

**HARWICH CAPITAL OUTLAY COMMITTEE**  
**Meeting Minutes**  
**Thursday, November 29, 2018 - 4:00 P.M.**  
**Small Hearing Room – Town Hall, 732 Main Street, Harwich**

**Members Present:** Chairman, Rich Larios; Chris Harlow; Peter Wall, Angelo LaMantia;

**Members Absent:** Joe McParland; Bruce Nightingale and Dana DeCosta

**Others Present:** Christopher Clark, Town Administrator; Evan Melillo, Assistant Town Administrator; Carol Coppola.

**Call to Order:** Chairman Larios called the meeting to order at 4:19 PM.

Mr. Clark distributed a November 29, 2018 version of the Town of Harwich Capital Budget Request Summary (FY20-26).

**Meeting Minutes:** November 8, 2018 approved unanimously on a motion from Mr. Wall, seconded by Mr. LaMantia.

**West Harwich School – related expenses**

From a financial standpoint the COC wanted to know where this stood. Mr. Clark distributed an email regarding the insurance. Vacant building coverage is different than that for an occupied building. The building is valued at \$170,000 on a depreciated basis. The premium is \$1,909.44. There is an inspection fee of \$175 every 3 years. The cost for repairs is \$20,000 as estimate by Sean Libby, based on the inspection by the insurance company. Mr. LaMantia asked about the Selectmen's stand on this property. If it is not intended to be used, then why keep it. Per Mr. Clark, there are several members of the Board that are sympathetic to the building. Selectmen Howell has suggested that perhaps there is an entity similar to the South Harwich Meeting House group that could take over the West Harwich School. Mr. Larios asked what the method would be to dispose of the building so that the Town does not have to continue to maintain it. Per Mr. Clark two options, 1) something similar to the South Harwich Meeting House who has a license agreement on the building and they maintain it; and, 2) an RFP to sell the building after Town Meeting action to authorize the Selectmen to dispose of the property through a sale. Mr. Clark suggested that this property might be an adequate location for a pump station for the future sewer work in this area. In response to a "drop-dead" date to do something with this property, it is the decision and responsibility of the Selectmen.

Mr. Larios suggested that a list of buildings would be helpful as to the state of the buildings. Mr. Clark responded that there are few town buildings that are not being utilized, West Harwich School House being one of them. A discussion ensued about the cost involved in maintaining a building. Mr. Larios would like to have this discussion continue as an action item to be discussed in the spring. A discussion ensued about taxes and the ability of some residents to continue to pay the taxes on their homes. A brief discussion ensued about the Cultural Center Building and costs associated and the revenues being received. This is scheduled to come back to the COC for future review and discussion. At town meeting and at the presentation and discussion by the COC, Mr. Larios suggested that the COC discuss certain assets that the Committee is concerned about. As far as the West Harwich School, Mr. Harlow suggested hearing from stakeholders who are concerned and interested in seeing this building retained. Mr. Clark has met with three citizens who are legitimately interested in maintaining this building. Mr. Larios suggested a

meeting to discuss the pros and cons of this building and invite the public to attend so that the COC hears from people. This will be placed on the spring calendar.

**Preview of Capital Plan Presentation to Selectmen scheduled for 12/10/18**

The COC has voted and provided this to the Town Administrator. Mr. Clark will now present this plan to the Board of Selectmen and Finance Committee on December 10, 2018. Mr. Larios has noted that there is one Selectman who is concerned about the capital plan. He does believe that this plan as presented is one of the best presentations to date. Mr. Larios did note that it does not speak to the debt, which falls on the Town Administrator as to where the funding comes from. The COC is responsible for voting on and recommending the capital items.

Mr. Clark expressed that there is some confusion as to what is a capital plan versus a capital budget. This plan has been presented to the auditors as well as Standard & Poor's and has been accepted by both. He spoke to the 7-year plan and that there are some who believe that unless a project has been on the plan for the 7-years it should not be allowable to be funded. The neglect of the harbors and golf were discussed. Needs come up when they do and do not always fit within a 7-year plan. A brief discussion ensued about the plan and the evolution of the plan. Members who have been on the COC for a number of years noted that there had been a fear in the past about putting projects on the plan. Mr. LaMantia suggested that Mr. Clark provide the debt service (length of time) that a couple of project will take to pay-off. The Town does try to time the debt to obtain the lowest possible interest rate, per Mr. Clark.

Mr. Larios would like the COC to be invited to the March 2, 2019 budget meeting that will be taking place on the operating budget.

The meeting on December 10<sup>th</sup> will also be posted for the COC and the presentation to the Board of Selectmen of the Capital Plan.

Mr. Clark noted that the Affordable Housing Trust is looking at properties that could be used for affordable housing. He serves at the Chair of the Trust and he will be going to the Community Preservation Committee (CPC) to present the \$340,000 request on Thursday, December 13, 2018 at 6pm in the Griffin Room. The CPC will be voting in January on all CPC requests.

**Old Business: None**

**New Business: None**

**Next Meeting Date:** April 2, 2019, unless the need arises for another meeting.

**Adjourn**

On a motion from Mr. Harlow, 2<sup>nd</sup> by Mr. Wall the meeting adjourned at 5:04pm.

Respectfully submitted by,  
Charleen Greenhalgh, Recording Secretary  
Adopted: