

TOWN OF HARWICH
2020
COMMUNITY PRESERVATION COMMITTEE
FY22 CPA FUNDS – INFORMATIONAL PACKET
FOR SUBMITTAL OF AN APPLICATION FOR
COMMUNITY PRESERVATION ACT FUNDS

This packet includes two sections:

Section 1: Is Our Project Allowable?

This section provides information from the Community Preservation Coalition Website about what type of projects (Open Space; Community Housing; Historic Preservation; and Recreation) are eligible for funding. Please read through the packet carefully before you submit an application.

Section 2: CPA Project Application – 2020

This section provides information on Project Selection Criteria; Terms & Conditions for Applications; and the Project Funding Request Application.

2020 applications are for FY22 funds (July 1, 2021).

CPA Project Funding Request Applications are due
October 30, 2020 at 4:00
PM

SECTION 1

Is Our Project Allowable?

The following is taken from the Community Preservation Coalition Website. It has been edited to provide pertinent content.

For more information please visit the Website at <http://www.communitypreservation.org>

Is Our Project Allowable?

The chart below demonstrates the allowable uses of CPA funds in each of the CPA project categories: open space, recreation, housing, and historic preservation. This chart is critical for determining whether a proposed project is eligible for CPA funding.

Projects are only eligible for CPA funding if they fit in a green box below.

	OPEN SPACE	HISTORIC	RECREATION	HOUSING
ACQUIRE	YES	YES	YES	YES
CREATE	YES	NO	YES	YES
PRESERVE	YES	YES	YES	YES
SUPPORT	NO	NO	NO	YES
REHABILITATE AND/OR RESTORE	YES, IF ACQUIRED OR CREATED WITH CPA FUNDS	YES	YES, (NEW 07/08/2012)	YES, IF ACQUIRED OR CREATED WITH CPA FUNDS

Chart adapted from "Recent Developments in Municipal Law", Massachusetts Department of Revenue, October 2012.

A DEEPER LOOK INTO CPA'S PROJECT CATEGORIES

The CPA requires that communities spend, or set aside for future spending, a minimum of 10% of their annual CPA revenues for each of the three following categories: open space/recreation, historic preservation, and community housing. The remaining 70% of the funds are undesignated, and can be used for any allowable project in any of the CPA categories. This gives each community tremendous flexibility to determine its own priorities. Read on for a general overview of each of these categories; a decision on the allowability of specific projects in each community is determined locally by municipal counsel.

Open Space

Section 2 of the CPA legislation defines open space. It includes, but is not limited to, the following:

- Land to protect existing and future well fields
- Aquifers, recharge areas, and watershed land
- Agricultural land
- Grasslands, fields and forest land
- Fresh and salt water marshes and other wetlands
- Ocean, river, stream, lake and pond frontage
- Beaches, dunes, and other coastal lands
- Lands to protect scenic vistas
- Land for wildlife or nature preserve
- Land for recreational use (see separate category information, below)

CPA funds may be spent on the acquisition, creation, and preservation of open space, and for the rehabilitation or restoration of any open space that has been acquired or created using CPA funds. It is important to note that a permanent deed restriction is required for all real property interests acquired under CPA. This restriction must be filed as a separate instrument, such as a Conservation Restriction (CR) or Agricultural Preservation Restriction (APR), and until this step has been completed, the terms of the CPA acquisition have not been technically fulfilled.

Historic Preservation

Section 2 of the CPA legislation defines historic resources, preservation, and rehabilitation as follows:

“Historic resources”, a building, structure, vessel real property, document or artifact that is listed on the state register of historic places or has been determined by the local historic preservation commission to be significant in the history, archeology, architecture or culture of a city or town.

“Preservation”, protection of personal or real property from injury, harm or destruction.

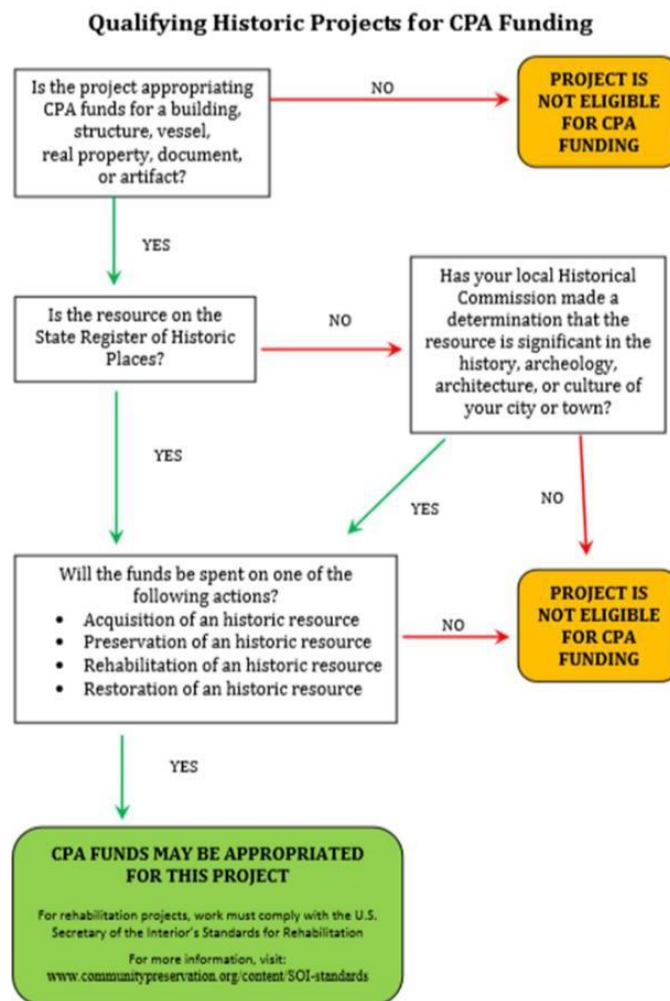
“Rehabilitation”, capital improvements, or the making of extraordinary repairs, to historic resources, open spaces, lands for recreational use and community housing for the purpose of making such historic resources, open spaces, lands for recreational use and community housing functional for their intended uses, including, but not limited to, improvements to comply with the Americans with Disabilities Act and other federal, state or local building or access codes; provided, that with respect to historic resources, “rehabilitation” shall comply with the Standards for Rehabilitation stated in the United States Secretary of the Interior’s Standards for the Treatment of Historic Properties codified in 36 C.F.R. Part 68; and provided further, that with respect to land for recreational use, “rehabilitation” shall include the replacement of playground equipment and other capital improvements to the land or the facilities thereon which make the land or the related facilities more functional for the intended recreational use.

Under CPA, an historic resource is defined as a building, structure, vessel, real property, document, or artifact that is either:

- listed on the State Register of Historic Places; or
- determined by the local Historic Commission to be significant in the history, archeology, architecture, or culture of the city or town.

CPA funds may be spent on the acquisition, preservation, rehabilitation, and restoration of historic resources. Communities using CPA funds on historic resources must adhere to the United States Secretary of the Interior's Standards for the Treatment of Historic Properties.

The chart below details the steps to determining whether your historic project qualifies for CPA funding. You can also read the article from Community Preservation Coalition newsletter, *CPA Update*, entitled “Which historic projects qualify for CPA funding?”



Community Housing

Section 2 of CPA defines community housing as “Community housing”, low and moderate income housing for individuals and families, including low or moderate income senior housing. The United States Department of Housing and Urban Development (HUD) income guidelines are used to determine who is eligible to live in the affordable housing units developed by communities with their CPA funds. Housing developed with CPA funds may be offered to those persons and families whose annual income is less than 100 percent of the area wide median income, as determined by HUD.

