,095,000.00	4.0277 COMM CENTER DATED 10/15/98 DUE 10/15/2013	\$1,705,000.00 10/15 4/15	\$50,650.00 \$43,755.42
ART 2 2001 STM ELEMENTARY SCHOOL	4.00% SCHOOL 9/15/1-9/15/16	\$7,885,000.00 9/15 3/15	\$666,770.50 \$504,074.53
ARTS FY 99 AND 00 LAND BANK ART 56 OF 99/ART'S 66,67,70,71, 99 AND 00	MUNICIPAL PURPOSE LOAN LAND BANK ARTICLES	\$1,820,000.00 9/15 3/15	\$232,430.20 \$186,266.87
AND ART10 STM 2000 ART 58 2001 ATM land bank (NET OF LEVY) \$360,000.00	DATED 9/15/00 4.00% LAND landbank 9/15/1-9/15/16	\$250,000.00 9/15 3/15	\$38,219.00 \$32,648.03

ART 1 STM 00 LANDFILL CAPPING AND RECYCLING CENTER	MUNICIPAL PURPOSE LOAN DATED 9/15/00 9/15 3/15	\$860,000.00	\$118,428.65 \$96,462.12
ART 62 1998 ATM LAND (NOT LANDBANK) \$979,500.00	4.00% (NOT LANDBANK) 9/15/1-9/15/16	\$590,000.00 9/15	\$84,498.00 \$71,501.89
ART 48 1999 ATM SEPTIC LOANS \$200,000.00	0% SEPTIC	\$129,975.51	
ART 2 STM AUG 26, 02 LAND BANK \$725,000.00	4.17%	\$480,000.00	\$73,390.00 \$62,650.00
ART'S GOLF COURSE CLUBHOUSE AND UTILITY BLDG	4.17%	\$760,000.00	\$114,008.75 \$97,056.25
ATR 24 02 WELL WATER	4.17%	\$60,000.00	\$3,056.25 \$1,856.25
ART 14 2003 POLICE COMPUTERS	3.75%	\$30,000.00	\$1,032.50 \$562.50
ART 13 2003 POLICE STA PLANS	3.75%	\$70,000.00	\$10,148.75 \$8,870.00
ART 31 2003 LAND BANK	3.75%	\$800,000.00	\$113,383.75 \$98,830.00
ART 63 2001 LAND BANK	3.75%	\$2,625,000.00	\$412,300.00 \$363,736.50
ART 36 KEELER STM ART 5 ATM ROSE LANDBANK	3.68%	\$1,005,000.00	\$114,612.50 \$114,612.50
SEPTIC LOAN	0%	\$95,278.00	
ART 1 2004 WATER DEPT	4.29%	\$2,400,000.00	\$693,018.750 \$693,018.75
ART 17 2004 GOLF IRRIGATION	4.29%	\$1,185,000.00	\$145,351.25 \$145,351.25

ART 16 BROOKS ACAD	3.89%	\$155,000.00	\$19,700.00
			\$16,600.00
MS ROOF	3.89%	\$300,000.00	\$40,000.00
			\$34,000.00
HS ROOF	3.89%	\$370,000.00	\$50,000.00
			\$42,600.00
HYWAY ROADS	3.89%	\$600,000.00	\$24,000.00
			\$12,000.00
GOLF COURSE	3.89%	\$1,015,000.00	\$140,100.00
			\$119,800.00
POLICE STA PLANS		\$400,000.00	\$14,950.00
			\$14,950.00
WASTE WATER MGMNT		\$400,000.00	\$14,950.00
			\$14,950.00
ROAD MAINTENANCE		\$800,000.00	\$29,900.00
			\$29,900.00
POLICE STATION BOND		\$8,750,000.00	
DUE FEB 2029			\$1,608,462.50
			\$1,608,462.50
<hr/>			
TOTAL OUTSTANDING DEBT JUNE 30, 2009		\$36,390,253.51	\$9,264,504.43
DEBT LIMIT AS OF JUNE 30, 2009			
Equalized Valuation	\$5,328,884,400.00		
Debt Limit -			
5% Equalized Valuation		\$266,444,220.00	
Total Outstanding Debt	\$36,390,253.51		
Total Outside Debt Limit	\$3,085,249.51		
Net Debt subject to Debt Limit		\$33,305,004.00	
Remaining borrowing capacity		\$233,139,216.00	
under 5% Debt Limit			

My appreciation to the Selectmen, Town Administrator and all departments for their assistance and cooperation during the past year, My assistant Amy Duffy, and Head Clerks Caitlin Daley and Judith Murphy.

Respectfully submitted

Dorothy Parkhurst  
*Treasurer*



**REPORT OF THE TREASURER  
FISCAL YEAR 2009  
JULY 1, 2008 - JUNE 30, 2009**

Tax Title Accounts

	Munis	Lotus
Outstanding July 1, 2008	\$ 831,081.37	\$ 489,102.63
Land Bank Committed	\$ 7,660.58	
UB liens Committed	\$ 3,356.65	
Tax Committed	\$ 265,133.06	
Committed Fees & Interest	\$ 52,105.93	
Exemptions, Abatements, Adjustments	\$ 301.00	
Exemptions & Abatements- Land Bank Disclaimed	\$ 11,567.86	\$ 12,570.30
Disclaimed Land Bank/CPA	\$ 300.76	\$ 49.62
Payments to Land Bank/CPA	\$ 2,185.11	\$ 9.93
Payments to UB liens	\$ 474.05	
Payments on Tax Title	\$ 98,045.66	\$ 625.84
Interest paid	\$ 12,315.94	\$ 43,437.57
<b>Outstanding June 30, 2009</b>	<b>\$1,046,463.15</b>	<b>\$475,846.94</b>

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<b>Total outstanding tax titles</b>	<b>\$1,522,310.09</b>
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Deferred Tax Accounts

Outstanding July 1, 2008	\$ 113,907.46
Deferred tax added-2009	\$ 25,328.10
Payments	\$ 12,767.29
Interest paid	\$ 3,380.90
<b>Outstanding June 30, 2009</b>	<b>\$126,468.27</b>

# Salaries & Wages Paid

## HARWICH PUBLIC SCHOOLS YEAR TO DATE WAGES FOR 2009 GROSS WAGES 2009

NAME	GROSS	NAME	GROSS
<b>ADMINISTRATION</b>		DOWSON, JENNIFER	35,094.52
BANTICK, MARY	42,150.00	D'URSO, ANNE	68,308.56
BRODERICK, CAROLYN	56,500.00	ELLIS, LYNN	6,719.88
COSTIN, GARY	7,038.47	FISLER, MICHELLE	44,328.96
CRAGIN, CAROLYN	148,601.05	FORD, LINDA	10,983.57
CURRY, NANCY	47,416.06	GALVIN, BRENDA	7,815.81
DICKERSON, JOEL	79,768.88	GARRITY-BOURKE, MAUREEN	43,247.36
FINNELL, A. FRANCIS	45,667.50	GIFFORD, NANCY	68,894.00
HELD, SUSAN	45,346.96	GOGGIN, LISA	22,627.00
JOSEPH, RUTH	7,416.72	GRADY, CHERYL	62,018.90
KNOWLES, SHIRLEY	565.50	GREIG, DEBRA	29,493.92
LONDON, ANTIGONE	47,388.03	GRENIER, GINA	51,807.50
TESO, ANTHONY	100,000.00	GUSHEE, CYNTHIA	32,165.08
VAN ESSENDELFT, TERENCE	40,404.00	GVAZDAUSKAS, KRISTIN	43,541.00
VERRIER, GERALDINE	707.25	HAAS, BONNALYN	79,378.01
<b>DEPARTMENT TOTAL</b>	<b>668,970.42</b>	HALL, JULIE	81,543.00
<b>ELEMENTARY SCHOOL</b>		HANNA, TRACEY	45,741.50
ALBERTINE, MARY	80,897.70	HANSEN, RICHARD	70,222.86
ANDREOLA, SALLY	73,280.00	HARRIS, ANTHONY	700.00
ARVIDSON, DEIRDRE	16,975.48	HEDMARK, NICOLE	54.81
ASACK, LINDSEY	44,040.70	HEIN, SAMUEL	95,800.00
BABB, JANE	51,545.00	HIRSCHBERGER, AMY	67,115.88
BARKER, JEANNE	71,239.00	HOFFMAN, CHERYL	44,094.56
BARNETT, Nanci	68,894.02	HUDSON, VIRGINIA	39,899.00
BELLIVEAU, MYRA	70,089.76	HUGHES-PRINCE, CHRISTINE	51,184.10
BLUTE, JODIE	17,696.38	JOHNSON, ELISE	23,851.92
BOOTH, KAREN	52,668.90	JORGENSEN, FRANCESCA	61,562.50
BOULE, LESLIE	70,089.76	JOSEPH, FRANCES	46,072.00
BRADY, MELISSA	70,089.76	KARRAS, CATHERINE	19,110.02
BRAGDON, MARY	66,059.00	KEITH, KATIE	42,611.51
BROOKHART, LARRY	58,669.58	KELLY, JODI	20,458.52
BROWNELL, KATHERINE	33,090.67	KENNEDY, ADRIA	57,663.06
CAVANAUGH, PATRICIA	61,766.90	KING, DAWN	62,371.00
CHASE, DONNA	65,334.10	KIRBY, ANDREA	4,461.13
CHILDS, PAMELA	7,637.93	KLUZA, GINA	1,079.26
CLONEY, KATHLEEN	54,602.44	KRYSTOFOLSKI, JENNIFER	55,687.06
CONKLIN, TARA JOHANNA	25,073.88	LANGWAY, SUSAN	26,129.92
COSTELLO, JACALYN	72,456.02	LEAHY, CYNTHIA	30,996.43
CRONEN, ERIN	37,910.40	LEGER, DONNA	30,493.88
CROWLEY, MARY	51,329.00	LEVY, MARY	37,302.00
DALY, DENISE	21,407.08	LOVETT, JANE	8,961.82
DILLON, JOAN	73,507.53	MALINOWSKI, PATRICIA	73,284.12
		MALONE, CATHERINE	30,075.92

NAME	GROSS	NAME	GROSS
MAXON, LINDSAY	6,635.24	COE, JANET	1,246.14
MC ILVIN, JENNIFER	66,180.79	CREEDON, DENISE	70,124.88
MC MANAMIN, LISA	53,796.50	CRONIN, LAURA	7,047.75
MCGUIGAN, JOHANNA	61,886.15	CUNDALL, PAMELA	910.00
MELTON, MEGHAN	36,874.00	CUTTER, LAUREN	61,766.90
MORRIS, LAURA	41,797.00	DARSON, DEBORAH	73,186.87
MORRIS, SANDRA	23,881.00	DAVOL, SALLY	29,551.92
NORTON, PETER	48,225.80	FABIA, ALICE	71,129.00
OLIVER, JENNIFER	30,628.57	FALCONE, MARY	68,763.88
PETERSON, MELISSA	38,275.00	FLEMING, SEAN	65,604.19
PETRUCCELLI-SMITHERS, J	70,089.76	FORIST, MELINDA	74,972.46
PIEKARSKI, CHRISTINE	51,216.50	GRIFFITHS, LAUREN	28,402.14
PIKNICK, KIMBERLEE	49,770.00	HOLDEN, KATHERINE	77,482.00
REIS, HEATHER	58,047.00	HURRIE, MARK	50,963.60
RESSLER, TIMOTHY	41,109.00	KEEFE, JEANNE	61,766.90
RICHER, SUSAN	29,844.21	KEEFE, NANCY	61,767.00
ROBBINS, PATRICIA	27,519.96	KILROY, BARBARA	2,947.55
ROBINSON, BETSY	33,300.00	LABONTE, DAVID	3,246.00
SALZILLO, FRANCES	7,674.69	MAGELANER, LISA	64,753.90
SENIOR, ERIN	61,766.90	MALCOLM, NANCY	66,489.00
SILK, ANN	66,488.76	MATHESON, ANDREW	69,287.50
SIMMONS, LESLIE	69,309.06	MCGEOCH, VIRGINIA	62,754.90
SISSON, MACKENZIE	25,073.92	MEDEIROS, DONNA	12,898.78
SMITH, DONNA	54,128.88	MENDOZA, KATHLEEN	66,462.60
SMITH, KATHLEEN	4,354.45	MERRILL, KENNETH	51,749.00
SMITH, PATRICIA	39,843.96	MERRILL, SYLVIA	63,018.04
SPEAKMAN, STEPHANIE	20,183.00	NAPIERKOWSKI, GORDON	69,916.00
STERN, CATHERINE	51,219.00	OZOLINS, KELLY	18,347.98
STROKER, LISA	26,035.88	PETERSON, KATHLEEN	44,613.10
TANSEY, TAMMY	29,703.92	PETRASKO, GEORGIA	52,956.00
TOBOJKA, REBECCA	66,813.88	REUSS, PAMELA	73,296.02
TOMASIAN, MEGHAN	18,402.48	RILEY, JOHN	98,000.00
TRASK, SUSAN	13,170.58	RUTLEDGE, SALLY	72,464.20
TWOMBLY, CHRISTINE	4,354.45	SAVAGE, KAREN	71,487.00
VAGENAS, KATHLEEN	12,977.77	SERAFINI, KATHLEEN	45,461.20
VALENTINE, SANDRA	66,488.76	SIMMONS, ROBERTA	33,697.14
VIENT, JAMIE	45,701.00	TOBIN, NENA	55,174.02
WEBB, BARBARA	29,493.92	TOSCANO-GROSS, DIANA	58,246.92
WEST, CHERYL	34,730.08	TURCO, DIANE	65,334.00
WOODS, MARYANNE	26,297.96	WALTHER, WENDY	14,044.14
ZABIELSKI, DEBORAH	34,329.08	WAYSTACK, BERNADETTE	61,766.90
<b>DEPARTMENT TOTAL</b>	<b>4,628,921.70</b>	WILSON, STEVEN	81,875.10
		<b>DEPARTMENT TOTAL</b>	<b>2,390,120.74</b>

#### MIDDLE SCHOOL

ALTIERI, WILLIAM	79,559.00
BOVINO, MICHAEL	45,238.00
BOYLE, FRANCES	25,073.92
BROOKS, JANET	210.00
CHILDRESS, MARY	2,800.00
CHIZEK, LESLIE	52,267.20

#### HIGH SCHOOL

ADAMS, ERICA	20,183.02
ANDERSON, JOHN	60,401.90
BAIRSTOW, KAREN	61,195.00
BARTON, JANICE	40,509.00
BATES, KEVIN	69,501.10

NAME	GROSS	NAME	GROSS
BEER, TED	68,326.71	STANG, REBECCA	40,893.42
BENNETT, JONATHAN	76,850.99	SUGERMAYER, MARK	75,201.62
BIRCHFIELD, JAMES	67,172.06	SUMMERS, HERBERT	30,209.19
BLANCHARD, CARLA	78,048.18	TITUS, ROBIN	71,898.58
BRESKI, DAVID	43,162.00	TURNER, KEVIN	104,324.98
BRUNELL, STACY	45,724.00	UNDERWOOD, THOMAS	41,124.00
BURKE, DAVID	31,418.08	WEEKES, JOANNE	35,138.88
BYRNES, ROBERT	75,383.02	WHITTEMORE, DEIDRE	63,018.04
CALLAGY, MARGARET	67,444.82	WHITTEMORE, ERIN	61,295.18
CAMPBELL, JOANNE	43,433.29	WOLCOTT, CANDACE	29,493.88
CAMPBELL, SUMNER	1,817.01	<b>DEPARTMENT TOTAL</b>	<b>3,500,838.29</b>
CATANZARO, ANTHONY	82,505.76		
CHILAKA, ANGELINA	80,484.00	<b>CAFETERIA</b>	
COPPOLA, CAREN	45,892.08	BARKER, DEBORAH	18,991.44
COTE, VALERIE	69,087.50	BASSETT, CAROLYN	12,605.17
DICKSON, JOHN	66,158.10	BOYLE, PATRICIA	19,364.83
DONOVAN, DEBORAH	73,006.62	COLSON, MARY	28.20
DOOLEY-TRABUCCO, ANN	65,972.06	CROSSEN, VICKI	582.80
DORGAN, DIANE	70,913.76	DESIATA, NANCY	40,999.92
DRISCOLL, LEE	23,486.04	DUDIS-LUCAS, ELIZABETH	11,966.22
EASTMAN, JILL	69,745.02	FREEMAN, JANICE	19,441.07
FALLON, NICOLA	28,500.15	GRIFFIN, LUANN	51.70
FRANKEL, DAVID	45,894.94	HADFIELD, MARY	5,257.26
GIROLAMO, JANIE	92,884.99	HADLEY, ELAINE	28.20
HARRINGTON, EILEEN	52,956.00	HALL, KRISTI	6,735.63
HEGGI, JOSEPH	74,426.02	HARK, HELEN	19,046.60
HEMEON, MARY	71,288.96	HOGG, SUZANNE	16,444.75
HOFF, ELIZABETH	37,106.00	LANDERS, NANCY	7,977.88
HOUSTON, RICHARD	72,456.02	LEGER, JACQUELYN	7,812.55
KEHOSS, KRISTY	41,797.08	MAKER, LESLEY	8,925.74
KELLY, KAREN	70,089.76	MASTERSON, TERESA	4,427.42
KELLY, MICHAEL	1,392.00	SMITH, JEFF	1,932.12
KIEFER, LISA	64,759.50	ST. PIERRE, LINDA	1,513.40
KOT, STEPHEN	3,926.94	WILSON, CHRISTINE	5,776.88
LE VANGIE, LYNNE	62,382.35	WINDLE, JEANNINE	2,522.90
LEETE, ANNE	65,672.82	<b>DEPARTMENT TOTAL</b>	<b>212,432.68</b>
MCGRORY, JANIS	65,450.00		
MCINTYRE, CHARLES	4,320.00	<b>CUSTODIANS</b>	
MCMURRAY, HALEY	44,648.00	AWALT, JOHN	661.50
MOYNAGH, PETER	36,501.79	BIRON, LAWRENCE	1,447.86
POORE, CHERYL	5,491.00	BIRTWELL, KENNETH	39,864.59
REINWALD, THERESA	29,531.12	BOYLE, EDWARD	1,716.75
RICHARD, ROSEMARIE	70,694.10	D'ANDREA, DOMINICK	2,304.75
ROSE, PATRICIA	27,146.79	DEMERS, DAVID	54,676.52
SCHNEIDER-BIRON, LIANE	70,309.25	DICKERMAN, ERROL	252.00
SESSLER, DENISE	71,853.00	DONOVAN, ROBERT	44,556.39
SIMMONS, ELIZABETH	75,166.04	FERREIRA, EDWARD	42,670.05
SMELTZER, ROBERT	72,702.52	FRAWLEY, GERALD	29,472.03
SOWPEL, GEORGE	56,367.96	GARBITT, GARY	414.75
STALKER, MICHELE	34,704.30	GAROFALO, ROBERT	43,300.20

