

SELECTMEN'S MEETING AGENDA*

*Griffin Room, Town Hall
Executive Session 5:45 P.M.
Regular Meeting 6:30 P.M.
Monday, May 23, 2016*

- I. **CALL TO ORDER**
- II. **EXECUTIVE SESSION** – Pursuant to M.G.L. c. 30A, § 21(a)(3) to discuss strategy with respect to collective bargaining if an open meeting may have a detrimental effect on the bargaining position of the Board and the Chair so declares – Superior Officers Union Contract; Harwich Employees Association
- III. **PLEDGE OF ALLEGIANCE**
- IV. **SWEARING IN OF NEWLY ELECTED OFFICIALS**
- V. **WEEKLY BRIEFING**
- VI. **PUBLIC COMMENT/ANNOUNCEMENTS**
- VII. **CONSENT AGENDA**
- A. Approve Minutes
 - 1. April 19, 2016 – Regular Session
 - 2. April 25, 2016 – Regular Session
 - B. Approve the Application for Common Victurallers License for the Mad Minnow Bar & Kitchen at 554 Main St. (Rt. 28) in Harwich Port
 - C. Approve the renewal of Junk Dealers License for Monahan & Co.
 - D. Approve 2016 Taxi/Limo License Renewals
 - E. Approve request of funds from the Caleb Chase Gift Account in the amount of \$700.00
- VIII. **PUBLIC HEARINGS/PRESENTATIONS** (*Not earlier than 6:30 P.M.*)
- IX. **OLD BUSINESS**
- A. Submission of the Project Need Form (PNF) for the Dennisport/West Harwich Route 28 Roadway Improvement Project – *discussion and possible vote*
 - B. Town Administrator's 2-year Contract extension – *discussion and possible vote*
- X. **NEW BUSINESS**
- A. Request by Real Estate and Open Space to transfer parcels from the custody of the Selectmen to the Conservation Commission – *discussion and possible vote*
 - B. Remote Participation Policy amendment – *discuss, vote to waive readings, and vote to approve amendment*
- XI. **TOWN ADMINISTRATOR'S REPORT**
- A. Town Planner position options – *discussion and possible vote*
 - B. FY 17 Barnstable County Fuel Oil bid - *information*
- XII. **SELECTMEN'S REPORT**
- A. Selectmen's re-organization is scheduled for Tuesday, May 31, 2016
- XIII. **ADJOURNMENT**

**Per the Attorney General's Office: The Board of Selectmen may hold an open session for topics not reasonably anticipated by the Chair 48 hours in advance of the meeting following "New Business." If you are deaf or hard of hearing or a person with a disability who requires an accommodation contact the Selectmen's Office at 508-430-7513.*

Authorized Posting Officer:

Posted by: _____
Town Clerk

Sandra Robinson, Admin. Secretary

Date: May 19, 2016

**MINUTES
SELECTMEN'S MEETING
GRIFFIN ROOM, TOWN HALL
MONDAY, APRIL 19, 2016
6:30 P.M.**

SELECTMEN PRESENT: Brown, Cebula, LaMantia

OTHERS PRESENT: Town Administrator Christopher Clark, Assistant Town Administrator Charleen Greenhalgh, Barbara-Anne Foley, Lincoln Hooper, Christine Joyce, Sharon Plfeger, and others.

MEETING CALLED TO ORDER at 6:30 by Vice-Chair Cebula.

PUBLIC COMMENT/ANNOUNCEMENTS

Ms. Foley reminded the public of Remembery Walk for Alzheimers to be held on May 7, 2016. Ms. Joyce announced that the Voter Information Committee will host a candidate debate on April 28, 2016 which will be moderated by the League of Women Voters.

CONSENT AGENDA

- A. Accept the resignation of Joan Kozar as a member of the Planning Board effective at the end of her term on June 30, 2016
- B. Approve the placement of signs for the "Remembery Walk – Dave Birtwell Memorial" for Alzheimer's Disease at the front of Town Hall and the rear of Town Hall facing the parking lot
- C. Approve the Contract for the Allen Harbor Pavement Removal project to Lawrence Lynch Corp. as low bidder in the amount of \$118,756
- D. Approve 2016 Seasonal General License Renewals as recommended
- E. Approve the request for funds from the Cable Fund in the amount of \$9,200 for the Channel 18 upgrade in the Griffin Room per the proposal submitted by Unique Media Systems

Ms. Brown moved approval of the Consent Agenda. Mr. LaMantia seconded the motion and the motion carried by a unanimous vote.

PUBLIC HEARINGS/PRESENTATIONS *(Not earlier than 6:30 P.M.)*

- A. Public Hearing – Disposal Area Fees / License Plate Recognition Program

Vice-Chair Cebula opened the hearing and Ms. Brown read the hearing notice into record. Mr. Hooper outlined his memo of recommendation. He noted that he has provided a full cost analysis to operate the disposal area as well as a survey of other towns. He noted he is recommending there be no increase to residential or secondary stickers and that C&D increase from \$125 to \$130 based on market conditions. No one from the public appeared on this topic. Mr. Hooper updated the Board on the License Plate Recognition Pilot Program noting the goal of removing the need

for the physical sticker. Mr. Danya Mahota of Bonsai Logic ran through some of the technical aspects and provided a Power Point presentation. Mr. Hooper and Mr. Mahota took numerous questions from the Board including questions regarding potential system failure and expanding payment options. Mr. LaMantia asked that they report back in a year as to how well it is working or if there are any problems. Mr. LaMantia moved to close the Public Hearing. Ms. Brown seconded the motion and the motion carried by a unanimous vote. Ms. Brown moved to keep the fees the same with the exception of the C&D increase. Mr. LaMantia seconded the motion and the motion carried by a unanimous vote. The consensus of the Board was to move ahead with the License Recognition Program.

OLD BUSINESS

- A. Review of Town Meeting Articles – *discussion and possible vote*
 - 1. Article 38 – Purchase Land for Open Space Purposes – Marini Property at Muddy Creek Headwaters

At Vice-Chair Cebula's request the Board agreed to postpone this item until next week.

- B. One Liners / Article Assignments – *discussion and possible vote*

Vice-Chair Cebula noted that Chairman Hughes assigned articles to individual Board members. Mr. Clark noted that if anyone is unhappy with their article assignments, they can switch with other members.

TOWN ADMINISTRATOR'S REPORT

- A. Presentations at Town Meeting

Mr. Clark discussed preparations for Town Meeting noting that motions and any maps for land articles will be available as slides at the meeting.

SELECTMEN'S REPORT

- A. Town Administrator Performance Review

Vice-Chair Cebula noted that the Town Administrator's Performance Review is scheduled for next week.

ADJOURNMENT

Ms. Brown moved to adjourn the meeting at 7:48 p.m. Mr. LaMantia seconded the motion and the motion carried by a unanimous vote.

Respectfully submitted,

Ann Steidel
Recording Secretary

**MINUTES
SELECTMEN'S MEETING
GRIFFIN ROOM, TOWN HALL
MONDAY, APRIL 25, 2016
6:30 P.M.**

SELECTMEN PRESENT: Brown, Cebula, Hughes, LaMantia, MacAskill

OTHERS PRESENT: Town Administrator Christopher Clark, Assistant Town Administrator Charleen Greenhalgh, Amy Usowski, Carolyn Carey, John Rendon, Andy Gould, Michael Lach, Richard Gunderson, and others.

WEEKLY BRIEFING

Ms. Usowski announced the upcoming Arbor Day Seedling Giveaway and Harwich Tour de Trash events to clean up road sides and beach areas as well as fundraising for the reef fund for environmental education in the schools and for the next reef.

CONSENT AGENDA

- A. Approve Minutes –
 - 1. February 27, 2016 Regular Meeting
 - 2. March 28, 2016 Regular Meeting
 - 3. March 28, 2016 Executive Session
 - 4. April 4, 2016 Executive Session
 - 5. April 7, 2016 Regular Meeting (Joint Workshop)
 - 6. April 11, 2016 Executive Session
- B. Accept the resignation of Wendy-Woods Hartwell from the Real Estate & Open Space Committee and the Historic District/Historical Commission effective immediately
- C. Approve request for One-Day Special Liquor License for Wine & Malt for Family Pantry of Cape Cod for fundraising event on May 31, 2016 from 5:30 to 8:00 p.m.
- D. Approve renewal of Junk Dealers License for Windsong Antiques

Ms. Brown moved approval of the Consent Agenda Items A1 through A5 and Items B, C and D. Mr. LaMantia seconded the motion and the motion carried by a unanimous vote.

Mr. Brown moved to approve the minutes for April 11, 2016 Executive Session. Mr. MacAskill seconded the motion and the motion carried by a 4-0-1 vote with Ms. Cebula abstaining from the vote.

OLD BUSINESS

- A. Review of Town Meeting Articles – *discussion & possible vote*
 - 1. ATM Article 26 – Reserve for Future Appropriation Amounts from FY2017 Community Preservation Fund Estimated Annual Revenues

Ms. Cebula moved to accept and adopt Annual Town Meeting Article 26. Mr. LaMantia seconded the motion and the motion carried by a unanimous vote.

2. ATM Article 38 – Purchase Land for Open Space Purposes – Acquire Marini Property at Muddy Creek Headwaters

Mr. MacAskill moved to accept and adopt Article 38 – Purchase Land for Open Space Purposes in the amount of \$500,000 from CPA funds. Mr. LaMantia seconded the motion and the motion carried by a 4-0-1 vote with Ms. Cebula abstaining from the vote.

3. ATM Article 55 – Amend the Harwich Home Rule Charter – Establish a Charter Enforcement Commission – *for reconsideration*

Chairman Hughes noted that the last time the article was taken up the vote was 2-2. Mr. MacAskill moved to accept and adopt Article 55 – Amend the Harwich Home Rule Charter – Establish a Charter Enforcement Commission. Ms. Brown seconded the motion and the motion failed on a 2-3-0 vote with Chairman Hughes, Mr. LaMantia and Ms. Cebula in opposition. Ms. Cebula moved to indefinitely postpone Article 55. Mr. LaMantia seconded the motion and the motion carried by a 3-2-0 vote with Mr. MacAskill and Ms. Brown in opposition.

4. ATM Article 60 – Stabilization Fund

Ms. Cebula moved to accept and adopt Article 60 Stabilization Fund \$1,428,500 out of free cash. Mr. LaMantia seconded the motion and the motion carried by a unanimous vote.

5. STM Article 1 – Fund the Snow and Ice Budget

Ms. Cebula moved to accept and adopt STM Article 1 – Fund the Snow and Ice Budget at \$250,000 out of free cash. Mr. MacAskill seconded the motion and the motion carried by a unanimous vote.

6. STM Article 4 – Fund Budget Shortfalls

Ms. Cebula moved to accept and adopt STM Article 4 – Fund Budget Shortfalls \$165,000 as a transfer from the health insurance budget to the DPW budget. Mr. MacAskill seconded the motion and the motion carried by a unanimous vote.

B. One Liners / Article Assignments – *discussion & possible vote*

No action was taken on this item.

NEW BUSINESS

- A. Approve recommendation of Harbormaster regarding financing of Saquatucket Marina Reconstruction – *discussion & possible vote*

The Board discussed the recommendation with Mr. Gould and Mr. Clark and took questions from Mr. Gunderson. Ms. Cebula moved that we accept the funding plan as indicated by Mr. Rendon's memo of April 9 (attached). Mr. LaMantia seconded the motion and the motion carried by a unanimous vote.

B. Approve Sticker Seller job description and wage – *discussion & possible vote*

Mr. MacAskill moved that we approve Sticker Seller job description and wage as presented. Ms. Cebula seconded the motion and the motion carried by a unanimous vote.

C. Town Administrator Performance Review – *discussion & possible vote*

Mr. LaMantia explained that he received performance evaluation forms from all the Board members after which he combined the responses into one form. He noted that there were questions about communication and transparency and that the results run slightly into the "needs improvement" area. He stated that the communications issues negatively impacted the evaluation and there is a strong opportunity for the Town Administrator to resolve this issue quickly and that one member has noted that there has been improvement in this area in recent weeks. He suggested having another evaluation in 6 months and to make decisions regarding salary and benefits at that time. Mr. LaMantia moved that in 6 months we conduct another evaluation and hopefully it meets the proper level and there is an opportunity for increased salary and benefits. Mr. MacAskill seconded the motion. Mr. MacAskill asked that they work on a new evaluation form in the meantime. The motion carried by a unanimous vote. Chairman Hughes suggested that Mr. Clark bring back an action plan for improvement in the next 30 days as well as any comments he might have. Ms. Cebula said she likes the evaluation form and Mr. LaMantia commented that it is easy to work with to calculate scores. He noted that he is more concerned that the Board be clear with their objectives. Ms. Cebula questioned if the Board would be interested in making a raise retroactive to July 1 and Chairman Hughes said they would consider that. Mr. Clark said it is an unusual experience for him to be in this situation and said he would meet with individual members in an effort to enhance communications. He pointed out that there is a need to get the goals much more fine-tuned and he added that he would like to do a self-evaluation. Chairman Hughes suggested that the goals have a Selectman liaison.

TOWN ADMINISTRATOR'S REPORT

Chairman Hughes commented on the smoothness of the preparation of Town Meeting.

ADJOURNMENT

Chairman Hughes adjourned the meeting at 7:50 p.m.

Respectfully submitted,

Ann Steidel
Recording Secretary



OFFICE OF THE SELECTMEN
 732 MAIN STREET
 HARWICH, MA 02645
 508-430-7513

APPLICATION FOR COMMON VICTUALLERS LICENSE

Fee: \$50 New application Annual # of seats 60
 Renewal Seasonal Opening date MAY 14, 2016

In accordance with the provisions of the Statutes relating thereto, application for a Common Victuallers license is hereby made by:

Business Name MT GROUP LLC Phone 774.209.3977

Doing Business As (d/b/a) MAD MINNOW BAR + KITCHEN

Business Address 554 MAIN ST (RT 29) HARWICH PORT MA. 02646

Mailing Address " " " "

Email Address tony-gulloTTi@yahoo.com

Name of Owner ANTHONY GUILLOTTI JR, MINE STRANGFELD

(If corporation or partnership, list name, title and address of officers)

ANTHONY + MARGNET GUILLOTTI 32 BULLARD ST SHARON MA. 02007

MICHAEL + MELAN STRANGFELD 36 HARDY AVE WATERTOWN MA. 02476

[Signature] OWNER
 Signature of applicant & title

[Redacted]
 Social Security # or Federal I.D. #

Pursuant to MGL Ch. 62c, Sec. 49A, I certify under the penalties of perjury that to the best of my knowledge and belief I have filed all state tax returns and paid all state taxes required under law.

MT GROUP LLC
 Signature of individual or corporate name

By [Signature]
 Corporate officer (if applicable)

REGULATORY COMPLIANCE FORM

The premises to be licensed as described herein have been inspected and found to be in compliance with applicable local codes and regulations, including zoning ordinances, health regulations and building and fire codes.

[Signature]
 Building Commissioner

[Signature]
 Board of Health

[Signature]
 Fire Department

Required signatures to be obtained by the applicant prior to submission of new applications.



OFFICE OF THE SELECTMEN
732 MAIN STREET
HARWICH, MA 02645
508-430-7513

APPLICATION FOR: _____ **Junk Dealer (\$35)** _____ **Hawkers & Peddlers (\$60)**
_____ **Junk Collector (\$35)** _____ **Transient Vendor (\$250)**

Fee: \$ New application _____ Renewal _____

In accordance with the provisions of the Statute relating thereto, application for the above-referenced is hereby made by:

Business Name DR J. B. O'NEILL INC Phone 508 432 3302

Business Address 540 RT 28 MAIN ST HARWICH PORT MA 02646

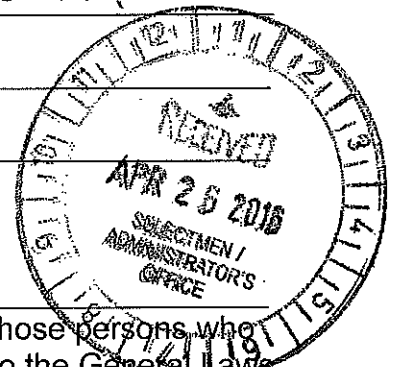
Mailing Address P.O. Box 498 Harwich Port, MA, 02646

Email Address MIKE E MONAHAN JEWELERS.COM

Name of Owner MICHAEL O'NEILL MONAHAN

(If corporation or partnership, list name, title and address of officers)

MICHAEL O'NEILL MONAHAN "All"



Note: Application for Transient Vendors License will be processed only to those persons who hold a Transient Vendor's License issued by the Commonwealth pursuant to the General Laws, Chapter 101, Section 3. The fee for such license shall be \$250.00, which shall be paid in cash, bank, certified check or postal money order and shall accompany the application.

Michael O'Neill Monahan President
Signature of applicant & title

Social Security # or Federal I.D. #

Pursuant to MGL Ch. 62c, Sec. 49A, I certify under the penalties of perjury that to the best of my knowledge and belief I have filed all state tax returns and paid all state taxes required under law.

Michael O'Neill Monahan
Signature of individual or corporate name

By Michael O'Neill Monahan
Corporate officer (if applicable)

REGULATORY COMPLIANCE FORM

The premises to be licensed as described herein have been inspected and found to be in compliance with applicable local codes and regulations, including zoning ordinances, health regulations and building and fire codes.

Building Commissioner

Board of Health

Fire Department

Police Department

Required signatures to be obtained by the applicant prior to submission of new applications.

2016 Taxi/Limousine Permit Renewals

Kym Boyne Jr.
d/b/a Harwich Livery Service/Central Cape Taxi
109 Sisson Rd.
Harwich Port, MA 02646

Mike's Taxi
56 Oak St.
Harwich, MA 02645

**BOTH APPLICANTS HAVE BEEN RECOMMENDED FOR APPROVAL BY THE
HARWICH POLICE DEPARTMENT.**

5/23/16

*Dennis Port / West
Harwich Route 28 -
Roadway Improvement
Project*

Main Street (Route 28) at
Upper County Road
Intersection (Town Line)
to the Herring River
Bridge Approach

Dennis & Harwich,
Massachusetts

Prepared for Towns of Dennis & Harwich

Prepared by VHB, Watertown, Massachusetts

May 9, 2016

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This form is intended to provide preliminary information about the proposed project. It is not expected that all information that is asked for is available or known but applicants are encouraged to complete the form as fully as possible.

Proponent: Christopher Clark

PNF completed by: Griffin Ryder, P.E.

Title: Town Administrator

Title: Senior Project Manager

Municipality/Organization: Town of Harwich

Phone: 508-430-7513

Phone: 617-924 1770

Email: cclark@town.harwich.ma.us

Email: gryder@vhb.com

Proponent: Richard White

Title: Town Administrator

Municipality/Organization: Town of Dennis

Phone: 508-760-6148

Email: rwhite@town.dennis.ma.us

Date: May 9, 2016

Part I – Facility Location and General Information

Municipality: Towns of Harwich & Dennis

Route and/or Street(s): Route 28 (Main Street)

MassDOT District: District 5

MPO Region: Cape Cod Commission

Estimated project limits by mile marker, station or other distinguishing landmarks such as cross street(s).
Please include a locus map of the project. Please see Figure 1 Site Location Plan

Start: Upper County Road & Route 28 Intersection

End: Herring River Bridge Approach, Harwich

Total Mileage: 0.7 miles

What is the federal functional classification of the road? Identify each section.

Interstate

Urban Collector

Rural Major Collector

Urban Principal Arterial

Rural Principal Arterial

Rural Minor Collector

Urban Minor Arterial

Rural Minor Arterial

Other Classification _____

Is the proposed project on the National Highway System?

Yes

No

Is the proposed project eligible for Transportation Alternatives?

Yes

No

Who owns the roadway/facility? MassDOT owns and maintains.

Project Need: Briefly describe or characterize, in general terms, the primary project need or goal (e.g. rehabilitate a roadway, improve safety at an intersection, reduce corridor congestion, improve pedestrian facilities, or provide bike accommodation).

The Towns of Harwich & Dennis, acting through their respective Town Administrator's Offices are in the planning stages to rehabilitate the existing Route 28 corridor and implement pedestrian improvements, with new sidewalks, and bicycle accommodations, with share the road and 5' shoulder facilities between the Upper County Road and Route 28 (Main Street) intersection to the east to the Herring River Bridge approach. The total length of the transportation improvement project is 0.7 miles. The section of Route 28 in West Harwich is known as Captain's Row as it contains a number of former historic Sea Captain's home along the roadway.

This section of Route 28 is a heavily traveled roadway that is impacted significantly by seasonal tourist and visitor travel. Route 28 serves as the main east/west connection along Nantucket Sound, with Route 6 and 6A being the other two main east/west connectors in the Dennis/Harwich/Brewster Area. The existing 20- to 24-foot wide, two-lane roadway section along the project corridor includes varying shoulder widths, degrading bituminous sidewalk sections on the north side of the street, fragmented sidewalk sections on the south side of the street, substandard accessible sidewalks, substandard or lack of ADA/AAB curb ramps, traffic signal equipment that does not meet current standards and no clear bicycle accommodations.

The goal of the Towns is to create pedestrian connectivity, develop a consistent roadway cross-section, and provide ADA/AAB accessibility and bicycle accommodations. The goal of the project is also to continue the improvements currently under design on Route 28 in Dennis Port and extend it into West Harwich.



Lack of ADA/AAB compliant curb ramps and pedestrian activated traffic equipment at Division Street intersection

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Identify the Primary Asset included in the project area (e.g. roadway, intersection, bridge, bike trail, structure).

The land uses adjacent to the corridor vary from primarily commercial development on the west end to primarily residential, with many old Captain's homes and some intermingled commercial uses on the east end. The commercial businesses along the corridor primarily include restaurants and retail use storefronts. The short section of corridor in Dennis Port is adjacent to commercial uses. The Chase Free Library, located at 7 Main Street near the Division Street intersection, is one of two properties along the corridor that is currently listed on the National Historic Register (NHR). The other property listed on the NHR is 37 Main Street which is the site of a former Sea Captain's home. The transportation improvement project is planned to provide multimodal access to some of the historic infrastructure along the route, including the Chase Free Library, the former Captain's homes, the West Harwich First Baptist Church and the West Harwich schoolhouse which is in the planning process to be preserved and rehabilitated by a local group working with the Town of Harwich. The West Harwich Schoolhouse as well as other historic Captain's homes in the area may also be eligible to be listed on the NHR.



Chase Free Library, 7 Main Street



37 Main Street

MASSDOT - HIGHWAY DIVISION
Project Need Form

Part II: Project or Program Description

Provide whatever information is available to characterize the existing, general attributes of the facility.

CHARACTERISTIC	DATA	Comments
Number of Lanes	2	One lane each direction
Lane Width	10'-12'	
Shoulder Width	1'-15'	
Existing Right of Way	Varies	Mass GIS Property Line Information
Annual Daily Traffic (ADT)	11,814 @ Town Line	Cape Cod Commission Report 2015
Percent Truck Traffic		Not included in Cape Cod Commission Report
Traffic Control (signal, flash, signs, etc.)	Traffic signals at Upper County Road & Division Street	
Roadway Lighting	N/A	
Posted Speed Limit	35 mph	
Transit Routes & Facilities	Cape Cod RTA H2O Bus Line	

In what type of area is the project located? *Project limits may include more than one type of area. For a definition of areas, please refer to Chapter 3 of the Guidebook.*

- | | |
|---|--|
| <input type="checkbox"/> Rural Natural | <input type="checkbox"/> Suburban High Density |
| <input type="checkbox"/> Rural Village | <input checked="" type="checkbox"/> Suburban Village/Town Center |
| <input type="checkbox"/> Rural Developed | <input type="checkbox"/> Urban Residential or CBD |
| <input type="checkbox"/> Suburban Low Density | |

How does the roadway/facility function in the community?

- High-speed, primary corridor with limited access
- Moderate speed, major corridor between towns/regions
- Low to moderate speed corridor between towns/regions
- Moderate speed, major street connecting residential areas to a town center or major connector
- Low to moderate speed street connecting residential areas with other streets
- Primarily or exclusively a residential street
- Exclusive pedestrian/bicycle facility

Regional Considerations: Identify any regional use of the roadway (Characterize how neighboring communities use the roadway, what kind of link it provides to major arterials or highways).

Route 28 in West Harwich provides a regional connection alternative to Route 6 and Route 6A connecting Dennis and the Mid-Cape region to Harwich, Chatham and the lower and outer cape regions. Many of the side streets to the south of Route 28 provide access to the shorefront of Nantucket Sound.

Part III: Identification of Problem, Need or Opportunity

A. Condition of Existing Facilities - Problem, Need, or Opportunity

1. Please describe the condition of the roadway, path, or other horizontal facility, such as type and extent of cracking, ride-ability, utility patching or other surface defects such as rutting, raveling, shoving, bleeding, etc. This may be based on visual inspection or automatic detection methods. Are deformations related to the pavement structure, indicating road sub-base issues? Include any PMS (Pavement Management System) ratings, PCI (Pavement Condition Index) data and/or photos, if available.

The pavement along the Route 28 project limits is generally in fair condition. There is noticeable cracking and deterioration of the roadway, including pot holes or rutting. There are apparent utility patches that appear to have taken place over the years. Some of these patches are showing signs of deterioration (see picture below).



Pavement patch deterioration

2. Please describe the condition of facility appurtenances, such as signs, signals, lighting, median barriers, guardrail, pavement markings, curbing, landscaping, fences, ITS components, etc.

The condition of the existing facility appurtenances is generally fair to poor. Pavement markings are faded but generally visible. Crosswalk markings are faded and may be difficult for drivers to see. Existing sidewalk infrastructure is in poor condition and not in compliance with AAB and ADA standards. The existing crosswalks at Division Street do not have ADA/AAB compliant approach ramps and push button pedestrian activation equipment. Where curbing exists it does not appear to have a consistent reveal, either due to settlement or roadway pavement overlays. Utility poles are predominantly located on the south side of the roadway. Street lighting is provided by cobra head type light fixtures mounted to the existing utility poles.



Faded pavement markings

3. Please describe any specific concerns related to the existing drainage system. If there is a history of flooding in the project area, describe the potential solutions under consideration, such as increased maintenance, repair/replacement of drainage infrastructure, raising the vertical profile, or culvert replacement, etc. Are there opportunities for improving storm water management, including drainage outfalls, within the project limits?

The existing drainage system does not appear to meet current standards. The proposed project would include the replacement of outdated drainage infrastructure to enhance the water quality treatment that stormwater runoff in this area receives.

Are there any historic drainage issues/concerns in this area that should be noted?

4. Please describe the condition of any other structures, or equipment (retaining walls, buildings, noise barriers, bus shelters, bike racks, etc.)

There are a few properties that have fallen into disrepair along the corridor. There are not any existing bus shelters or bike racks within the project limits. There are some sections of historic wood fencing along the corridor that serve to help frame the landscape of the historic former Captain's homes.

5. If the project/program includes a bridge or bridges, please describe the condition, such as bridge ratings, dates of inspection, weight restrictions, closings, structural adequacy, functional obsolescence, condition of other bridge elements, etc. Identify the bridge location and ID number (if known).

The proposed rehabilitation of Route 28 does not include bridge structures, however the Herring River Bridge western approach is currently planned as the terminus of the project.

6. Please describe the condition of any existing pedestrian facilities. Include the limits and width of any existing sidewalks and identify any obstructions. Are the existing sidewalks ADA/AAB compliant? In addition, please characterize the pedestrian need, including any indication that pedestrians use the corridor beyond existing sidewalks (rutted paths, pedestrian using the roadway shoulder, etc.). ●
GreenDOT

There is an existing HMA approximately 4' wide sidewalk on the northern and southern sides of Route 28 at the western edge of the project, near division street. The southern sidewalk extends for approximately 80 feet to the east from the Division Street intersection before it terminates. The northern sidewalk transitions from approximately 4' wide to a variable width that is 4' wide or less approximately 450' from the Division Street intersection. From this point the HMA sidewalk is in very poor condition with areas of overgrown vegetation encroachment and meanders along the northern edge of Route 28 (see picture below). The existing sidewalk is not ADA/AAB compliant due to the width and the lack of accessible curb ramps and appropriate traffic signal equipment for street crossings. Along the southern side of the Route 28 roadway shoulder there is a worn path that appears to be used for pedestrians in the absence of a sidewalk in this area. There is an approximately 400' long stretch of existing sidewalk on the south side of Route in front of the commercial area across the street from the Baptist Church that terminates at either end.



Poor condition of sidewalk along the northern side of Route 28

7. Please describe the existing bike accommodation (4' minimum shoulder width, bike lane, or shared use path), including the limits and width of any existing facility. In addition, please characterize existing bike traffic. ● GreenDOT

There are currently no defined bike accommodations provided within this corridor section. Based on Cape Cod Commission data the estimated bikes per day is 40 at Division Street. However the estimated number of bikes per day at the Route 28 intersections to the east and west of Division Street at Belmont Road in Harwich and at Hall Street in Dennis are 93 and 160, respectively. This is likely due in some part to bicyclists avoiding the Division Street intersection due to the unsafe conditions for biking.



Lack of defined bicycle accommodations

8. Identify and locate any underground utilities (water, sewer, gas, other) and overhead utilities (electric phone, cable). Identify any larger utility appurtenances, above ground or underground, such as cabinets or vaults. Identify any active or inactive railroad crossings.

Route 28 has overhead telecommunication and power lines supported by utility poles located adjacent to the roadway, in both Dennis Port and Harwich. In addition, a gas utility main and a water main are located either under the paved area or in the shoulder.

9. Describe any repair or preventive maintenance to the roadway or appurtenances. Include the extent of the work (resurfacing, rehabilitation, reconstruction or replacement) and when the last repair was done? ● GreenDOT

According to MassDOT records, maintenance of the section of roadway within the project limits was last performed in 2002 and likely consisted of a 2" mill and overlay, as this was the standard resurfacing treatment at the time.

B. Mobility - Problem, Need, or Opportunity

1. Please describe any existing or prospective highway congestion issues. Identify the nature and extent of congestion, including when it occurs and whether there is queuing. Include any traffic analysis, including LOS (Level of Service) data, if available. ● GreenDOT

Traffic analyses have been conducted for the signalized intersections at Upper County and Division Street as part of the Dennis Port Route 28 project. The traffic analyses indicate that both of the existing signalized intersections operate at an overall level of service (LOS) B.

2. Please describe any need or opportunity for greater connectivity or improved access along the corridor or to particular points along the facility. Identify any missing connection or constraint in access that could be improved for greater mobility. ● GreenDOT

Construction of a sidewalk and formalized bicycle accommodations along Route 28 will reduce conflicts between pedestrians, cyclists and motorists that currently share the road. Given that the existing roadway shoulders do not meet current standards for bicycle accommodation, the proposed widening to create appropriate biking shoulders or the implementation of the shared-use path will provide a safer alternative for pedestrians and cyclists traveling along the corridor. This project would extend multimodal accommodations from the proposed Dennis Port Route 28 rehabilitation project by extending bicycle and pedestrian accommodations farther to the east. The enhanced multi modal transportation opportunities created by the proposed project would also provide for safer pedestrian or bicycle access to the seasonally active Nantucket Sound waterfront area and beaches to the south of Route 28.

3. Please identify any mobility issues for pedestrians, bicyclists and transit users. Identify if roadway is included in any local, regional or statewide bicycle routes. Include any obstacles or missing connection of existing pedestrian facilities, as well as any impediments that effect pedestrian access and mobility. Include any pedestrian or bicycle data, including bicycle LOS (Level of Service) analysis, or user count data, if available. ● GreenDOT

Construction of bicycle accommodations along Route 28 will reduce conflicts between cyclists and motorists that currently share the road. Given that the existing roadway shoulder does not meet current standards for bicycle accommodation, the proposed defined bicycle accommodations will provide a safer alternative cyclists. Existing impediments that effect pedestrian access and mobility include the lack of continuous ADA/AAB accessible sidewalks, sidewalk ramps and clearly marked crosswalks.

C. Safety and Security - Problem, Need, or Opportunity

1. Please describe any safety concerns on the facility. Provide any crash history within the project limits, including number and severity of crashes, type of crashes and whether there have been any fatalities. Include the calculated crash rate, if available.

The existing roadway shoulder does not meet current standards for bicycle accommodations of any type and there is a lack of sidewalk continuity with accessible ramps, pedestrian activated signal equipment and crosswalks throughout the corridor. The proposed project will provide a safer non-motorized alternative for pedestrians and cyclists traveling on Route 28 in Dennis Port and West Harwich.

Crash data for the signalized intersections within the project limits at the Upper County Road and Division Street was obtained from the MassDOT records for the five year period: January 2008 through December 2012. Recorded crashes include incidents involving personal injury or property damage in excess of \$1,000. At the two signalized intersections there were four crashes over the five-year period. All four crashes occurred at the intersection of Upper County Road and Main Street (Route 28). Three of the four crashes were rear-end type collisions. There were no reported crashes at the intersection of Main Street and Division Street.

2. Please describe adjacent significant activity centers (schools, senior centers, places of assembly, industrial operations, or parks). Please describe any safety issues for other users such as pedestrians, bicyclists, persons with disabilities, transit riders, trucks, school children, etc. ● GreenDOT

The proposed project will enhance mobility and connectivity to existing activity centers including the following destinations:

- Chase Free Library
- West Harwich Schoolhouse
- First Baptist Church West Harwich
- Herring River Bridge
- Dennis Port Commercial District
- West Harwich Commercial District
- The Cape Cod Theatre Company – Harwich Junior Theatre
- Cape Cod Reaching Hart Dance Center

3. Please describe whether there are any known evacuation routes identified at the state, local or private level.

According to information available through the Cape Cod Commission, there are no known evacuation routes within the study limits.

D. Economic Development - Problem, Need, or Opportunity

1. Please describe any current, planned, or potential economic development opportunities within the project limits, that would be supported by improvements to the facility. Do these developments reflect Smart Growth Development and Sustainable Development principles? ● GreenDOT

The Town of Harwich adopted a Local Comprehensive Plan in 2011. The local plan targets the continued accommodation of commercial and industrial uses within the project area due to the high traffic volumes, good visibility and easy access to major highways. Improvements to the roadway facility would support the local plan by providing a safer means of travel for all modes through the area.

The Town of Dennis adopted a Local Comprehensive Plan in 2002. One of the goals of the plan is to preserve the character of Dennis' unique village centers, with Dennis Port being one of these village centers. To achieve this the Town of Dennis town policies encourages redevelopment over new development the development of village amenities such as walkways. The plan further encourages alternate transportation modes to village centers. The proposed project is very much in line with the goals and policies identified in the Economic Development section of the Comprehensive Plan.

2. Identify any need or opportunity to improve access to services, promote industry clusters, facilitate affordable housing or job creation within the area. ● GreenDOT

The proposed project creates multi modal connectivity and healthy transportation commuting options for potential employees of surrounding communities. These features increase connectivity to an area targeted for economic growth and may open opportunities for localized job creation.

E. Environmental - Problem, Need, or Opportunity

Please describe any need or opportunity associated with environmental aspects, as listed below. Links to guidance clarifying the resource areas are provided in brackets.

1. Wetland(s) [<http://www.mass.gov/dep/water/waterres.htm>]

Aside from the bridge approach to the Herring River which would require work within a resource buffer zone but no direct wetland impacts, there are no impacts to known wetland areas in the immediate vicinity of the project site.

2. Water Supply Watershed(s) [<http://www.mass.gov/dep/water/drinking/sourcewa.htm>]

The proposed project does not fall within a Zone 1 or Zone 2 wellhead protection area.

3. Impaired Water Body(ies) [<http://www.mass.gov/dep/water/resources/10list3.pdf>]

The Herring River which is adjacent to the limits of the project (the herring river bridge approach is the limit) is impaired for fecal coliform on the Final Massachusetts Year 2014 Integrated List of Waters. There is also a draft TMDL for Total Nitrogen for the Herring River Estuarine System which was released in 2015. As part of the design of the stormwater management system for the proposed project, any areas that drain to the Herring River will need to be designed with the appropriate stormwater BMPs for water quality treatment to address the final and draft TMDLs associated with the Herring River.

4. Priority Habitat(s) [http://www.mass.gov/dfwele/dfw/nhesp/gis_resources.htm]

The Route 28 project limits are not within Natural Heritage mapped priority habitat.

5. Historic/Cultural/Scenic Resource(s): Are there listed or eligible properties, any archeological resources or scenic by-ways within or adjacent to the project area?

The project corridor was fully disturbed during the construction of the Route 28 roadway.

Based on the Massachusetts Historical Commission MACRIS web site, there are a number of listed or inventoried historic resources including the West Harwich Historic District along the project limits in the Town of Harwich.

6. Air Quality and Greenhouse Gases: Is there a potential to reduce greenhouse gases, through construction methods; operational modifications; changes in connectivity, access, or travel behavior; or other methods? ● GreenDOT

The proposed project will improve the safety and fill gaps where there is a lack of connectivity for pedestrians and bicyclists. The enhancement and availability of these pedestrian and bicycle facilities will help to promote alternative means of travel within the area in lieu of motor vehicles.

7. Hazardous Materials: Are there concerns about hazardous materials within the project limits or on any adjacent properties? Could any prior use of adjacent properties be an issue?

There are no know hazardous materials located within the project limits or adjacent properties.

F. Community - Problem, Need, or Opportunity

Please provide some background about the area where the facility is located and describe any need or opportunity that may address or impact the community or neighborhood, as outlined below.

1. Please characterize the abutting land use in the area surrounding the facility. How does the facility function within the area? Please note if some or all of the area falls within an environmental justice (EJ) area.

The surrounding land use is primarily commercial at the west end and residential on the east end. The following uses exist on or near Route 28 within the project limits.

- Chase Free Library
- West Harwich Schoolhouse
- First Baptist Church West Harwich
- Herring River Bridge
- Dennis Port Commercial District
- West Harwich Commercial District
- The Cape Cod Theatre Company – Harwich Junior Theatre
- Cape Cod Reaching Hart Dance Center
- Multiple Restaurants & Inns

The project is not located within an environmental justice area

2. Are there opportunities to promote healthy transportation modes of walking, biking or transit use by improving pedestrian, bicycle or public transit infrastructure or operations? ● GreenDOT

The implementation of improved and connected sidewalks for pedestrians and defined bicycle accommodations that don't currently exist in the area provide for great opportunities to promote healthy transportation.

3. Identify any need or opportunity to improve access to services, jobs, housing, transit or recreation for residents within the area. ● GreenDOT

The addition of a connected sidewalk system and bicycle accommodations will provide the residents in the area with a safer means for pedestrian or bicycle travel to the commercial areas at the western portion of the corridor. Residents that work or seek services within the commercial area would have improved access to these destinations.