Please note, though, that communities may choose to limit certain housing units created with CPA funds to those persons and families earning less than 80 percent of the area wide median income annually, as determined by HUD. This allows communities to include these units on their Subsidized Housing Inventory (SHI) with the state.

Current figures for Harwich are:

2020 CPA AFFORDABLE HOUSING LOW INCOME LIMITS										
Low Income is 80% of HUD's Area wide Median Income figure										
<i>Please Note: Due to the definition of Low Income Housing in the CPA Statute, these Low Income Limits are slightly different from HUD's Low Income figures.</i>										
Community	Census Area Designation	Area Wide Median Income	Low Income Limits Household Size: 1	Low Income Limits Household Size: 2	Low Income Limits Household Size: 3	Low Income Limits Household Size: 4	Low Income Limits Household Size: 5	Low Income Limits Household Size: 6	Low Income Limits Household Size: 7	Low Income Limits Household Size: 8
Harwich	Barnstable MSA	96,600	54,096	61,824	69,552	77,280	83,462	89,645	95,827	102,010

CPA funds may be spent on the acquisition, creation, preservation and support of community housing, and for the rehabilitation or restoration of community housing that has been acquired or created using CPA funds. The CPA requires that whenever possible, preference be given to the adaptive reuse of existing buildings or construction of new buildings on previously developed sites.

Land for Recreational Use (Outdoor Recreation)

Section 2 defines recreational use as follows: “Recreational use”, active or passive recreational use including, but not limited to, the use of land for community gardens, trails, and noncommercial youth and adult sports, and the use of land as a park, playground or athletic field. “Recreational use” shall not include horse or dog racing or the use of land for a stadium, gymnasium or similar structure.

The focus for CPA recreational projects is on **outdoor** passive or active recreation, such as (but not limited to) the use of land for:

- Community gardens
- Trails
- Noncommercial youth and adult sports
- Parks, playgrounds or athletic fields

CPA funds may not be spent on ordinary maintenance or annual operating expenses; only capital improvements are allowed. In addition, CPA funds may not be used for horse or dog racing facilities, or for a stadium, gymnasium, or similar structure. This prohibition has generally been interpreted to mean that CPA funds may be used only for outdoor, land-based recreational uses and facilities.

CPA funds may be used for the acquisition of land to be used for recreation, or for the creation of new recreational facilities on land a community already owns. A 2012 amendment to CPA broadened the law to also allow for the rehabilitation of existing, outdoor recreational facilities. The amendment made it clear that with respect to land for recreational use, "rehabilitation" could include the replacement of playground equipment and other capital improvements to the land or the facilities thereon to make them more functional for their intended recreational use.

Another change ushered in by the 2012 amendment was a prohibition on the use of CPA funds for the acquisition of artificial turf for athletic fields. Communities may still use their CPA funds for other aspects of a field project, but must appropriate non-CPA funds to acquire the artificial turf surface.

SECTION 2

TOWN OF HARWICH

COMMUNITY PRESERVATION COMMITTEE

2020 CPA PROJECT FUNDING REQUEST APPLICATION PACKET

INCLUDES:

**PROJECT SELECTION CRITERIA
TERMS AND CONDITIONS
PROJECT FUNDING REQUEST APPLICATION**

SUBMISSIONS:

EIGHT (8) paper copies of the Application must be submitted to Harwich Town Hall no later than 4 PM on Friday, October 30, 2020.

If possible, please also submit a thumb drive (USB memory stick) containing a digital copy of the Application in PDF file format.

Supplemental paperwork, supporting documents, town committee reviews must be submitted no later than 4 PM on Wednesday, December 30, 2020 in 8 paper copies and if possible, digital PDF format.