NAME	GROSS	NAME	GROSS
GUINEN, GLEN	4,056.75	TUTTLE, THOMAS	150.00
HIBBERT, JACKSON	252.00	VENA, LAUREN	4,098.62
HOWES, ANDREW	220.50	WHITE, DANIELLE	4,021.19
JOHNSON, CHRISTOPHER	38,073.34	WITZGALL, BRIAN	1,513.90
LIMA, SUSAN	73.50	<b>DEPARTMENT TOTAL</b>	<b>184,003.48</b>
MERRITT, CHARLES	3,958.50		
MORENO, LUIS	325.50	<b>SUBSTITUTES</b>	
MORRIS, BROCK	1,459.50	ADAMS, OLGA	1,423.50
OAKLEY, KEVIN	44,515.24	ANTHONY, LAIRD	2,100.00
PEDERSEN, TIMOTHY	44,858.82	AUDUNSON, JAMES	1,369.50
POND, DANIEL	840.00	BALDWIN-DYCKMAN, CATHY	350.00
POTTER, CHUCK	44,054.23	BANKS, EDLOW	3,267.00
SCHULTZ, ALEXANDRIA	241.50	BARBATO, ELISABETH	5,670.00
SHEA, DANIEL	12,438.75	BARKER, CAROLYN	10,369.66
SIROIS, RICHARD	38,116.97	BASSO, SHARON	2,227.38
STARKWEATHER, MICHAEL	41,148.19	BATES, DONALD	10,982.00
STELLO, ALFRED	2,346.75	BELHUMEUR, LYNN	3,088.00
VALLE, ARTHUR	39,932.12	BENZLER-LAFFIN, SYLVIA	2,417.00
VERITY, STEPHEN	136.50	BICKNELL, JACLYN	4,433.50
WILLCOX, JAMES	46,560.69	BOYLE, PAMELA	571.00
WILLIAMS, CHRISTOPHER	1,013.25	BROCHU, HARRIET	455.00
<b>DEPARTMENT TOTAL</b>	<b>625,959.99</b>	BROOKS, SANDRA	1,324.25
		BUCKLEY, ALISON	70.00
<b>HASP</b>		BURKE, KARA	338.50
BERTON, ALICIA	1,170.00	BURLINGAME, ERIN	551.00
COOK, ASHLEY	4,024.34	BURNS, ALICE	210.00
COSTIN, DANIEL	3,983.74	BURNS, GAIL	409.50
COSTIN, KAYLA	1,784.34	CHAPLIC, KYLE	420.00
COSTIN, LAURA	3,156.25	CHRISTENSEN, THOMAS	210.00
COUGHLIN, ERIN	26,634.43	CLARKE, MARY	243.00
DOANE, ANNE	225.00	CLARKE, ROSE ANN	10,475.95
EMERSON, ANN	69,225.22	CONNORS, JUDITH	1,120.00
FLYNN, ALYSSA	847.74	CRAIG, BETHANY	1,260.00
FOLEY, PATRICK	3,700.00	CROTEAU, AUDREY	463.40
FORTIER, MARGAUX	2,264.00	DE DOMINICIS, MARIA	1,257.54
FORTIER, PAMELA	9,144.87	DEBACHER, NICHOLAS	5,086.94
HELD, SHANNON	3,489.52	DEFILIPPO, KATIE-ANN	210.00
JACEK, KELLIE	3,388.26	DERY, DEBRA	1,266.75
JOSEPH, CLIFANE	802.36	DEVER, KELMA	280.00
LABELLE, ALEXANDRA	3,308.37	DEWEY, JENNIFER	116.00
LEAHY, DANIEL	2,169.64	DILZER, ROBERT	910.00
LEOFANTI, CHRISTINE	450.00	DINDA, LINDA	2,870.00
MONTGOMERY-OLIVER, AMY	6,510.19	DOHERTY, WILLIAM	1,400.00
PARENT, DIANE	1,543.21	DONLAN, MARC	705.00
ROBINSON, EMILY	3,183.82	DUNFORD, ALISSA	418.02
SERAFINO, CAROL	17,484.39	ELDREDGE, SHEILA	3,350.00
SMITH, HOLLY	3,883.32	ELLERBEE, ROSALIND	560.25
SPEYER, ANNE	480.00	FARNHAM, KATHARINE	3,226.00
SWIDLER, GRACE	1,366.76	FARRENKOPF, FRANCES	308.90

NAME	GROSS	NAME	GROSS
FIEDLER, KAREN	875.00	MILLER, MARY ANN	568.70
FISHER, BURT	1,680.00	MORRIS, WILMA	25,962.50
FLYNN, GARY	4,095.00	MOTTA-WURST, CHRISTOPHER	1,260.00
FRAZIER-CHASSE, TONNYA	665.00	MOYNAGH, MARGARET	70.00
FULCHER, ANNA	140.00	NEEDEL, ANDY	478.50
FUSCO, JAMES	6,835.52	O'CONNOR, LISA	3,435.00
GABOUR, MARGARET	455.00	OUR, JANET	2,218.00
GINSBERG, MARTIN	280.00	PAGE, JOANNE	215.33
GONNELLA, PETER	7,188.00	PALLIS, MARK	1,120.00
GREENE, KATHLEEN	875.00	PARADIS, SUZANNE	6,148.00
GREENSPAN, BARBARA	2,520.00	PELLETIER, MICHELLE	225.00
GRIMLEY, DANIEL	8,091.44	PEREZ, ROSEMARY	724.50
GRITZEN, ERICA	268.50	PETERSON, SUSAN	70.00
GROSS, CARLA	958.75	PONTBRIAND, AMANDA	693.41
HADFIELD, WILLIAM	4,582.00	POTTER, JOY	210.00
HAMMATT, MARY	420.00	POWELL, DAVID	70.00
HASTINGS, BRIAN	70.00	RENGUCCI, JANET	16,650.20
HASTINGS, MARY	1,133.00	SANTACROCE, ANN	1,758.00
HAYES, MARY	70.00	SHERRY, DELORES	621.50
HEMLEY, FREYA	1,482.00	SIDOLI, CHRISTOPHER	3,430.00
HESTER, LAURA	2,380.00	SINERATE, JOANNE	480.00
HUBECKY, DANIEL	1,096.25	SMITH, CHERYL	350.00
HURRIE, THOMAS	280.00	SMITH, ODIN	3,729.90
KALBACH, BARBARA	8,564.50	STEIN, PAULA	1,740.00
KANUPP, DANA	3,080.00	STEIN, ROBERT	1,740.00
KELLEY, DAVID	70.00	STRENZ-THIBAUT, SUSANNE	460.00
KNOX, KYRA	281.50	TALLMADGE, MARY BETH	2,218.00
KRYSTOFOLSKI, PATRICIA	140.00	TAVANO, JUSTIN	3,048.00
LA DUKE, EVELYN	2,415.00	THOMPSON, CYNTHIA	300.50
LEACH, DANA	1,236.00	TIEDEMAN, WENDY	585.00
LOCKE, ROBIN	32.90	TRAVAGLINO, LOUIS	11,504.60
LOGSDON, SUSAN	525.00	UNDERWOOD, JUDITH	513.50
LUCIANO, KAREN	1,319.38	VOTTELER, MARIA	232.00
MAC PHERSON, TIFFANNY	2,565.00	VRLIK, CAROL	3,860.24
MADDEN, JUDITH	2,813.95	WEST, ERIN	92.25
MAGNUSSON, KATHLEEN	1,676.00	WIMBERLY, KATHRYN	1,237.00
MANN, RYAN	4,198.00	WORTH, MAURICE	1,112.00
MC CROSKERY, JANET	840.00	ZILLIOX, GENOVAITE	5,855.04
MC FARLAND, LEONA	560.00	<b>DEPARTMENT TOTAL</b>	<b>272,982.90</b>
MCCARTY-SPENCER, CHAITRA	864.00		
MCGRATH, JEFFREY	2,380.00	<b>Grand</b>	<b>12,484,230.20</b>
MIDDLETON, LINDA	210.00		

NAME	BASE	OT & OTHER	DETAIL	TOTAL
<b>SELECTMEN, FINANCE, CONSTABLES</b>				
FORD, MICHAEL	\$ 300.00		\$	300.00
BALLANTINE, LARRY	\$ 173.39		\$	173.39
COLE, LAWRENCE	\$ 1,500.00		\$	1,500.00
LAMANTIA, ANGELO	\$ 1,500.00		\$	1,500.00
MARSLAND, DAVID	\$ 1,326.61		\$	1,326.61
MCMANUS, EDWARD	\$ 1,500.00		\$	1,500.00
TAYLOR, TAMMY	\$ 1,305.12	\$ 1,066.10	\$	1,305.12
WILKINS, ROBIN	\$ 1,500.00		\$	1,500.00
CUPOLI, MICHAEL	\$ 125.00		\$	125.00
DIMAURO, ARMANDO	\$ 125.00		\$	125.00
PELTON, OLIVER	\$ 125.00		\$	125.00
ROBINSON, DAVID	\$ 62.50		\$	62.50
<b>DEPARTMENT TOTAL</b>	<b>\$ 9,542.62</b>	<b>\$ 1,066.10</b>	<b>\$</b>	<b>10,608.72</b>
<b>FINANCE DEPARTMENTS</b>				
<b>IT COORDINATOR</b>				
BANFORD, RICHARD	\$ 86,947.36		\$	86,947.36
<b>ACCOUNTING</b>				
CLANCY, JO ANNE	\$ 43,418.54		\$	43,418.54
RYAN, DAVID	\$ 108,883.38		\$	108,883.38
SILVA, DIANE	\$ 15,573.60		\$	15,573.60
TULLOCH, WENDY	\$ 44,332.25		\$	44,332.25
<b>ASSESSING</b>				
MOLINO, DONNA	\$ 44,742.59	\$ 2,292.78	\$	47,035.37
NEESE, ROBERT	\$ 500.02		\$	500.02
NIGHTINGALE, BRUCE	\$ 500.02		\$	500.02
ONNEMBO, V	\$ 31,565.59		\$	31,565.59
SCANNELL, DAVID	\$ 87,695.66		\$	87,695.66
TAYLOR, TAMMY	\$ 34,591.35	\$ 1,099.21	\$	35,690.56
WAYSTACK, RICHARD	\$ 500.02		\$	500.02
<b>TAX COLLECTOR/TREASURER</b>				
DALEY, CAITLIN	\$ 43,525.41	\$ 129.97	\$	43,655.38
DUFFY, AMY	\$ 55,309.89	\$ 599.11	\$	55,909.00
MURPHY, JUDITH	\$ 46,565.28	\$ 313.10	\$	46,878.38
PARKHURST, DOROTHY	\$ 80,479.06		\$	80,479.06
<b>DEPARTMENT TOTAL</b>	<b>\$ 725,130.02</b>	<b>\$ 4,434.17</b>	<b>\$</b>	<b>729,564.19</b>
<b>ADMINISTRATION</b>				
BALMER, NANETTE	\$ 66,539.54		\$	66,539.54
MERRIAM, JAMES	\$ 124,320.53		\$	124,320.53
NELSON, ELNA	\$ 3,551.34		\$	3,551.34
ROBINSON, SANDRA	\$ 47,940.80		\$	47,940.80
STEIDEL, ANN	\$ 51,609.32	\$ 2,012.11	\$	53,621.43
<b>DEPARTMENT TOTAL</b>	<b>\$ 293,961.53</b>	<b>\$ 2,012.11</b>	<b>\$</b>	<b>295,973.64</b>
<b>YOUTH COUNCELOR</b>				
HOUSE, SHEILA	\$ 62,974.60		\$	62,974.60
<b>DEPARTMENT TOTAL</b>	<b>\$ 62,974.60</b>		<b>\$</b>	<b>62,974.60</b>
<b>GENERAL GOVERNMENT WAGES</b>				
<b>TOWN CLERK</b>				
ARNEMANN, JOHANNE	\$ 166.50		\$	166.50
BLISS, BARBARA	\$ 139.50		\$	139.50
BOWEN, SHEILA	\$ 238.50		\$	238.50

NAME	BASE	OT & OTHER	DETAIL	TOTAL
BOWERS, JANET	\$ 225.00		\$	225.00
BOWERS, RICHARD	\$ 225.00		\$	225.00
BUCKWOLD, JUELL	\$ 1,014.66		\$	1,014.66
BURKE, VIRGINIA	\$ 135.00		\$	135.00
CHASE, ELEANOR LEE	\$ 270.00		\$	270.00
CLARKE, MARY	\$ 427.50		\$	427.50
CORBETT, URSULA	\$ 472.50		\$	472.50
DAGENAIS, HILDA	\$ 220.50		\$	220.50
DAVIS, JUDITH	\$ 360.00		\$	360.00
DOUCETTE, ANITA	\$ 67,473.08		\$	67,473.08
EAGAN, MARY	\$ 139.50		\$	139.50
EATON, DONNA	\$ 499.50		\$	499.50
FLYNN, LESLIE	\$ 144.00		\$	144.00
GALLAGHER, MARGARET	\$ 292.50		\$	292.50
GAUDET, KATHRYN	\$ 34,841.54		\$	34,841.54
GOTTWALD, RAYMOND	\$ 63.00		\$	63.00
HARRINGTON, DOROTHY	\$ 211.50		\$	211.50
HEMMINGS, DOROTHY	\$ 1,061.57		\$	1,061.57
JANSSON, JANET	\$ 72.00		\$	72.00
KAISER, JANET	\$ 121.50		\$	121.50
KAPLAN, ANN	\$ 202.50		\$	202.50
KELSEY, MARY	\$ 130.50		\$	130.50
MADSON, BARBARA	\$ 139.50		\$	139.50
MARAHRENS, LOUISE	\$ 76.50		\$	76.50
MARTELLO, ANITA	\$ 72.00		\$	72.00
MARTELLO, HARRY	\$ 72.00		\$	72.00
MCCARTER, ALLEN	\$ 139.50		\$	139.50
MCCARTER, NANCY	\$ 76.50		\$	76.50
MEE, ELEANOR	\$ 306.00		\$	306.00
MESSIAS, ELAINE	\$ 76.50		\$	76.50
MESSIAS, ROBERT	\$ 76.50		\$	76.50
MIHOVAN, LOUISE	\$ 1,237.53		\$	1,237.53
MILLS, SUSAN	\$ 261.00		\$	261.00
MURPHY, ANNE	\$ 139.50		\$	139.50
REMILLARD, WILFRED	\$ 571.50		\$	571.50
ROBINSON, EVELYN	\$ 139.50		\$	139.50
SACRAMONE, CATHERINE	\$ 220.50		\$	220.50
SILVERIO, ARKALINE	\$ 94.50		\$	94.50
SILVERIO, JANET	\$ 207.00		\$	207.00
WEINSTEIN, SUSAN	\$ 400.50		\$	400.50
WEST, PAULA	\$ 48,125.87		\$	48,125.87
WILSON, SHEILA	\$ 139.50		\$	139.50
<b>DEPARTMENT TOTAL</b>	<b>\$ 161,719.25</b>		<b>\$</b>	<b>161,719.25</b>
<b>CONSERVATION</b>				
CHATHAM, JOHN	\$ 75,938.59		\$	75,938.59
SULLIVAN, JUDITH	\$ 1,767.38		\$	1,767.38
<b>DEPARTMENT TOTAL</b>	<b>\$ 77,705.97</b>		<b>\$</b>	<b>77,705.97</b>
<b>PLANNING DEPARTMENT</b>				
BANTA, ELAINE	\$ 31,700.99	\$ 2,289.07	\$	33,990.06
HUDE, ELIZABETH	\$ 42,201.92		\$	42,201.92
LEVEN, SUSAN	\$ 44,975.70		\$	44,975.70
SPITZ, DAVID	\$ 10,229.33		\$	10,229.33
STRANGER, LINDSAY	\$ 2,654.78		\$	2,654.78
GIROUARD, KATHLEEN	\$ 587.69		\$	587.69



NAME	BASE	OT & OTHER	DETAIL	TOTAL
STEWART, SANDRA	\$ 2,498.72		\$	2,498.72
<b>DEPARTMENT TOTAL</b>	<b>\$ 134,849.13</b>	<b>\$ 2,289.07</b>	<b>\$</b>	<b>137,138.20</b>

#### POLICE DEPARTMENT

BOORACK, PAUL	\$ 59,523.42	\$ 13,994.66	\$ 7,516.00	\$ 81,034.08
BRACKETT, ROBERT	\$ 59,110.49	\$ 27,172.88		\$ 86,283.37
BROGDEN-BURNS, LYNDA	\$ 71.68		\$ 480.00	\$ 551.68
BROUILLETTE, DAVID	\$ -		\$ 320.00	\$ 320.00
BRYDA, MICHAEL	\$ 34,714.30	\$ 430.35		\$ 35,144.65
BURNS, JOHN	\$ 44,897.08	\$ 4,051.89	\$ 2,872.00	\$ 51,820.97
BUTTRICK, RICHARD	\$ 58,504.82	\$ 2,262.34	\$ 3,784.00	\$ 64,551.16
CAMPBELL, RICHARD	\$ 78,569.98	\$ 21,665.27	\$ 2,720.00	\$ 102,955.25
CLARKE, THOMAS	\$ 60,363.45	\$ 17,166.56	\$ 31,253.00	\$ 108,783.01
CODY, STEPHEN	\$ 26,063.53			\$ 26,063.53
CONNERY, JAMES	\$ 29,472.38	\$ 665.58		\$ 30,137.96
CONSIDINE, KEVIN	\$ 70,297.86	\$ 25,382.63	\$ 4,880.00	\$ 100,560.49
CRANSHAW, BRIAN	\$ 28,277.93	\$ 1,508.66	\$ 960.00	\$ 30,746.59
CULVER, LYMAN	\$ 28,115.63	\$ 3,081.63		\$ 31,197.26
CURRIE, ROBERT	\$ 18,287.36		\$ 11,187.00	\$ 29,474.36
DAVIS, JEFFREY	\$ 56,129.65	\$ 160.89		\$ 56,290.54
DUTRA, DEREK	\$ 58,824.82	\$ 6,723.39	\$ 1,912.00	\$ 67,460.21
GAGNON, THOMAS	\$ 88,891.38		\$ 10,280.00	\$ 99,171.38
GEAKE, ERIC	\$ 54,032.87	\$ 12,699.42	\$ 23,411.00	\$ 90,143.29
GOSHGARIAN, ARAM	\$ 62,836.90	\$ 12,876.32	\$ 2,540.00	\$ 78,253.22
HADFIELD, ROBERT	\$ 59,059.00	\$ 8,034.56	\$ 14,016.00	\$ 81,109.56
HARRIS, MARC	\$ 60,714.79	\$ 4,358.32	\$ 1,200.00	\$ 66,273.11
HOLMES, MARK	\$ 46,844.70	\$ 9,559.78	\$ 15,080.00	\$ 71,484.48
HORGAN, ROBERT	\$ 64,049.87	\$ 16,112.68	\$ 9,581.00	\$ 89,743.55
HUTTON, ADAM	\$ 68,410.79	\$ 22,699.81	\$ 5,180.00	\$ 96,290.60
INGRAM, KATHERINE	\$ 4,022.63	\$ 1,534.30		\$ 5,556.93
JACEK, DAVID	\$ 84,547.30	\$ 35,106.67	\$ 1,272.00	\$ 120,925.97
KANNALLY, KEITH	\$ 44,973.99	\$ 7,761.57	\$ 16,210.00	\$ 68,945.56
KENDER, CHRISTOPHER	\$ 82,074.52	\$ 19,392.00	\$ 3,740.00	\$ 105,206.52
LABELLE, JOSEPH	\$ 52,394.44	\$ 5,273.90	\$ 2,400.00	\$ 60,068.34
LINCOLN, KEITH	\$ 12,391.68	\$ 67.20	\$ 440.00	\$ 12,898.88
MASON, WILLIAM	\$ 111,645.88			\$ 111,645.88
MITCHELL, BARRY	\$ 86,087.73			\$ 86,087.73
MITCHELL, JONATHAN	\$ 58,999.04	\$ 4,421.94		\$ 63,420.98
NOLAN, NEIL	\$ 54,884.35	\$ 4,866.91	\$ 2,320.00	\$ 62,071.26
PETELL, PETER	\$ 45,195.99	\$ 5,857.78	\$ 3,320.00	\$ 54,373.77
PORTER, MICHAEL	\$ 61,220.18	\$ 16,190.78		\$ 77,410.96
SCARNICI, PATRICIA	\$ 250.88			\$ 250.88
SHELLEY, WILLIAM	\$ 60,971.31	\$ 3,086.75	\$ 6,480.00	\$ 70,538.06
SULLIVAN JR., JOHN	\$ 74,524.82	\$ 27,241.79	\$ 1,840.00	\$ 103,606.61
SULLIVAN SR., JOHN	\$ 8,037.12		\$ 3,437.00	\$ 11,474.12
TAVANO, DONNA	\$ 46,986.60	\$ 388.05		\$ 47,374.65
ULRICH, T	\$ 57,036.60	\$ 3,839.62	\$ 160.00	\$ 61,036.22
WALINSKI, AMY	\$ 45,018.42	\$ 7,947.70	\$ 10,740.00	\$ 63,706.12
WARREN, JOHN	\$ 62,495.79	\$ 9,156.25	\$ 20,373.00	\$ 92,025.04
YOUNG, KAREN	\$ 50,560.33			\$ 50,560.33
<b>DEPARTMENT TOTAL</b>	<b>\$ 2,320,384.28</b>	<b>\$ 362,740.83</b>	<b>\$ 221,904.00</b>	<b>\$ 2,905,029.11</b>