G. Transportation Enhancements - Problem, Need, or Opportunity

1. Identify any need or opportunity to incorporate transportation alternatives, such as provisions and programs related to pedestrians, bicyclists or rail trail facilities or education; landscaping; scenic/historic acquisition, beautification, preservation, programs, or facilities; outdoor advertising management; archeological planning and research; environmental mitigation or wildlife mortality reduction efforts.

Within the project limits there are gaps of sidewalk connectivity and a lack of defined bicycle accommodations. The proposed project will extend the pedestrian and bicycle routes under design as part of the Dennis Port Transportation Improvement Project that terminate at the intersection of Upper County Road and Route 28. The sidewalk connections would continue along the north and south sides of Route 28.

The easterly bicycle route would connect the share the road route that terminates at Hall Street as part of the Route 28 Dennis Port project and extend it along Willow Street to the east and Belmont Road to the north. At the Belmont Road intersection with Route 28 traveling there is a 5' bicycle shoulder proposed that would continue to the west to the Division Street intersection and to the eastern limit of the Project. The reason for providing the easterly bicycle alternative route outside of the Route 28 corridor is to avoid the densely developed downtown Dennis Port and West Harwich area between Hall Street and Belmont Road. It should also be noted that there are existing buildings that are very close to the existing roadway between Division Street and Belmont Road (see pictures below). This is consistent with the in progress design of the Dennis Port transportation improvement project.

The westerly bicycle route proposed as part of this project would be provided with the construction of a consistent 5' wide shoulder along the westerly travel lane of Route 28 throughout the project limits.



Buildings along south side of Route 28 are close to the roadway between Division Street and Belmont Road



Buildings along south side of Route 28 are close to the roadway between Division Street and Belmont Road

H. Planning and Public Outreach - Problem, Need, or Opportunity

1. Describe any Public Outreach that has occurred so far on the proposed improvements, including public informational meetings, local mailings, workshops, etc.

The public and town meetings that were conducted to solicit town approval and community acceptance of the transportation improvement project are as follows:

- A sitewalk of the corridor with Town Officials and residents to discuss the project and understand the residents' perception of the area was conducted on September 23, 2015.
- A brainstorming session with Town Officials and residents to discuss design alternatives for the corridor was conducted on October 27, 2015.
- A follow up meeting with the Town of Harwich Town Administrator Christopher Clark, Assistant Town Administrator Charleen Greenhalgh, Department of Public Works Director Lincoln Hooper and DPW employee Chris Nickerson to discuss the project and solicit town approval was held on March 24, 2016.

Meeting notes from these meetings are attached.

2. Are there any special needs that need to be accommodated to fully engage the public with respect to public outreach?

The Towns may need to provide audio equipment or translation services to accommodate hearing impaired at the MassDOT Design Public Hearing. The hearing will be held at an accessible location for individuals with disabilities.

3. Identify any local or regional planning documents that identify the problem, need or opportunity outlined within this PNF.

The Town of Harwich adopted a Local Comprehensive Plan in 2011. The local plan targets the continued accommodation of commercial and industrial uses within the project area due to the high traffic volumes, good visibility and easy access to major highways. Improvements to the roadway facility would support the local plan by providing a safer means of travel for all modes through the area.

The Town of Dennis adopted a Local Comprehensive Plan in 2002. One of the goals of the plan is to preserve the character of Dennis' unique village centers, with Dennis Port being one of these village centers. To achieve this the Town of Dennis encourages redevelopment over new development the development of village amenities such as walkways. The proposed project is in line with the goals and action items identified in the Economic Development section of the Comprehensive Plan.

4. Identify efforts to coordinate with relevant government agencies, including RTA(s), DCR, regulatory agencies, or neighboring municipalities.

The Towns of Harwich and Dennis have expressed interest in coordinating development of the Route 28 corridor through the two towns and jointly support the advancement of the proposed project.

Thank you for completing this form. Please submit the PNF to the Regional MPO/RPA and the MassDOT Highway Division District office.



Place: Main Street (Route 28), Harwich

Meeting Notes

Date: September 23, 2015

Notes Taken by: P. Domigan, G. Morrison-Logan, G. Ryder, S. Rhoads

Project #: 13137.00

Re: Roadway Corridor Walk & Discussion

ATTENDEES

See attached list

The meeting was held to kick-off the Main Street (Route 28) corridor study project. Attendees met at 9:30 AM at the intersection of Division Street and Main Street which marks the west end of the project.

Attendees included representatives from the Towns of Harwich and Dennis, representatives from VHB, area residents and a representative from the local media. Please see attached list for a full list of attendees.

Christopher Clark (Town of Harwich, Town Administrator) began the meeting by welcoming the residents in attendance and introducing the project visioning team. Trish Domigan (VHB) described the current status of the potential project and the adjacent project in the design stage for Route 28 in Dennisport, noting that it is years from construction if it were to proceed. Trish stated that there will be many opportunities for the public to provide input on the project and this input would be considered during the design of the project.

Attendees then reviewed an aerial plan of the project area prepared by VHB. After this review and orientation with the project limits the attendees began to walk the roadway corridor from the Harwich/Dennis Town line to the east, towards the Herring River which marks the east limit of work.

The following is a summary of the walk of the roadway and major points discussed:

- The transition from Dennisport to the west end of the project within Harwich features an urban feel, however it transitions to a more residential area fairly quickly. In Dennisport there are wide sidewalks, storefronts, gas stations and large "box" retail stores and associated parking lots. Once the Town line is crossed into Harwich there are a handful of smaller scale commercial properties then the residential neighborhood begins. It was noted that pedestrian access needed to be addressed from Dennis to Harwich.
- There was a question on the use of granite curbing along the edge of roadway. There was a concern that curbing would bring an urban hardness to the corridor that isn't there now.
- Mass transit authority has bus stops along the corridor. Locations of the stops need to be reviewed as part of the design process.
- It was noted that the design of the roadway improvements should highlight the historic significance of the corridor.
- Gateway considerations should be made between the commercial areas and the residential/historic areas, and the adjacent land use will influence the design of the roadway corridor (use of granite curb and concrete sidewalks in commercial areas, berm and bituminous sidewalks in residential areas)

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- West Harwich is in process of becoming a historic district, and there are two properties on the national historic register. There are two properties on the NHR, one being 37 Main St, and the other is Chase Library (7 Main Street)
 - There are several historic Captain's houses throughout the corridor.
 - One of the residents indicated that there are 35 houses on the 0.6 mi stretch that would qualify for the national register

- It was noted that traffic calming techniques could be evaluated for travelling along Main St.
- There is a facebook page called Historic West Harwich/captains row that has a lot of historic pictures

- The close proximity of houses to the roadway was noted by all.
- Traveling east, the roadway features more commercial properties in addition to historic buildings at the intersection of Main Street and Belmont Road/Depot Road West. The church at the NE corner of Main Street and Depot Road West was built in 1755. Additionally, a historic schoolhouse is located a short distance to the north on Depot Road West. Between the church and the schoolhouse is the church's cemetery. The historical nature of this area leads it to be considered a focal point of West Harwich.
 - The church was identified as being the oldest Church on the cape and it is a focal point of West Harwich.
 - Along Main Street in this area there is a very wide pavement surface which provides opportunities for traffic calming and landscaping elements to be incorporated into the project. a protected cross walk with either RRFB or HAWK signals may be appropriate at this location, along with pedestrian lighting.
- To the east of the Main Street and Mansion Road intersection the roadway corridor becomes predominantly residential. The right-of-way appears to have sufficient width in this general location to provide more flexibility with the types of improvements made.
- Proceeding east along Main Street to the Herring River the corridor maintains a residential feel. Some commercial uses are introduced into the corridor prior to the eastern limit of the project, defined by the Main Street bridge spanning the Herring River.
- At the eastern project limit meeting attendees gathered in the Cape Cod Irish Pub parking lot to conclude the meeting. it was noted that Bell's Neck should be a noted vista along the corridor.
- Attendees were given the opportunity to voice any thoughts that came to mind during the walk of the roadway. The following items of note were discussed:

- Street signing – the possibility for special signing designating the West Harwich limits at the Town line with Dennis and to the east of the projects limits was discussed.
- Common village elements – the opportunity to introduce a common, coordinated type of fencing, signage and lighting was discussed.
- Roadway edge treatment – some residents noted concerns over the appearance of vertical granite curb and how it would affect the feel of the corridor. It was noted that there are many types of edge treatment that can be proposed and these can be varied throughout the corridor to better match the context of the surrounding area.
- There should be more green space in the residential areas, change with the commercial and retail areas
- Have gateway entrances at West Harwich Historic District
- There are bushes that are encroaching on the existing roadway layout.



Meeting Notes

Project#:

Date:

Notes Taken by:

Re:

Place/Location:

ATTENDEES

NAME	E-MAIL
Dan Tworek	dtworek@comcast.net
Nancy Pollard	nancypollard@comcast.net
Pattie Tworek	ptworek@comcast.net
Diane Behan	HYPATIA99@AOL.COM
Ralph Diamond	ralph.diamond@comcast.net
Gail McAtiger	gmcaticer@gmail.com
Doog Heywood	Winstendinn@gmail.com
Gregory Winston	Gregory y Winston@GMAIL
Mirionde Dupuy-DeWitt	m@dupuyprescription.org
DUNCAN BERRY	J.P.B. e. APPLET - vca@ca.gov
Anne Stewart	stewsanne@gmail.com
Bob Bradley	bradleybob60@yahoo.com
JALY Urbano	UrbanoJally@yahoo.com
Lincoln Hooper	highway@cape.com
TEM Andrade	tantrade@town.dennis.ma.us
GEORGENE RIEDL	riedlgeorgene@gmail.com



Meeting Notes

Place: Harwich Town Hall Griffin Room

Date: October 27, 2015

Notes Taken by: Stephen Rhoads

Project #: 13137.00

Re: Main Street, West Harwich - Brainstorming Session

ATTENDEES

See attached list

The meeting was held to continue to gather the public's thoughts and comments on the Main Street (Route 28) corridor study project.