Revised: August 27, 2020

TOWN OF HARWICH - COMMUNITY PRESERVATION COMMITTEE
2020 PROPOSAL APPLICATION FOR
2021 ANNUAL TOWN MEETING
PROJECT SELECTION CRITERIA

The Harwich Community Preservation Committee, hereafter referred to as the CPC, requires that all proposed projects be eligible for Community Preservation Act (CPA) funding according to the provisions of the Act as defined by the General Laws of Massachusetts 44B as amended.

****The CPC requires that all project applications be reviewed with appropriate Town Boards/Committees/Commissions before submittal and be initialed and dated by said Boards/Committees/Commissions on the application. If there are multiple requests in any of the funding areas, then the Boards/Committees/Commissions will be asked to prioritize their requests.**

The CPC now requires a bi-annual written update of progress on all projects. At the September and March regularly scheduled meetings reports will be presented. The CPA Project Funding Request Application must have a **projected start date**, and a **projected completion date**. The intent of setting these two projected dates is to facilitate the potential return of unused CPA funds so that they may be used for other CPA projects. As time unfolds, the applicant may request a waiver of one or both of these dates. A waiver may be granted via a majority vote of the CPC after it receives all requested information from the submitter.

***Under the Act, only the CPC may make CPA funding recommendations to the BOARD OF SELECTMEN for the annual Town Meeting. Please note that Town Meeting will have the ultimate say on all CPC-recommended CPA funding requests. The Community Preservation Act requires Town Meeting approval for all CPC- approved project funding recommendations and CPC Administrative Budget requests.

The following criteria may be used to evaluate projects:

- ❖ Consistency with Harwich's Local Comprehensive Plan; Open Space and Recreation Plan; Historic Preservation Plan; Affordable Housing Plan; and other planning documents that have received wide community input and scrutiny. The Committee will take into account that some of these plans may not be up to date or may be under development.
- ❖ Feasibility
- ❖ Urgency
- ❖ Affordability
- ❖ Serving a currently under-served population
- ❖ Consistency with recent town meeting actions
- ❖ Preservation of town assets
- ❖ Use of existing Town-owned assets (land, buildings) where possible
- ❖ Acquisition and/or preservation of threatened resources
- ❖ Availability of multiple sources of funding for increased financial leverage
- ❖ Use of local contractors where possible
- ❖ Opportunities for students and volunteers to train in skills and techniques required by the project

Please keep in mind there are legal limitations on what CPA funds can be used for. A “**Community Preservation Act - Questions and Answers**” page can be found at <http://www.communitypreservation.org>

If you are in doubt about your project’s eligibility, please contact a member of the CPC, so we may discuss the opportunity to review it for eligibility.

Harwich Community Preservation Committee

Chair - David Nixon - Harwich Recreation & Youth Commission Representative

Vice-Chair - Mary Maslowski - Harwich Planning Board Representative

James Donovan - Harwich Real Estate & Open Space Committee Representative

Joseph P. McParland III - Harwich Housing Committee

John Ketchum - Harwich Conservation Commission Representative

Bob Doane - Harwich Historic District/Historical Commission Representative

Donna Kalinick - Harwich Selectmen Liaison

CONTACT INFORMATION: cpc@townofharwich.us

TOWN OF HARWICH - COMMUNITY PRESERVATION COMMITTEE
2020 PROPOSAL APPLICATION FOR
THE 2021 ANNUAL TOWN MEETING
TERMS & CONDITIONS FOR APPLICATION