#### FIRE DEPARTMENT

AYER, JOHN	\$ 67,908.31	\$ 32,744.64		\$ 100,652.95
CLARKE, JOHN	\$ 72,645.36	\$ 39,214.16	\$ 1,044.96	\$ 112,904.48

NAME	BASE	OT & OTHER	DETAIL	TOTAL
CLARKE, NORMAN	\$ 87,539.44		\$	87,539.44
COUGHLAN, BRIAN	\$ 71,067.34	\$ 14,806.08	\$ 1,088.50	\$ 86,961.92
CURREY, STEPHEN	\$ 42,770.38	\$ 1,760.54		\$ 44,530.92
DEERING, LEIGHANNE	\$ 65,894.42	\$ 16,077.05	\$ 174.16	\$ 82,145.63
DIAMOND, ERIC	\$ 65,091.97	\$ 11,209.62		\$ 76,301.59
EDWARDS, RYAN	\$ 48,335.51	\$ 12,761.55	\$ 174.16	\$ 61,271.22
ELDREDGE, MATTHEW	\$ 61,366.92	\$ 19,158.02	\$ 1,149.66	\$ 81,674.60
ELDREDGE, ROY	\$ 4,475.85			\$ 4,475.85
FARRENKOPF, KENT	\$ 72,645.36	\$ 32,551.56	\$ 696.64	\$ 105,893.56
FLYNN, WILLIAM	\$ 104,449.20			\$ 104,449.20
FORD, JOSHUA	\$ 53,302.22	\$ 25,268.88	\$ 1,567.44	\$ 80,138.54
GOULD, THOMAS	\$ 64,940.38	\$ 21,147.50	\$ 348.32	\$ 86,436.20
HAWTHORNE, GLENN	\$ 67,908.31	\$ 18,242.01	\$ 696.64	\$ 86,846.96
JAQUES, TIMOTHY	\$ 71,067.35	\$ 8,334.24	\$ 348.32	\$ 79,749.91
JOHNSON, ROBERT	\$ 72,645.36	\$ 3,616.84		\$ 76,262.20
KALBACH, LEONARD	\$ 58,978.87	\$ 7,702.00		\$ 66,680.87
LEBLANC, DAVID	\$ 69,608.42	\$ 51,589.30		\$ 121,197.72
L'ETOILE, BRAD	\$ 6,044.03	\$ 668.38		\$ 6,712.41
MABILE, BUCKY	\$ 67,095.91	\$ 12,728.33	\$ 174.16	\$ 79,998.40
MASON, MICHAEL	\$ 69,487.55	\$ 22,122.72	\$ 348.32	\$ 91,958.59
MAYO, JOSEPH	\$ 72,645.36	\$ 20,939.60	\$ 740.18	\$ 94,325.14
NORCOTT, BRENDA	\$ 66,283.51	\$ 6,424.47	\$ 348.32	\$ 73,056.30
PARKER, DONALD	\$ 72,645.36	\$ 42,593.05		\$ 115,238.41
PICHE, SHAWN	\$ 63,467.22	\$ 12,652.53	\$ 174.16	\$ 76,293.91
PIRES, SUSAN	\$ 33,908.07	\$ 49.46		\$ 33,957.53
REGO, JOSEPH	\$ 47,315.14	\$ 9,982.00	\$ 87.08	\$ 57,384.22
ROMME, GEORGE	\$ 63,557.56	\$ 32,245.14	\$ 522.48	\$ 96,325.18
SANDERS, ROBERT	\$ 76,567.17	\$ 24,163.58	\$ 740.18	\$ 101,470.93
SPENCER, DANIEL	\$ 25,031.74			\$ 25,031.74
THORNTON, CRAIG	\$ 66,283.51	\$ 19,515.35	\$ 174.16	\$ 85,973.02
TYLDESLEY, SCOTT	\$ 55,120.68	\$ 35,507.42	\$ 653.10	\$ 91,281.20
WALORZ, JUSTYNE	\$ 65,720.25	\$ 16,042.32	\$ 217.70	\$ 81,980.27
WILLIAMS, ROBERT	\$ 11,054.55			\$ 11,054.55
YOUNG, BRUCE	\$ 59,563.27	\$ 34,042.63	\$ 783.72	\$ 94,389.62
<b>DEPARTMENT TOTAL</b>	<b>\$ 2,144,431.85</b>	<b>\$ 605,860.97</b>	<b>\$ 12,252.36</b>	<b>\$ 2,762,545.18</b>

#### EMERGENCY TELECOMMUNICATIONS DISPATCHERS

BONATT, ALICE	\$ 50,748.46	\$ 7,676.42	\$ 348.32	\$ 58,773.20
BROUILLETTE, AMY	\$ 47,242.20	\$ 3,137.08		\$ 50,379.28
ELDREDGE, F MICHAEL	\$ 25,061.50	\$ 6,210.19		\$ 31,271.69
HANDEL, AMY	\$ 38,077.49	\$ 3,810.89		\$ 41,888.38
HEMEON, ERIN	\$ 18,080.01			\$ 18,080.01
MANTOS, MARGARET	\$ 51,523.50	\$ 10,160.43		\$ 61,683.93
MCINALLY, IRIS	\$ 50,357.52	\$ 9,683.05		\$ 60,040.57
MEI, JULIE	\$ 40,936.22	\$ 2,632.13		\$ 43,568.35
NICHOLSON, DIANE	\$ 53,598.34	\$ 9,402.77	\$ 696.64	\$ 63,697.75
<b>DEPARTMENT TOTAL</b>	<b>\$ 375,625.24</b>	<b>\$ 52,712.96</b>	<b>\$ 1,044.96</b>	<b>\$ 429,383.16</b>

#### BUILDING DEPARTMENT

CARLSON, MARIE	\$ 39,965.91	\$ 1,476.24		\$ 41,442.15
FITZGERALD, JOHN	\$ 11,054.85			\$ 11,054.85
FLANAGAN, STACEY	\$ 3,312.51	\$ 83.10		\$ 3,395.61
LARSEN, GEOFFREY	\$ 73,080.92			\$ 73,080.92
ULSHOEFFER, ELBERT	\$ 7,746.90			\$ 7,746.90
<b>DEPARTMENT TOTAL</b>	<b>\$ 135,161.09</b>	<b>\$ 1,559.34</b>		<b>\$ 136,720.43</b>