Trish Domigan (VHB) began the meeting with an overview of the current status of the project. Trish noted that the session is intended to be a continuation of the process to facilitate comments on the roadway corridor that started with the walk of the roadway on 9/23/15.

Geoffrey Morrison-Logan (VHB) reviewed the three main sections of the roadway: commercial (west side), historical Baptist church/schoolhouse (middle of project), and the West Harwich community gateway (east side of the project). Geoffrey noted the goal is to gather thoughts and see what is important to the area residents. With these thoughts in mind VHB will make a concept plan for review.

Geoffrey began a review of the 3 boards VHB prepared for the meeting. Each of the three main sections of the project mentioned above have their own board. Following are comments noted on each board:

Board 1 – Commercial section (Division Street to Silver Street)

- One attendee noted granite curb is not desired
- Attendees noted concern over selection of surface materials
 - Concrete and asphalt "too hard" in appearance
- Attendees noted they don't want the streetscape features present in the Dennisport commercial area
- Some attendees said they are in agreement with vertical granite curb and grass strip transitioning to HMA berm and a grass strip
- Bike accommodations
 - One attendee requested bike accommodations to be designed as small as possible
 - Some attendees preferred an off-roadway multiuse path design
- A common theme of the attendees is to transition to a softer feel as soon as possible
- Once east of Silver Street (entering residential area) introduce street lighting (pedestrian level light poles)
 - Lighting in selective locations for place making

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Board 2 - Baptist church and surrounding area

- The wider roadway right-of-way in this area presents the possibility for a multiuse path and narrower overall roadway pavement width
- Attendees discussed a seating/gathering area in front of the Baptist church
- There was discussion of focusing on a wider grass strip on north side of the roadway with seating areas centered around the mid-block crossing in front of the church
- Lighting can become more focused in this area
- Transit stop: propose moving it east of church
 - Attendees think it's located at the NW corner of Depot Road and Main Street intersection
- Depot Road and Main Street intersection is very important to residents
 - Narrowing the intersection is a possibility
- Trees
 - Proposed street trees at focal areas - selective usage (not too many) to match historic feel of the openness of the area
 - Work with residents on new trees - planting location either on the resident's properties or within the public right-of-way

Board 3 - East End/Community Gateway

- Attendees noted the importance of roadside fencing and lighting in this area
 - VHB noted the state will be limited in what they can do
 - Attendees noted different types of existing fences provide an individual feeling to the area
- Attendees commented that this section has the most historic homes
- Gateway transition is from the Cape Cod Irish Pub driveway toward Riverside Drive

Wrap up and miscellaneous notes:

- VHB to develop design plan and present at Board of Selectmen meeting
- Drainage
 - Low Impact Development (LID) Drainage Design – direct run off to grass swales/ retention area versus leaching basing

- Can explore using this method along the roadway
- Dennisport Main Street project design
 - The Dennis project has a higher level of design complexity due to the higher density commercial at the east end of the project (where it meets the West Harwich Main Street corridor)
 - Cross sectional standards must be met in this area
- One attendee asked for samples of the options for edge treatments
- One attendee expressed concern over maintenance of the corridor – noted weeds often come up in new and old construction
 - VHB responded that the state will be responsible for maintenance

Main Street, West Harwich
Brainstorming Session

TUESDAY, OCTOBER 27, 2015

SIGN-IN LIST

	<u>NAME</u>	<u>EMAIL ADDRESS</u>
1.	Gail Mc Aleer	gailmcaleer@gmail.com
2.	Ralph Diamond	ralpha.diamond@comcast.net
3.	Lou Urbano	lou Urbano@yahoo.com
4.	Sally Urbano	UrbanoSally@yahoo.com
5.	Anne Stewart	stewsanne@gmail.com
6.	Nancy POLLARD	nancyPollard@comcast.net
7.	DUNCAN BERRY	DUNCAN, BERRY @ COMCAST.NET
8.	Charleen Greenhalgh	cgreenhalgh@town.harwich.ma.us
9.	Lincoln Hogrew	highway@Cape.com
10.	Christopher Clark	cclark@town.harwich.ma.us
11.	Michael MacAskill	michael.D.macaskill@gmail.com
12.		
13.		
14.		
15.		
16.		
17.		



Meeting Notes

Place: Harwich Town Hall

Date: March 24, 2016

Notes Taken by: Griffin Ryder

Project #: 13137.00

Re: West Harwich Route 28

ATTENDEES

Christopher Clark, Town
Administrator

Charleen Greenhalgh, Assistant
Town Administrator

Lincoln Hooper, DPW Director

Chris Nickerson, DPW

Patricia Domigan, VHB

Griffin Ryder, VHB

VHB met with Town of Harwich on Thursday March 24, 2016 at 11 am at the Harwich Town Hall to discuss the current status and next steps for the West Harwich Route 28 Transportation Improvement Project concept. This meeting was a follow-up meeting to the sitewalk and brainstorming sessions held on, September 23, 2015 and October 27, 2015, respectively.

Patricia Domigan (PD) indicated that MassDOT is generally supportive of the project as it is essentially an extension of the on-going Dennis Port MassDOT TIP project. MassDOT may also support ornamental lights and fencing associated with the project. It was noted that sidewalk width for the project should be 5' wide.

Chris Nickerson (CN) indicated that the meandering sidewalk alignment shown on the south side of Route 28 on the current concept plan creates issues/difficulties with winter maintenance. The grass strip separation is ok. VHB to adjust the sidewalk alignment to eliminate meandering layout and make it parallel to the curb line with a 2' wide minimum grass strip.

The Town of Harwich indicated that some of the residents have indicated that they would like to see the bike lane as part of the walking path. VHB will develop an alternative design to include a Shared Use Path (SUP) on the south side of Route 28 in lieu of a 5' wide bike shoulder (shoulder may potentially be reduced to 2' with MassDOT acceptance) and a 5' wide sidewalk. The SUP would need to be a 10' wide paved surface with 5' minimum separation from the roadway. It was discussed that the transition point for on street to off street SUP bike accommodations should be at the Belmont Road intersection. The lane widths are to be 11-foot wide. Christopher Clark (CC) indicated that the neighbors like the idea of the SUP concept and a narrower road width would help with speed control.

The transition to the Dennis Port Route 28 project was discussed. The Town of Dennis did not touch the Division Street traffic signal as part of the Dennis project. It was further discussed and agreed that the traffic signal at Division Street and Upper County should be included in this project such that the Dennis Port project and this West Harwich Route 28 project are integrated. PD indicated that Pam Hazner from MassDOT asked about the Upper County Road intersection traffic signal.

MassDOT funding was discussed. Multimodal accommodations will be required for bikes, pedestrians and vehicular modes. Fencing and street lighting funding was discussed. The area residents will likely want historic and ornamental style lighting and fencing, MassDOT may be willing to partner. PD indicated that MassDOT is paying for lights as part

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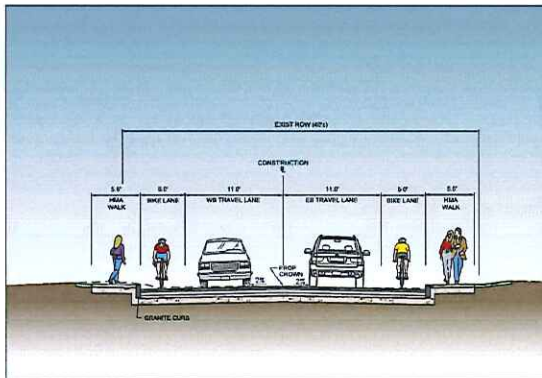
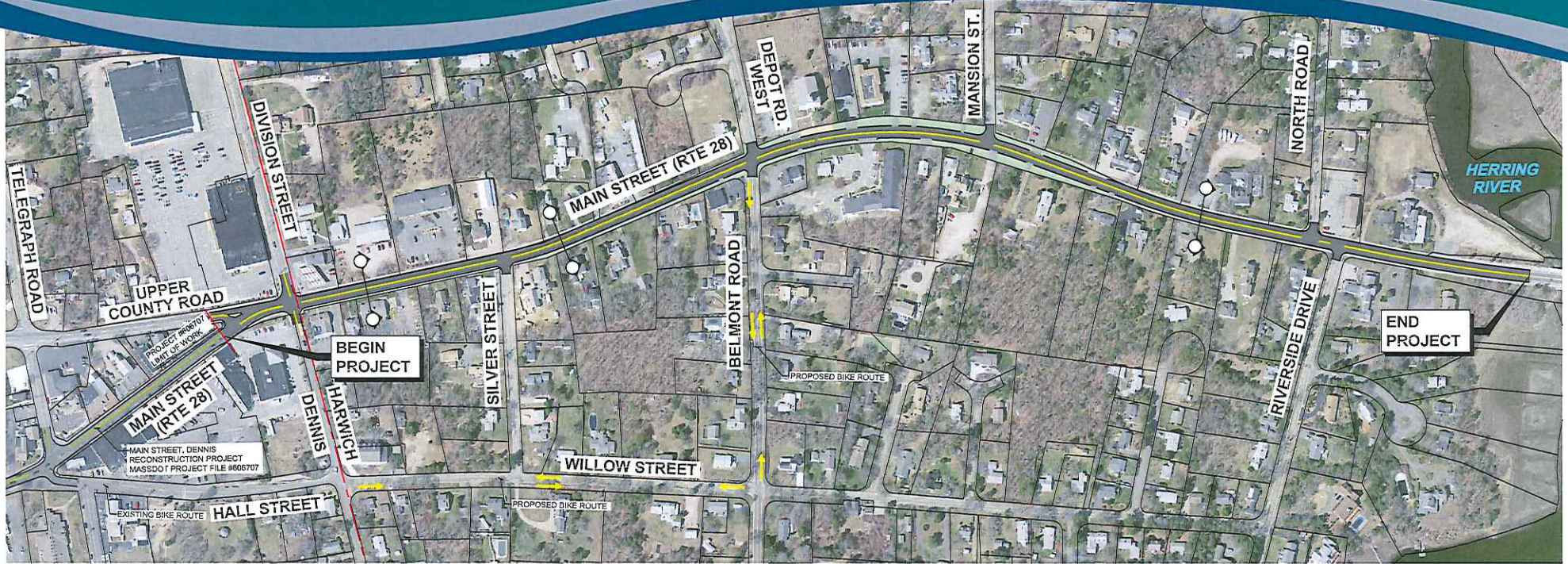
Ref: 13137.00
March 24, 2016
Page 2

of the Dennis Port project. Charleen Greenhalgh (CG) indicated that the lighting should be brought up to current lighting standards.

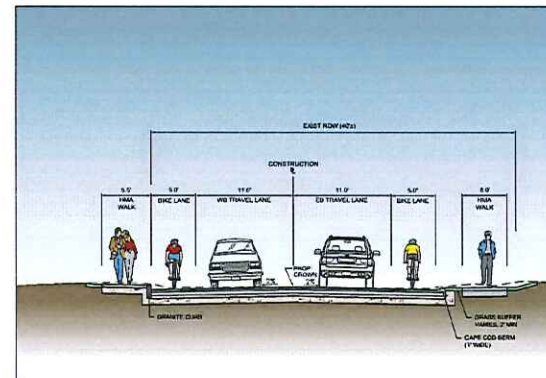
Next steps were discussed. CC would like to get the Town of Dennis on board for the Division Street and Upper County Road intersections and for a joint application to MassDOT. VHB to have conversation with the Town of Dennis. Once Town of Dennis is on board, the Town of Harwich would like VHB to present the concept plan and Project Need Form (PNF) application to the Harwich Board of Selectmen at an upcoming meeting to be scheduled.

Main Street (Route 28) Harwich, Massachusetts

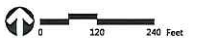
Conceptual Vision Plan



Section A - A

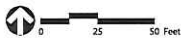


Section B - B



Main Street (Route 28) Harwich, Massachusetts

Conceptual Vision Plan Enlargement Plan



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West Harwich Center Development Project

Presented by
Trish Domigan
Griffin Ryder

May 16, 2016

Presentation Outline

- Project Goals
- Project Limits
- Existing Conditions
- Public Input
- Recommended design
- MassDOT process
- Next Steps

Project Goals

- Create an inviting destination in West Harwich
 - Highlight Captains Row
 - Provide gateway entrance into Harwich
- Provide Complete Streets designs on Main St (Rte 28)
 - Improve pedestrian access
 - Improve bicycle accommodations
 - Rehabilitate roadway surface
- Upgrade traffic signal at Division Street
- Extend improvements from Main Street, Dennis improvement project



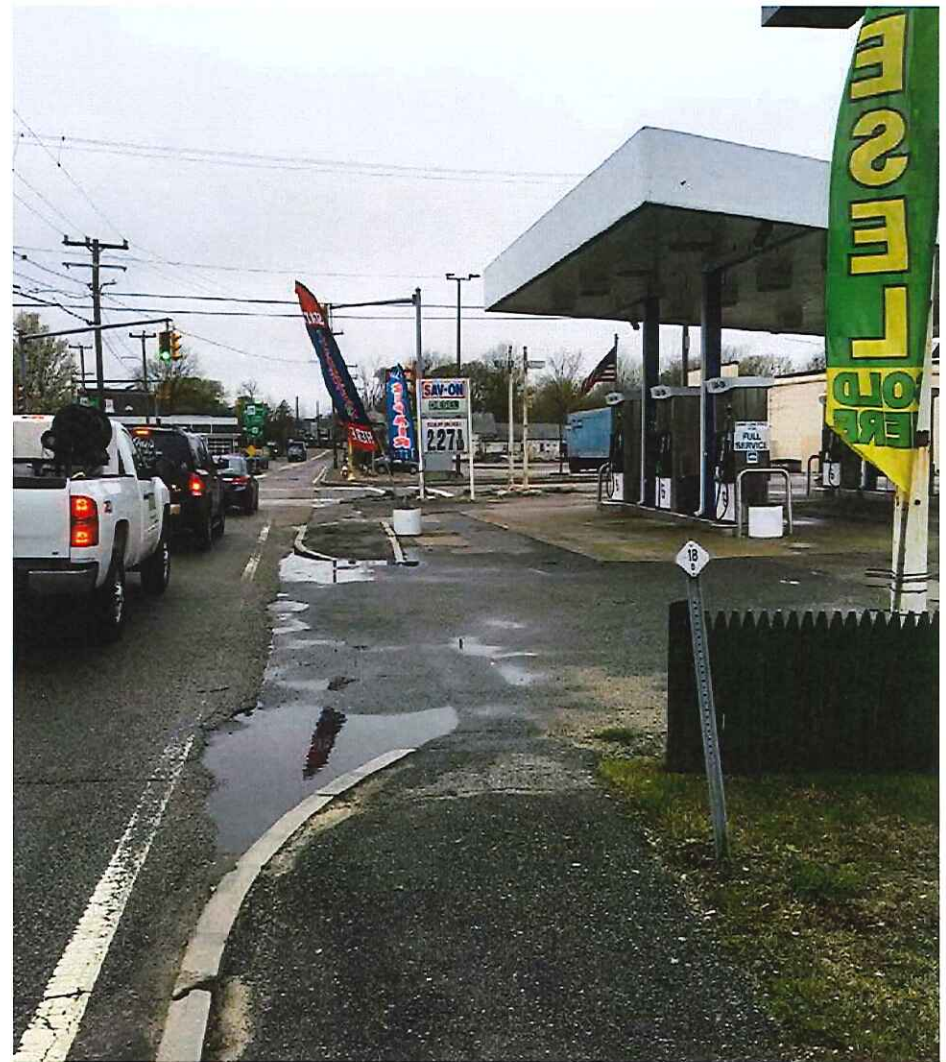
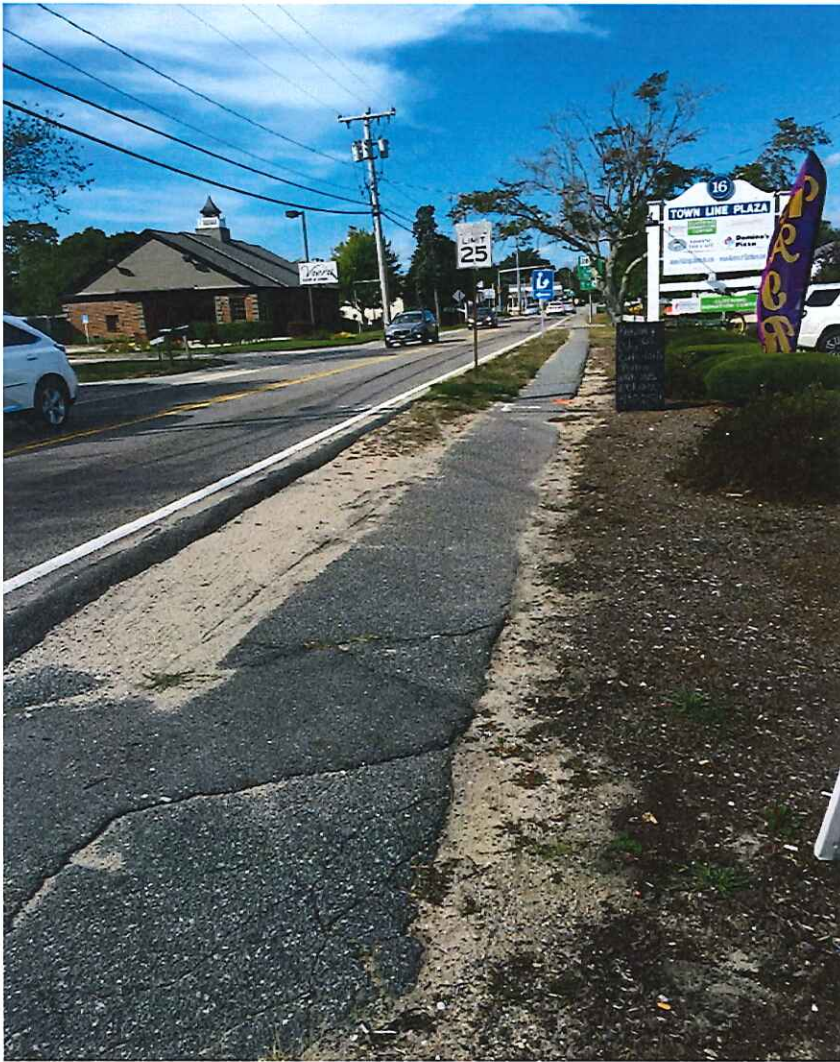
Project Limits – Main Street (Rte 28)