1. Project applications must be received by 4 PM, on Friday, October 30, 2020 to be considered for Committee recommendations for the 2021 Annual Town Meeting.
2. Each formal project funding request must be submitted on the Community Preservation Committee's - **Community Preservation Act (CPA) Project Funding Request Application** - (found in this packet); include all attachments. Eight (8) paper copies are to be submitted no later than 4 PM on Oct. 30, 2020. If possible, please also submit a thumb drive (USB memory stick) containing a digital copy of the Application in a PDF file format. Any Supplemental paperwork must be submitted no later than 4 PM on Dec. 30, 2020 in 8 paper copies and if possible, a digital PDF file format.
3. Obtain quotes for project costs whenever possible. If not, cost estimates may be used, provided the basis of the estimate is fully explained. Potential land acquisitions, by law, require an independent appraisal before a Purchase & Sale agreement is signed.
4. For Applicants that submit multiple project requests, projects must be shown in . order.
5. Project Applicants are required to make a presentation to the Committee.
6. Please indicate with which Town Committees, if any, this request has been discussed.
7. If the Application has missing information, it may delay consideration.
8. The Applicant shall identify in writing a **project manager** responsible for administration of the Project and a **second person**, authorized to act if the contact person is unavailable.
9. **FUNDS** shall be used solely for work included in the Project and within the scope of the Proposal. If the Town determines that funds have been spent on goods and/or services not included in the Project or within the scope of the Proposal, or otherwise not authorized under the Act, reimbursement may not be authorized.
10. The Applicant shall provide the Town, through the Community Preservation Committee, with **progress reports** bi-annually (at the September and March CPC meetings) from the date this project is officially funded (in this case July 2021) for so long as the Funds remain unexpended, and with **final notification** within (30) days after the completion of the Project. The Town reserves the right to require supplementary information from the Applicant. The Town shall have the right, upon reasonable request, to inspect the work of the Applicant.
11. The Town shall disburse the awarded amount during the Project, and disbursements shall be apportioned based on the work done and paid only upon presentment of detailed invoices from the Applicant or the Applicant's contractor, listing in detail the work performed and the cost thereof. The Town shall have the right to ask for supplementary information, including documentation from the contractor confirming the extent of the work performed. Prior to any payment, the Town shall have the right to inspect the work. No payment shall be made until the Town reasonably determines that the work has been done in a good and workmanlike manner and substantially in compliance with the Contract documents. The applicant shall use the awarded amount only for the purpose of the Project, as described in the Contract documents. The cost of completing the Project in excess of the awarded amount shall be paid by the Applicant. Notwithstanding anything herein to the contrary, if the actual cost of the Project is greater than the awarded amount (the difference between the two amounts referred to hereinafter as the Excess), the Town shall have no obligation to pay the Excess.

12. If the Applicant fails to fulfill all obligations under the terms of the agreed application and the agreed application is terminated, any Funds not expended shall be returned forthwith to the Town without further expenditure thereof. Moreover, if the purpose of agreed application is not accomplished, the Project is abandoned, destroyed or acquired by a private, for-profit entity, or if the Applicant fails to fulfill its obligations under the terms of the agreement as a result of negligent or intentional acts or omissions of the Applicant or its agents, employees, contractors or invitees, the Applicant shall be liable to repay the Town the entire amount of the Funds provided under this agreement, and the Town may take such steps as are necessary, including legal action, to recover such funds. Any Funds so returned or recovered shall be placed in the appropriate account of the Town's Community Preservation Fund. In the event that the Town takes legal action, the Applicant shall pay any and all costs, including reasonable attorney's fees, expended for the enforcement of this agreement.
13. The Applicant shall comply with all federal, state, and local laws, rules, regulations and orders applicable to the Project, and shall be responsible for obtaining all necessary **licenses, permits, and approvals** in connection with this Project. No **local permit or license is waived** by the award of this project.
14. Upon completion of the Project, the Applicant shall identify that the Project was funded by the Town of Harwich through the Community Preservation Act in its written materials about the Project, including press releases, brochures, and similar materials.
15. **This Application shall be signed by the Chief Executive Officer or Chief Administrative Officer or Board Chair who has overall administrative authority and responsibility for this project.**

**Your project paperwork needs to include your completed
2020 CPA Project Funding Request Application, Pages 1 – 3.**

The Application must be submitted by October 30, 2020, 4PM

**Please submit the Application paperwork –
one (1) original and seven (7) – paper copies
and if possible, include a thumb drive (USB memory stick) containing
a digital copy of the Application in a digital PDF file format to:**