NAME	BASE	OT & OTHER	DETAIL	TOTAL
<b>INSPECTORS</b>				
BOYCE, MANLEY	\$ 26,171.29	\$ 145.60	\$	26,316.89
CATALONI, JOSEPH	\$ 7,178.42		\$	7,178.42
DAVIS, THOMAS	\$ 313.82		\$	313.82
BOYSON, STEPHEN	\$ 2,302.02		\$	-
HANNON, JAY	\$ 4,770.20		\$	4,770.20
SERPONE, RICHARD	\$ 1,371.74		\$	1,371.74
WHELAN, THOMAS	\$ 17,684.26		\$	17,684.26
<b>DEPARTMENT TOTAL</b>	<b>\$ 59,791.75</b>	<b>\$ 145.60</b>	<b>\$</b>	<b>59,937.35</b>
<b>ENGINEERING DEPARTMENT</b>				
BORGESI, JOSEPH	\$ 89,757.52		\$	89,757.52
SWEETSER, PAUL	\$ 56,856.24		\$	56,856.24
<b>DEPARTMENT TOTAL</b>	<b>\$ 146,613.76</b>		<b>\$</b>	<b>146,613.76</b>
<b>HIGHWAY DEPARTMENTS</b>				
<b>HIGHWAY</b>				
ADAMS, JAMES	\$ 4,320.00	\$ 909.00	\$	5,229.00
ALWARD, RICHARD	\$ 45,846.57	\$ 15,101.32	\$	60,947.89
BERUBE, KIM	\$ 51,903.28	\$ 6,496.36	\$	58,399.64
FOSTER, JAMES	\$ 2,884.50		\$	2,884.50
FRANCIS, CARLETON	\$ 9,561.96		\$	9,561.96
GAGNON, THOMAS	\$ 45,131.04	\$ 9,742.56	\$ 530.64	\$ 55,404.24
GAROFALO, JUDITH	\$ 38,551.07	\$ 5,434.45		\$ 43,985.52
HERSEY, STEVEN	\$ 46,263.94	\$ 8,109.06	\$ 339.24	\$ 54,712.24
HOLMES, COLLIN	\$ 52,243.90	\$ 5,315.40		\$ 57,559.30
HOOPER, LINCOLN	\$ 90,946.32			\$ 90,946.32
MENDOZA, ALAN	\$ 45,836.29	\$ 7,502.54	\$ 478.02	\$ 53,816.85
NICKERSON, DONALD	\$ 59,298.54	\$ 16,429.38		\$ 75,727.92
PERRY, RICHARD	\$ 45,922.82	\$ 2,809.72		\$ 48,732.54
REUSS, WILLIAM	\$ 14,176.64	\$ 831.93		\$ 15,008.57
SMITH, DAVID	\$ 45,836.29	\$ 9,257.14	\$ 370.08	\$ 55,463.51
STRATTON, WALTER	\$ 59,017.47	\$ 16,920.42	\$ 327.36	\$ 76,265.25
THOMPSON, JONATHAN	\$ 2,761.00	\$ 148.50		\$ 2,909.50
TUOMINEN, CHARLES	\$ 59,017.47	\$ 11,864.46		\$ 70,881.93
WATSON, RYAN	\$ 18,828.00	\$ 1,125.00		\$ 19,953.00
WRIGHTINGTON, DAVID	\$ 46,539.45	\$ 12,716.25	\$ 358.05	\$ 59,613.75
<b>MAINTENANCE</b>				
BARNES, STEVEN	\$ 46,222.82	\$ 8,319.80	\$ 416.34	\$ 54,958.96
ELDREDGE, JOHN	\$ 53,744.09	\$ 12,373.33	\$ 149.00	\$ 66,266.42
<b>DISPOSAL AREA</b>				
BARKER, JAMES	\$ 51,242.98	\$ 5,530.75		\$ 56,773.73
BATES, JEAN	\$ 3,696.00			\$ 3,696.00
CHADWICK, ROBERT	\$ 48,982.66	\$ 13,983.27		\$ 62,965.93
CHINAULT, WALTER	\$ 14,935.69			\$ 14,935.69
CLANCY, JO ANNE	\$ 4,171.23	\$ 237.45		\$ 4,408.68
EKSTROM, ERIC	\$ 415.86			\$ 415.86
FERREIRA, MARGUERITE	\$ 5,088.00	\$ 189.00		\$ 5,277.00
GERMAIN, ERIN	\$ 43,870.03	\$ 7,777.67		\$ 51,647.70
GILBERT, DAVID	\$ 54,846.54	\$ 12,806.17		\$ 67,652.71
GREENSPAN, HANNAH	\$ 3,064.00			\$ 3,064.00
JESUDOWICH, ALEX	\$ 13,888.28			\$ 13,888.28
KARRAS, CATHERINE	\$ 1,242.00			\$ 1,242.00
KARRAS, NIOMA	\$ 5,988.00			\$ 5,988.00
KIERNAN, MICHAEL	\$ 59,745.93	\$ 7,288.24		\$ 67,034.17

NAME	BASE	OT & OTHER	DETAIL	TOTAL
KOHANSKI, KENNETH	\$ 13,536.69		\$	13,536.69
MCNEELY, DANIEL	\$ 46,228.32	\$ 7,336.12	\$	53,564.44
MEDEIROS, MICHAEL	\$ 48,865.54	\$ 6,263.73	\$	55,129.27
SUTHERLAND, GEORGE	\$ 20,110.32		\$	20,110.32
<b>CEMETERY</b>				
ADAMS, ANDREW	\$ 10,748.25	\$ 1,206.01	\$ 33.00	\$ 11,987.26
ROSE, MARVIN	\$ 12,690.00	\$ 1,773.00	\$ 171.00	\$ 14,634.00
<b>PARK</b>				
ALBEE, BRIAN	\$ 46,222.82	\$ 4,233.50	\$ 61.68	\$ 50,518.00
BARRETT, EDWARD	\$ 11,250.00	\$ 963.00		\$ 12,213.00
BERUBE, RICHARD	\$ 57,882.62	\$ 7,720.24	\$ 163.68	\$ 65,766.54
ENGLERT, STEPHEN	\$ 5,952.00			\$ 5,952.00
HOPKINS, JARED	\$ 35,861.70	\$ 6,255.04	\$ 99.56	\$ 42,216.30
KARRAS, LOUIS	\$ 11,043.50	\$ 926.25		\$ 11,969.75
PASQUAROSA, PETER	\$ 5,760.00			\$ 5,760.00
RUFO, DEREK	\$ 36,165.59	\$ 6,024.34	\$ 56.52	\$ 42,246.45
SARNO, MICHAEL	\$ 4,992.00			\$ 4,992.00
TEMPLE, ROBERT	\$ 3,412.75	\$ 148.50		\$ 3,561.25
<b>DEPARTMENT TOTAL</b>	<b>\$ 1,566,752.76</b>	<b>\$ 242,068.90</b>	<b>\$ 3,554.17</b>	<b>\$ 1,812,375.83</b>
<b>CEMETERY DEPARTMENT</b>				
KELLEY, ROBBIN	\$ 39,677.94	\$ 4,655.00		\$ 44,332.94
<b>DEPARTMENT TOTAL</b>	<b>\$ 39,677.94</b>	<b>\$ 4,655.00</b>		<b>\$ 44,332.94</b>
<b>WATER DEPARTMENT</b>				
BATES, DONALD	\$ 500.00			\$ 500.00
BYRNES, KELLY	\$ 6,037.44			\$ 6,037.44
CAHOON, BRUCE	\$ 64,181.31			\$ 64,181.31
CAVANAUGH, GEORGE	\$ 500.00			\$ 500.00
CUMMINGS, SANDRA	\$ 57,909.96	\$ 1,402.73		\$ 59,312.69
CURRIE, SCOTT	\$ 48,260.16	\$ 1,515.95		\$ 49,776.11
ELDREDGE, JASON	\$ 42,215.32	\$ 7,297.41		\$ 49,512.73
GONSALVES, DANETTE	\$ 500.00			\$ 500.00
HICKS, STEVEN	\$ 52,664.84	\$ 8,797.65		\$ 61,462.49
LEVY, JESSE	\$ 7,670.00			\$ 7,670.00
MARSH, WELLESLEY	\$ 40,018.13	\$ 345.29		\$ 40,363.42
MILAN, DANA	\$ 40,294.60	\$ 11,108.39		\$ 51,402.99
NEWHARD, BERNARD	\$ 52,250.88	\$ 24,438.63		\$ 76,689.51
NICHOLSON, DAVID	\$ 41,360.08	\$ 6,543.59		\$ 47,903.67
PENINGER, WILLIAM	\$ 56,509.76	\$ 24,433.03		\$ 80,942.79
REMILLARD, WILFRED	\$ 2,473.75			\$ 2,473.75
REUSS, MICHAEL	\$ 1,743.50			\$ 1,743.50
SALZILLO, FRANCES	\$ 1,818.00			\$ 1,818.00
SALZILLO, NEIL	\$ 60,687.33	\$ 36,800.97		\$ 97,488.30
SAYERS, BARBARA	\$ 20,069.04	\$ -		\$ 20,069.04
SPARROW, PHILIP	\$ 47,799.04	\$ 9,255.50		\$ 57,054.54
SPRINGER, KELLY	\$ 22,869.14			\$ 22,869.14
WIEGAND, CRAIG	\$ 90,646.29			\$ 90,646.29
<b>DEPARTMENT TOTAL</b>	<b>\$ 758,978.57</b>	<b>\$ 131,939.14</b>		<b>\$ 890,917.71</b>
<b>BOARD OF HEALTH</b>				
BALLO, PATRICIA	\$ 27,178.20			\$ -
CHAMPAGNE-LAWTON, PAULA	\$ 80,179.14			\$ 80,179.14
CHATHAM, JOHN	\$ 9,423.96			\$ 9,423.96

NAME	BASE	OT & OTHER	DETAIL	TOTAL
GENATOSSIO, CAROL	\$ 46,265.40		\$	46,265.40
HOWARD, SANDRA	\$ 1,046.06		\$	1,046.06
HOWELL, PAMELA	\$ 499.93		\$	499.93
HURST, ALFRED	\$ 499.93		\$	499.93
INSLEY, ROBERT	\$ 499.93		\$	499.93
KOCOT, STANLEY	\$ 499.93		\$	499.93
POLSELLI, MARK	\$ 38,900.89		\$	38,900.89
SULLIVAN, JUDITH	\$ 39,183.90	\$ 158.88	\$	39,342.78
WATSON, MARY JANE	\$ 499.94		\$	499.94
<b>DEPARTMENT TOTAL</b>	<b>\$ 244,677.21</b>	<b>\$ 158.88</b>	<b>\$</b>	<b>244,836.09</b>

#### COMMUNITY CENTER

ABERNATHY, SUSAN	\$ 1,372.80		\$	1,372.80
ALLEN, M DORIS	\$ 14,414.36		\$	14,414.36
CAREY, CAROLYN	\$ 64,799.89		\$	64,799.89
DEFILIPPO, KATIE-ANN	\$ 2,552.00		\$	2,552.00
FERNANDEZ, SENNA	\$ 29,013.47		\$	29,013.47
GIFFEE, CHRISTOPHER	\$ 42,293.85	\$ 1,162.86	\$	43,456.71
LANDERS, NANCY	\$ 9,273.43		\$	9,273.43
LEWIS, DANIEL	\$ 2,055.24		\$	2,055.24
MORGAN, JUDITH	\$ 1,188.00		\$	1,188.00
NEWTON, JUDITH	\$ 3,223.00	\$ 792.00	\$	4,015.00
O'BRIEN, JEFFERY	\$ 36,741.00	\$ 388.32	\$	37,129.32
SACRAMONE, RAYMOND	\$ 4,567.20		\$	4,567.20
SEWER, ERIK	\$ 7,548.72		\$	7,548.72
<b>DEPARTMENT TOTAL</b>	<b>\$ 219,042.96</b>	<b>\$ 2,343.18</b>	<b>\$</b>	<b>221,386.14</b>

#### CHANNEL 18

MASON, JILL	\$ 64,517.05		\$	64,517.05
<b>DEPARTMENT TOTAL</b>	<b>\$ 64,517.05</b>		<b>\$</b>	<b>64,517.05</b>

#### COUNCIL ON AGING

BUSTARD, PENELOPE	\$ 14,873.44		\$	14,873.44
CROWELL, GALE	\$ 38,814.38		\$	38,814.38
ELDREDGE, DANIEL	\$ 20,083.42		\$	20,083.42
FOLEY, BARBARA-ANNE	\$ 63,886.43		\$	63,886.43
HARMON, STEPHEN	\$ 13,572.00		\$	13,572.00
JUSELL, SUSAN	\$ 44,839.66		\$	44,839.66
LOOMIS, ELIZABETH	\$ 27,397.44		\$	27,397.44
OSBORN, AUDREY	\$ 385.97		\$	385.97
PRENDERGAST, MARION	\$ 1,109.34		\$	1,109.34
RYDER, JANE	\$ 1,885.34		\$	1,885.34
WAGNER, HUGHES	\$ 10,676.80		\$	10,676.80
<b>DEPARTMENT TOTAL</b>	<b>\$ 237,524.22</b>		<b>\$</b>	<b>237,524.22</b>

#### BROOKS LIBRARY

BURKE, CARLA	\$ 7,923.00		\$	7,923.00
CARPENTER, ANN	\$ 40,759.06	\$ 338.64	\$	41,097.70
CENTRELLA, PATRICIA	\$ 31,848.13	\$ 36.24	\$	31,884.37
CLINGAN, JOANNE	\$ 15,613.70		\$	15,613.70
DEMAYO, JOHN	\$ 1,333.44		\$	1,333.44
EAGAR, LISA	\$ 462.97		\$	462.97
ELDREDGE, ADRIENNE	\$ 1,532.82		\$	1,532.82
GONNELLA, KERRY	\$ 84.96		\$	84.96
HANSEN, NICOLE	\$ 29,692.25		\$	29,692.25

NAME	BASE	OT & OTHER	DETAIL	TOTAL
HENDERSHOT, HEATHER	\$ 318.60		\$	318.60
HEWITT, VIRGINIA	\$ 71,496.10		\$	71,496.10
INMAN, PHILLIP	\$ 9,238.75		\$	9,238.75
KRAFT, VINCENT	\$ 3,348.84		\$	3,348.84
LEACH, JACQUELINE	\$ 82.92		\$	82.92
MARTELL, SUZANNE	\$ 49,957.49	\$ 1,008.96	\$	50,966.45
MAULL, ROBERT	\$ 12,671.75		\$	12,671.75
METZGER, MARY	\$ 16,302.10		\$	16,302.10
MILAN, EMILY	\$ 9,801.99		\$	9,801.99
NICHOLS, JUDITH	\$ 4,676.34		\$	4,676.34
PAINE, PAMELA	\$ 22,023.91		\$	22,023.91
PICKETT, JENNIFER	\$ 48,049.31	\$ 906.36	\$	48,955.67
QUINLAN, LINDA	\$ 1,001.82		\$	1,001.82
SHAW, KRISTEN	\$ 1,900.98		\$	1,900.98
SMYTH, VIRGINIA	\$ 6,387.44		\$	6,387.44
STELLO, MELISSA	\$ 558.86		\$	558.86
TIEDEMAN, WENDY	\$ 456.66		\$	456.66
<b>DEPARTMENT TOTAL</b>	<b>\$ 387,524.19</b>	<b>\$ 2,290.20</b>	<b>\$</b>	<b>389,814.39</b>

#### RECREATION DEPARTMENT

AMES HEMEON, LEE	\$ 43,990.01		\$	43,990.01
BAKER, MADISON	\$ 4,472.13		\$	4,472.13
BAKER, TAYLOR	\$ 6,614.50		\$	6,614.50
BEEBE, ERIC	\$ 53,402.08		\$	53,402.08
BRAMER, ALYSSA	\$ 552.00		\$	552.00
BRAMER, BRENDAN	\$ 2,601.00		\$	2,601.00
BRAMER, NOELLE	\$ 5,046.25		\$	5,046.25
BRUNDAGE, ASHLEY	\$ 2,860.00		\$	2,860.00
CALLAHAN, BRENNA	\$ 3,714.75		\$	3,714.75
CALLAHAN, KILEY	\$ 170.50		\$	170.50
CARTER, NICOLE	\$ 2,496.88		\$	2,496.88
CARUCCI, MICAELA	\$ 2,142.00		\$	2,142.00
CHAFEE, CAITLIN	\$ 2,784.00		\$	2,784.00
COHEN, ALYSSA	\$ 398.75		\$	398.75
COLETTA, JOSEPH	\$ 4,416.38		\$	4,416.38
CRAPULLI, KERI	\$ 1,258.00		\$	1,258.00
DAIGLE, RYAN	\$ 2,412.00		\$	2,412.00
DALEY, COREY	\$ 1,268.00		\$	1,268.00
DALEY, WILLIAM	\$ 1,170.00		\$	1,170.00
DEMPSEY, ALYSA	\$ 4,678.13		\$	4,678.13
DENONCOURT, MARGUERI	\$ 2,605.12		\$	2,605.12
DOMOS, JAKE	\$ 1,303.50		\$	1,303.50
DRAY, MCKENZIE	\$ 80.00		\$	80.00
ERICSON, MELISSA	\$ 145.75		\$	145.75
FOLEY, ERIN	\$ 3,037.00		\$	3,037.00
FOLEY, JILLIAN	\$ 2,971.88		\$	2,971.88
FOX, PAUL	\$ 1,418.75		\$	1,418.75
FRANKLIN, MYLES	\$ 3,835.13		\$	3,835.13
FRASER, SUSAN	\$ 49,485.67		\$	49,485.67
GILLIGAN, CONOR	\$ 3,443.88		\$	3,443.88
HABERL, KIMBERLY	\$ 564.00		\$	564.00
HART, JILLIAN	\$ 508.75		\$	508.75
HEWITT, CLIFTON	\$ 2,946.00		\$	2,946.00
HOSSFELD, WHITNEY	\$ 3,428.50		\$	3,428.50
IRVINE, NICHOLAS	\$ 1,956.00		\$	1,956.00

NAME	BASE	OT & OTHER	DETAIL	TOTAL
JELLEN, KRISTINA	\$ 4,561.88		\$	4,561.88
KALBACH, LAUREN	\$ 2,113.88		\$	2,113.88
KAYE, PRESTON	\$ 3,292.50		\$	3,292.50
LANCOTOT, NINA	\$ 393.25		\$	393.25
LEE, H BRENDON	\$ 4,045.25		\$	4,045.25
LOPER, KIERSTIN	\$ 1,128.00		\$	1,128.00
MACDONALD, ROBERT	\$ 285.00		\$	285.00
MAKER, STEPHANIE	\$ 1,236.50		\$	1,236.50
MCDONALD, ALLIE	\$ 3,497.13		\$	3,497.13
MCDONOUGH, KELLY	\$ 569.25		\$	569.25
MONAHAN, BRIAN	\$ 4,629.00		\$	4,629.00
NEARHOS, DIANA	\$ 3,428.00		\$	3,428.00
O'DONNELL, TANYA	\$ 2,486.00		\$	2,486.00
O'NEIL, CAITLIN	\$ 2,728.00		\$	2,728.00
PEACOCK, ROBERT	\$ 3,581.50		\$	3,581.50
RAYMOND, KAITLIN	\$ 3,179.00		\$	3,179.00
REED, EMILY	\$ 1,304.00		\$	1,304.00
REZUKE, ERICA	\$ 2,912.63		\$	2,912.63
RIDLEY, EVAN	\$ 170.50		\$	170.50
SADOSKI, ANDREW	\$ 1,354.00		\$	1,354.00
SHEA, KATIE	\$ 1,342.75		\$	1,342.75
SHERIN, COLE	\$ 1,254.00		\$	1,254.00
SLOANE, KELLEY	\$ 1,447.50		\$	1,447.50
SMITH, REBECCA	\$ 2,338.48		\$	2,338.48
SWANSON, MEGHAN	\$ 7,727.00		\$	7,727.00
TALHAM, AMANDA	\$ 1,295.00		\$	1,295.00
TALHAM, ASHLEY	\$ 2,306.50		\$	2,306.50
TOBIN, RILEY	\$ 679.25		\$	679.25
TRIPP, ALISON	\$ 3,519.50		\$	3,519.50
VEALE, CHRISTOPHER	\$ 6,026.25		\$	6,026.25
VEALE, JOHN	\$ 3,630.00		\$	3,630.00
VEALE, KATHRYN	\$ 2,645.75		\$	2,645.75
WILSON, ALANA	\$ 4,109.00		\$	4,109.00
WOODS, THOMAS	\$ 4,181.25		\$	4,181.25
ZAKRZEWSKI, MICHAEL	\$ 520.00		\$	520.00
<b>DEPARTMENT TOTAL</b>	<b>\$ 314,094.79</b>		<b>\$</b>	<b>314,094.79</b>

#### HARBOR

ADAMS, TIMOTHY	\$ 5,933.00		\$	5,933.00
BICKERTON, STEPHEN	\$ 3,893.75		\$	3,893.75
COYLE, JAMES	\$ 3,144.75		\$	3,144.75
EASTMAN, JILL	\$ 1,440.00		\$	1,440.00
HAMILTON, MARY KATE	\$ 960.00		\$	960.00
HARTMANN, DONALD	\$ 1,187.50		\$	1,187.50
KUNZ, FRANCIS	\$ 4,690.50		\$	4,690.50
LEACH, THOMAS	\$ 79,749.40		\$	79,749.40
MORRIS, MICHELLE	\$ 33,554.66		\$	33,554.66
O'BRIEN, MATTHEW	\$ 1,920.00		\$	1,920.00
PROFT, HEINZ	\$ 62,755.01	\$ 150.00	\$	62,905.01
RAE, JOSHUA	\$ 928.00		\$	928.00
SAWYER, PETER	\$ 5,805.00		\$	5,805.00
SKLAREW, JACOB	\$ 3,587.50	\$ 37.50	\$	3,625.00
TELESMANICK, THOMAS	\$ 34,402.24	\$ 185.90	\$	34,588.14
<b>DEPARTMENT TOTAL</b>	<b>\$ 243,951.31</b>	<b>\$ 373.40</b>	<b>\$</b>	<b>244,324.71</b>

NAME	BASE	OT & OTHER	DETAIL	TOTAL
<b>GOLF</b>				
BAILEY, DAVID	\$ 7,235.00		\$	7,235.00
BERNDT, KATHLEEN	\$ 7,170.00		\$	7,170.00
BERNDT, WILLIAM	\$ 7,165.00		\$	7,165.00
BOUTIN, NORMAND	\$ 8,772.00	\$ 562.50	\$	9,334.50
BURKE, WILLIAM	\$ 5,208.50		\$	5,208.50
CANTO, RICHARD	\$ 46,362.26	\$ 1,989.04	\$	48,351.30
CHANDLER, STEPHEN	\$ 3,915.75		\$	3,915.75
COSKER, WILLIAM	\$ 14,424.00	\$ 864.00	\$	15,288.00
DOMOS, PAMELA	\$ 27,617.83		\$	27,617.83
DUDECK, GILLIAN	\$ 1,885.00		\$	1,885.00
FEDE, JOSEPH	\$ 630.00		\$	630.00
FERNANDEZ, SHAWN	\$ 75,545.15	\$ 295.52	\$	75,840.67
GALEOTA, RALPH	\$ 5,037.00		\$	5,037.00
GAUDET, PHILIP	\$ 8,689.74		\$	8,689.74
GIBLIN, KARL	\$ 180.00		\$	180.00
HINDS, ROGER	\$ 3,505.00		\$	3,505.00
HOYE, DENNIS	\$ 79,143.34		\$	79,143.34
JEFFERSON, RAY	\$ 410.00		\$	410.00
KILCOYNE, TIM	\$ 6,839.10		\$	6,839.10
LANGLOIS, DEAN	\$ 43,198.40	\$ 2,501.25	\$	45,699.65
LAVIERI, JOSEPH	\$ 4,505.00		\$	4,505.00
LOMBARDI, ROBERT	\$ 6,600.00	\$ 639.00	\$	7,239.00
LYNCH, BRIAN	\$ 1,905.00		\$	1,905.00
MACFARLAND, LANCE	\$ 5,945.00		\$	5,945.00
MCCARTHY, JOHN	\$ 3,565.00		\$	3,565.00
MCNULTY, JOSEPH	\$ 47,742.91		\$	47,742.91
MELLETT, THOMAS	\$ 3,190.00		\$	3,190.00
MINGLE, KATHLEEN	\$ 5,015.00		\$	5,015.00
MULLENS, WILLIAM	\$ 5,827.50		\$	5,827.50
O'BRIEN, MAUREEN	\$ 1,350.00		\$	1,350.00
O'HARA, JULIE	\$ 5,970.00		\$	5,970.00
PERO, WALTER	\$ 2,510.00		\$	2,510.00
QUESNEL, J BERNARD	\$ 30.00		\$	30.00
RIVARD, RAYMOND	\$ 5,325.00		\$	5,325.00
RODERICK, RICARDO	\$ 864.00		\$	864.00
ROSE, GILBERT	\$ 44,359.30	\$ 2,339.57	\$	46,698.87
RUANE, THOMAS	\$ 5,195.00		\$	5,195.00
RYAN, MARTIN	\$ 775.00		\$	775.00
RYDER, JUSTIN	\$ 5,825.88		\$	5,825.88
RYDER, RAIN	\$ 45,453.70	\$ 3,903.54	\$	49,357.24
SCRIBNER, BRADLEY	\$ 13,776.00	\$ 1,260.00	\$	15,036.00
SIMS, FRANCIS	\$ 8,941.25		\$	8,941.25
SMITH, ALAN	\$ 60,999.63	\$ 3,328.23	\$	64,327.86
ST PIERRE, SCOTT	\$ 3,707.00	\$ 750.75	\$	4,457.75
STEWART, ALLAN	\$ 450.00		\$	450.00
WALKLEY, ANDREW	\$ 600.00		\$	600.00
WALKLEY, CHRISTOPHER	\$ 2,485.00		\$	2,485.00
WEATHERWAX, FRANK	\$ 1,068.75		\$	1,068.75
<b>DEPARTMENT TOTAL</b>	<b>\$ 646,913.99</b>	<b>\$ 18,433.40</b>	<b>\$</b>	<b>665,347.39</b>
<b>GRAND TOTAL</b>	<b>\$ 11,371,546.08</b>	<b>\$ 1,435,083.25</b>	<b>\$ 238,755.49</b>	<b>\$ 13,045,384.82</b>



# 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 \_\_\_\_\_

Telephone \_\_\_\_\_

Occupation \_\_\_\_\_

#### 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
- ☐ Herring River Watershed Study Committee
- ☐ Historic District Commission
- ☐ Historical Commission
- ☐ Insurance Committee
- ☐ Long Pond Advisory Committee
- ☐ **\*Planning Board**
- ☐ Police Station Building Committee
- ☐ Real Estate, Open Space & Land Bank Committee
- ☐ Recycling Committee
- ☐ Shellfish & Marine Water Quality Committee
- ☐ Town Forest Committee
- ☐ Traffic Safety Committee
- ☐ Trail Committee
- ☐ Utility & Energy Conservation Commission
- ☐ OTHER \_\_\_\_\_

##### RECREATION

- ☐ Bikeways Committee
- ☐ Golf Committee
- ☐ Recreation & Youth Commission
- ☐ Waterways Committee

##### OTHER

- ☐ **\*Board of Assessors**
- ☐ **\*Board of Health**
- ☐ Cablevision Advisory Committee
- ☐ 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**

**PLEASE CONTINUE ON BACK OF FORM**

**EDUCATIONAL BACKGROUND:**

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**RELEVANT SKILLS/INFORMATION:**

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**REASONS FOR INTEREST IN  
COMMITTEE/COMMISSION/BOARD:**

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## **TOWN OF HARWICH - TELEPHONE NUMBERS**

### **TOWN OFFICES**

Animal Control Officer . . . . .	430-7565
Board of Assessors . . . . .	430-7503
Building Department . . . . .	430-7506
Cemetery Commission . . . . .	430-7549
Channel 18 . . . . .	430-7569
Community Center . . . . .	430-7568
Conservation Commission . . . . .	430-7538
Conservation Director . . . . .	430-7538
Council on Aging . . . . .	430-7550
Outreach Program . . . . .	430-7551
Disposal Area Scalehouse . . . . .	430-7558
Family Resource Center . . . . .	430-7216
Harbormaster . . . . .	430-7532
Harbor Workshop . . . . .	430-7529
Health Department . . . . .	430-7509
Department of Public Works . . . . .	430-7555
Inspectors (Gas, Wiring, Plumbing) . . . . .	430-7507
Planning Board . . . . .	430-7511
Recreation & Youth . . . . .	430-7553
Recreation Director's Office . . . . .	430-7554
Beach Sticker Sellers (June - Labor Day) . . . . .	430-7638
Selectmen's Office . . . . .	430-7513
TTY (For the Hearing Impaired) . . . . .	430-7537
Town Accountant . . . . .	430-7518
Town Administrator . . . . .	430-7513
Town Clerk . . . . .	430-7516
Town Engineer . . . . .	430-7508
Town Nurse . . . . .	430-7505
Town Planner . . . . .	430-7511
Town Treasurer/Tax Collector . . . . .	430-7501
Veterans' Agent . . . . .	430-7510
Water Department . . . . .	432-0304
Youth Counselor . . . . .	430-7836

### **LIBRARIES**

Brooks Free Library . . . . .	430-7562
Chase Library . . . . .	432-2610
Harwich Port Library . . . . .	432-3320

### **CRANBERRY VALLEY GOLF COURSE**

Administration/Pro Shop . . . . .	430-5234
Maintenance . . . . .	430-7561
Tee Times . . . . .	430-7560

### **SCHOOL DEPARTMENT**

Business Office . . . . .	430-7203
Elementary School . . . . .	430-7216
Middle School . . . . .	430-7212
High School . . . . .	430-7207
Superintendent of Schools . . . . .	430-7200

**\*\*\*\* ALL EMERGENCY CALLS . . . . . 911 \*\*\*\***

### **POLICE DEPARTMENT**

Emergency Calls . . . . .	432-1212
Other Calls . . . . .	430-7541

### **FIRE DEPARTMENT**

Emergency Calls . . . . .	432-2323
Other Calls . . . . .	430-7546



HARWICH POLICE HEADQUARTERS

HARWICH POLICE HEADQUARTERS