**Harwich Community Preservation Committee
% Harwich Town Hall - Selectmen's Office
732 Main Street, Harwich, MA 02645**

Please contact Selectmen's Office and arrange pickup at the Town Hall door

**Supplemental paperwork – supporting documents
and other town committee reviews
deadline is now December 30, 2020
following the same submission requirements as stated above.**

Application # _____

For Administrative Use Only

TOWN OF HARWICH - COMMUNITY PRESERVATION COMMITTEE
2020 CPA PROJECT FUNDING REQUEST APPLICATION
FISCAL YEAR 2021-2022

Submission Date: October 21, 2020

APPLICANT INFORMATION

Applicant: Paul Gazaille

Town Committee, Board or Organization: Bikeways Committee

Legal Mailing Address: 23 Derby Lane, Harwich, MA

Phone: 774-722-3306 Email Address: paul7022@gmail.com

Project Manager: Griffin Ryder PE

Legal Mailing Address: 732 Main St. Harwich, Ma

Phone: 508-430-7508 Email Address: gryder@town.harwich.ma.us

Second Contact Person: Fran Salewski

Legal Mailing Address: PO Box 552, Harwich, Ma 02645

Phone: 860-644-195 0 EmailAddress: fransalew@aol.com

PROJECT INFORMATION

PROJECT TITLE: Old Colony Rail Trail Harwich/Chatham Town Border Marker

PROJECT AMOUNT REQUESTED: not to exceed \$1,000

PROJECT DESCRIPTION: Acquire and install a grey granite post to identify the Harwich/Chatham town line on the Old Colony Rail Trail (OCRT) bike path. The granite post would measure 7 inches by 7 inches by 7 feet and would be rocked on two sides and thermal sandblasted smooth on two sides (where the engraving would appear). Engraving would read "OCRT Chatham" on one side facing westbound and "OCRT Harwich" on the other side facing eastbound. Black lithochrome ink would be used in the engraved lettering so that the lettering would be visible. The town of Chatham, Public Works Department, would handle all aspects of ordering, delivery, inspection and would coordinate installation with the Town of Harwich Public Works Department. The respective Public Works Departments would jointly agree on the exact location for installation. The post would be consistent in materials and appearance with the Harwich mile marker currently in place on the Cape Cod Rail Trail and other mile markers on The Cape Cod Rail Trail (see attached photos). Such markers are in Harwich, Brewster, Orleans and Yarmouth, as well as, those currently installed on the Shining Seas Bike Trail in Falmouth. A photo of the proposed post, as it would face Trail users going east, leaving Harwich, is included (marked as "proposed"). The Town of Harwich and Town of Chatham respectively will each pay one-half of the total cost not expected to exceed \$2,000 (\$1,000 per Town). Experience has shown that, once installed, there will not be any on-going maintenance costs.

ESTIMATED START DATE: April 1, 2021

ESTIMATED COMPLETION DATE: June 1, 2021

**Three years from the release of funds (July 2021) funds may be rescinded automatically;
waivers may be sought.**

CPA CATEGORY

APPLICANTS PLEASE TAKE NOTE **please check boxes for all that apply**

- ☐ **Open Space:** This application is for the “acquisition, preservation, rehabilitation and/or preservation of open space”.
- ☐ **Historic:** This application is for the “acquisition, preservation, rehabilitation and/or restoration of historic resources”. Please provide the date on which the HDHC reviewed and endorsed this application.
- ☐ **Community Housing:** This application is for the “acquisition, creation, preservation and/or support of community housing”.
- ☐ **Recreation:** This application is for the “acquisition, creation, preservation, rehabilitation and/or restoration of land for recreational use”.

How does this project fit into Harwich’s Local Comprehensive Plan and/or other Plan?

The primary objective of this project is to provide a much-needed location/destination orientation for users of the Old Colony Rail Trail whether headed eastbound or westbound on the Trail. Observation by Harwich and Chatham committee members indicate that trail users currently have difficulty identifying there location on the OCRT in relation to Harwich and Chatham. This marker will help to alleviate this problem and, thereby, contribute to the safety and enjoyment of the Trail. A secondary objective is to provide a welcome to trail users entering Harwich or Chatham. Similar to road signs aesthetically pleasing, “welcome mat” to those who enter Harwich or Chatham by foot, bike or another non-motorized vehicle.

How does this project benefit the citizens of Harwich? If appropriate, has the application Sought public opinion or input? If not, why?

This project will provide much needed orientation which will improve safety in the event of an Emergency. A secondary benefit will be to provide tourist Trail users with better orientation to measure the distance to either downtown Harwich or Chatham in order to seek assistance for medical or bike repair. Currently nothing identifies the location of the border. Many other Cape Cod towns have border markers on the bikeways rail trails, the Old Colony Rail Trail has None.

Please list other Commissions/Boards/Committees/Organizations that may have involvement, Jurisdiction, partnering:

<u>Commissions/Boards/Committees/Organizations</u>	Please have them initial here after their review
Harwich Department of Public Works support	See attached email
Chatham Bikeways Committee support	See attached email

Describe their response, or provided written comments/input: See Attached Emails

PROJECT BUDGET: Attach a dated and detailed line item project budget estimate for your funding request. If the request involves a Town-owned asset, provide the project's projected operating expenses, including maintenance.

COST ESTIMATE(S): Not to exceed \$1,000 _____
Attach cost estimates or firm quotes (if available) for all projects.

LAND and/or BUILDING ACQUISITION PROJECTS: The following **must** also be submitted, as applicable:

- ☐ Surveys and/or plot plans for the property
- ☐ Appraisals and agreements, if available.
- ☐ Name of present owner and attach copy of deed conveying property unto present owner.
- ☐ Property address, Harwich Assessor's property identification (Map#, Parcel #).
- ☐ For proposed Open Space land purchases, be prepared to discuss public access with the Committee.

By signing below, the Applicant represents and warrants that all the information included is true and correct to the best of the signer's knowledge and belief. Further, the Applicant acknowledges in the event that the Community Preservation Committee agrees to grant funds to Applicant (and subject to Town Meeting approval), this application together with any Terms and Conditions shall constitute a binding agreement, between the Applicant and the Community Preservation Committee. Further, Applicant acknowledges and agrees to execute any additional grant agreements should the Community Preservation Committee so request.

ATTESTATION: I HEREBY ATTEST THAT THE INFORMATION CONTAINED IN THIS APPLICATION IS TRUE AND ACCURATE TO THE BEST OF MY KNOWLEDGE.

Signature - Chief Executive Officer or Board Chair

Title

Project Engineer

Printed Name Paul Gazaille

Date October 21, 2020

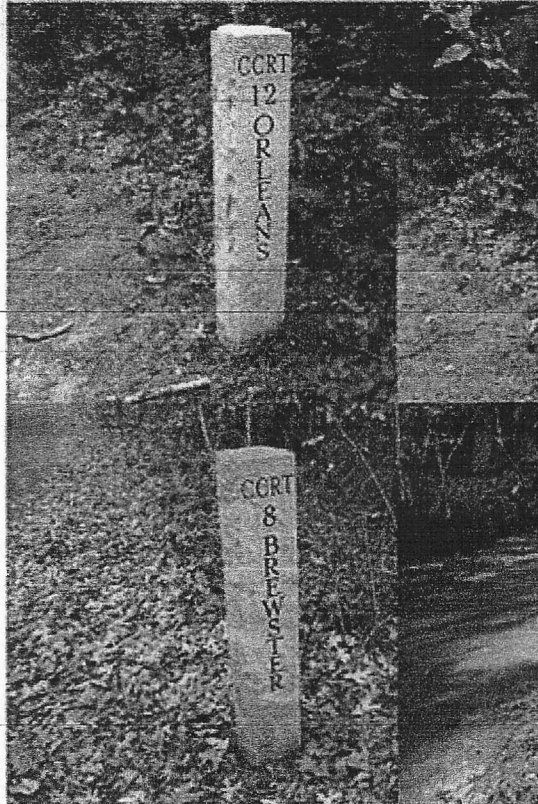
APPLICATIONS MUST BE RECEIVED BY OCTOBER 30, 2020 NO LATER THAN 4 PM
Must submit eight (8) paper copies and if possible, a thumb drive (USB memory stick) containing a digital copy of the Application in a PDF file format.

From: Paul's Gmail paul7022@gmail.com

Date: Oct 22, 2020 at 4:38:58 PM

To: Paul's Gmail paul7022@gmail.com

EXISTING



EXISTING

PROPOSED



EXISTING

From: Link-Hooper-lhooper@harwichdpw.com
Subject: Re: Harwich / Chatham border marker
Date: Oct 21, 2020 at 7:52:32 PM
To: Paul's Gmail paul7022@gmail.com

Hi Paul,

Yes I support this and think it's a great idea. Let me know how we can help. Thank you,

Link

On October 21, 2020 6:54:14 PM EDT, Paul's Gmail <paul7022@gmail.com>

wrote:

Link,

Based on my proposal below would you support having a border marker between Harwich and Chatham

Paul

On Oct 21, 2020, at 3:36 PM, Paul's Gmail <paul7022@gmail.com> wrote:

Hi Link,

Just keeping you in the loop, with discussions with Chatham Bikeways we will be both proposing to our towns CPC committee's to get the monies to have a town marker on the bike path between Harwich and Chatham

Paul

PROJECT DESCRIPTION: Acquire and install a grey granite post to identify the Harwich/Chatham town

line on the Old Colony Rail Trail ("OCRT"). The granite post would measure 7 inches by 7 inches by 7 feet and would be rock on two sides and thermal sandblasted smooth on two sides (where the engraving would appear). Engraving would read "OCRT Chatham" on one side to be installed to face westbound and "OCRT Harwich" on one side installed to face eastbound. Black lithochrome ink would be used in the engraved lettering so that the lettering would be visible in wet weather. The Town of Chatham, Public Works Department, would handle all aspects of ordering, delivery, and inspection and would coordinate installation with the Town of Harwich Public Works Department. The respective Public Works Departments would jointly agree on the exact location for installation. The post



Town of Chatham
Bikeways Committee
549 Main Street
Chatham, MA 02633



Thomas Temple
DIRECTOR OF PUBLIC WORKS
www.townofchatham-ma.org

Tel: (508) 945-5155
Fax: (508) 945-3550
www.chatham-ma.gov

Community Preservation Committee
Harwich

Re: Harwich Bikeways Committee Application for Funding to Acquire a Granite Post for the Harwich-Chatham town line on the Old Colony Rail Trail

Members of the Harwich CPC:

The Chatham Bikeways Committee is pleased to support the Harwich Bikeways Committee's application for Community Preservation Act funds for the acquisition of a granite post with engraving displaying the Harwich-Chatham Town Line on the Old Colony Rail Trail.

Last year the Chatham Community Preservation Committee approved the amount of \$1,200 for a granite post on the Chatham-Harwich town line on the Old Colony Rail Trail subject to the condition that the Town of Harwich share the cost of the granite post and associated engraving. The approval of these funds was based on an application to the Chatham Community Preservation Committee submitted by the Chatham Bikeways Committee.

The Chatham Bikeways Committee is eager to work with the Harwich Bikeways Committee to acquire and install the granite post marking the town line.

Thank you.

Very Truly Yours,

John O'Toole
Chair
Chatham Bikeways Committee