Harwich – Division Street to Herring River, 3,500 feet

Dennis – Upper County Road to Division Street, 300 feet



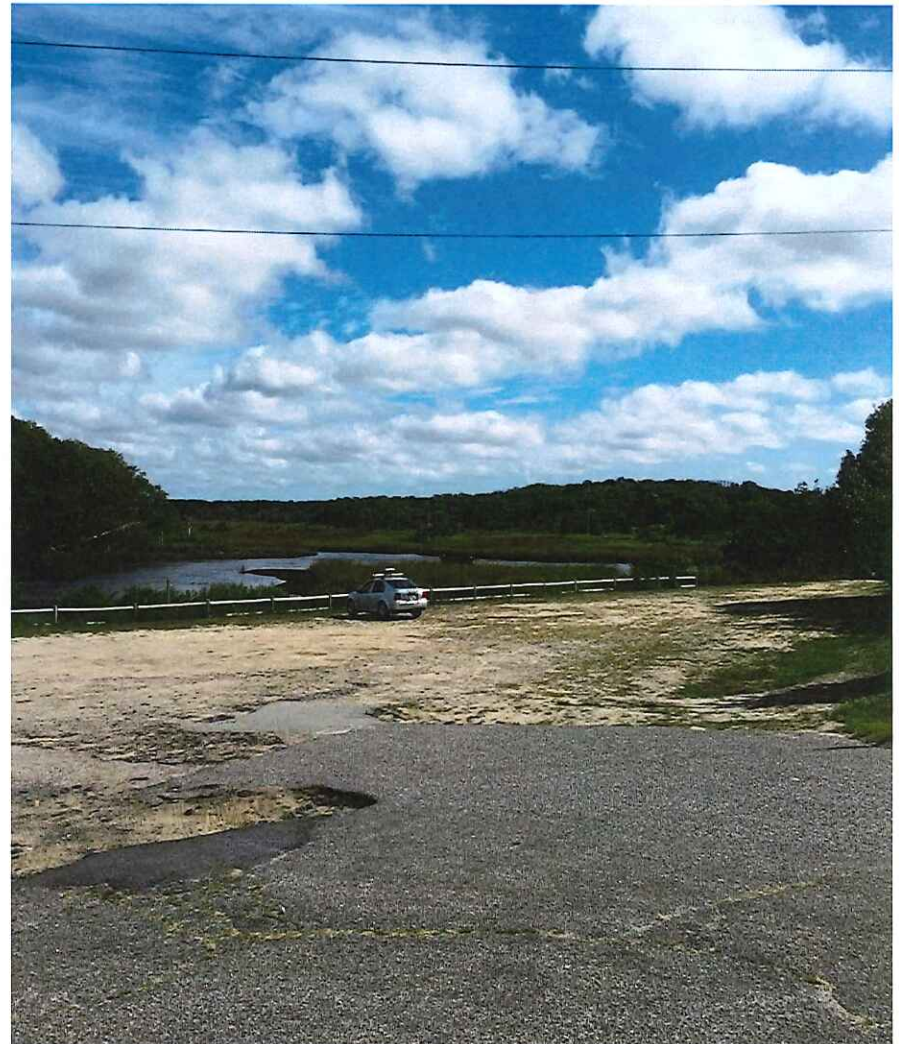
Existing Conditions



Existing Conditions

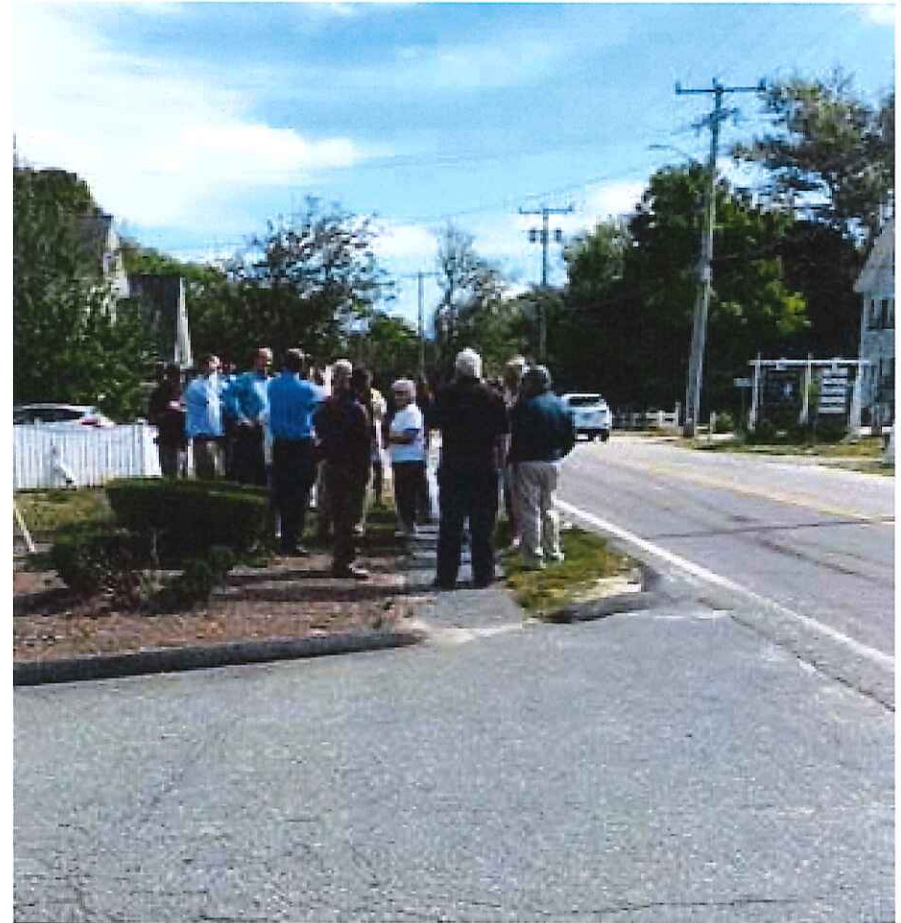


Existing Conditions



Public Input

- Site walk on 9/23/15
 - Reviewed project in field
 - Received great input on important elements on corridor
- Brainstorming Session
October 27, 2015
 - Defined project goals
 - Got feedback on project amenities
 - Presentation by Duncan Berry on the historic homes and roadway features along the project.



Recommended Design

- Design improvements based on the surrounding land use
 - Retail land use
 - Residential land use
- Provide gateway into Harwich at Herring River and at Division Street
- Incorporate historic features along corridor
 - Fences
 - Accent Lighting and crosswalk at Church
 - Green space in residential areas

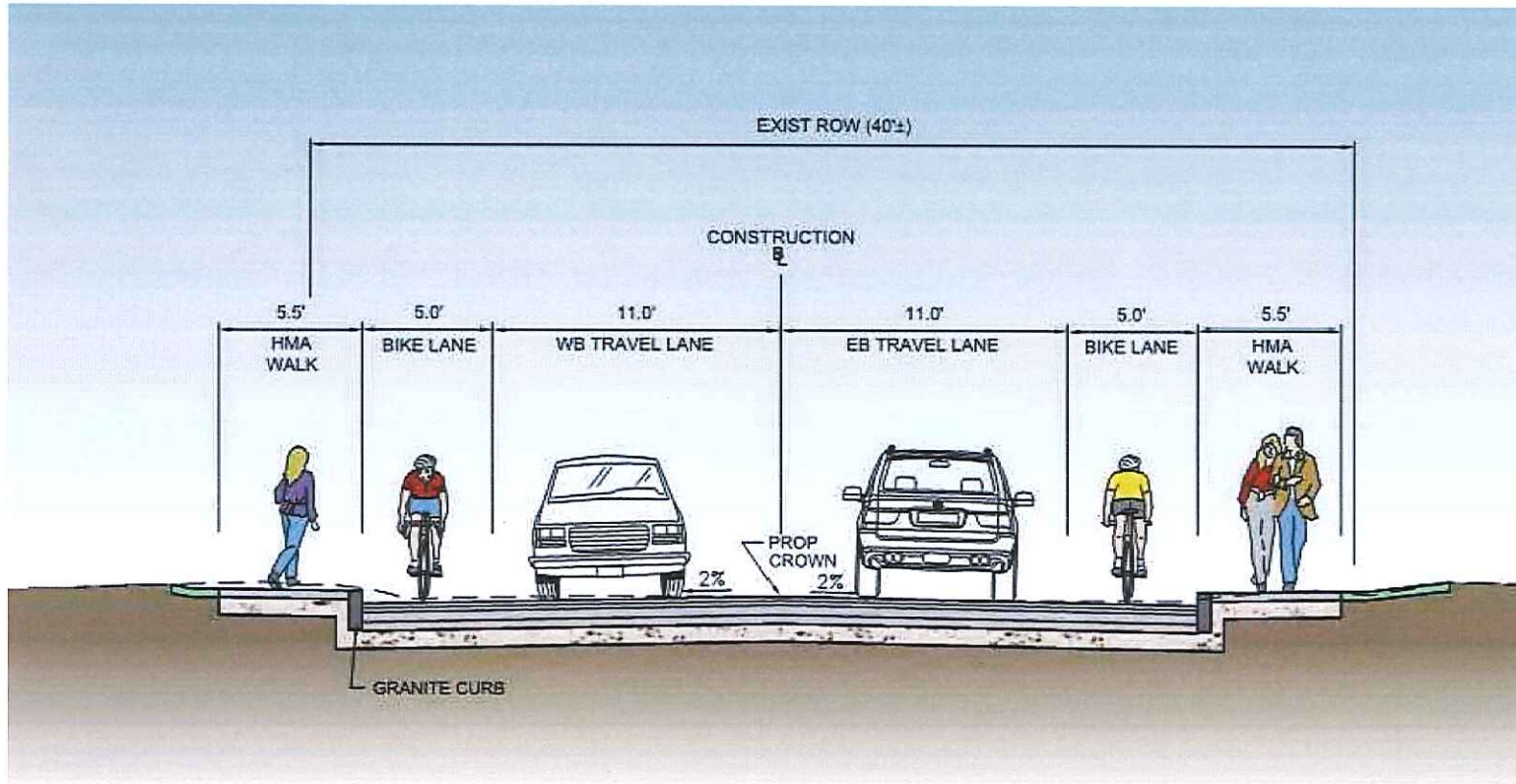
Recommended Design

- Provide complete streets elements
 - 5 foot sidewalks on both sides of Main Street
 - 5 foot roadway shoulders for bike accommodations
 - Curbing would be 'cape cod berm' in residential area with areas of grass strips, granite in retail area
 - Sidewalk surface would be asphalt

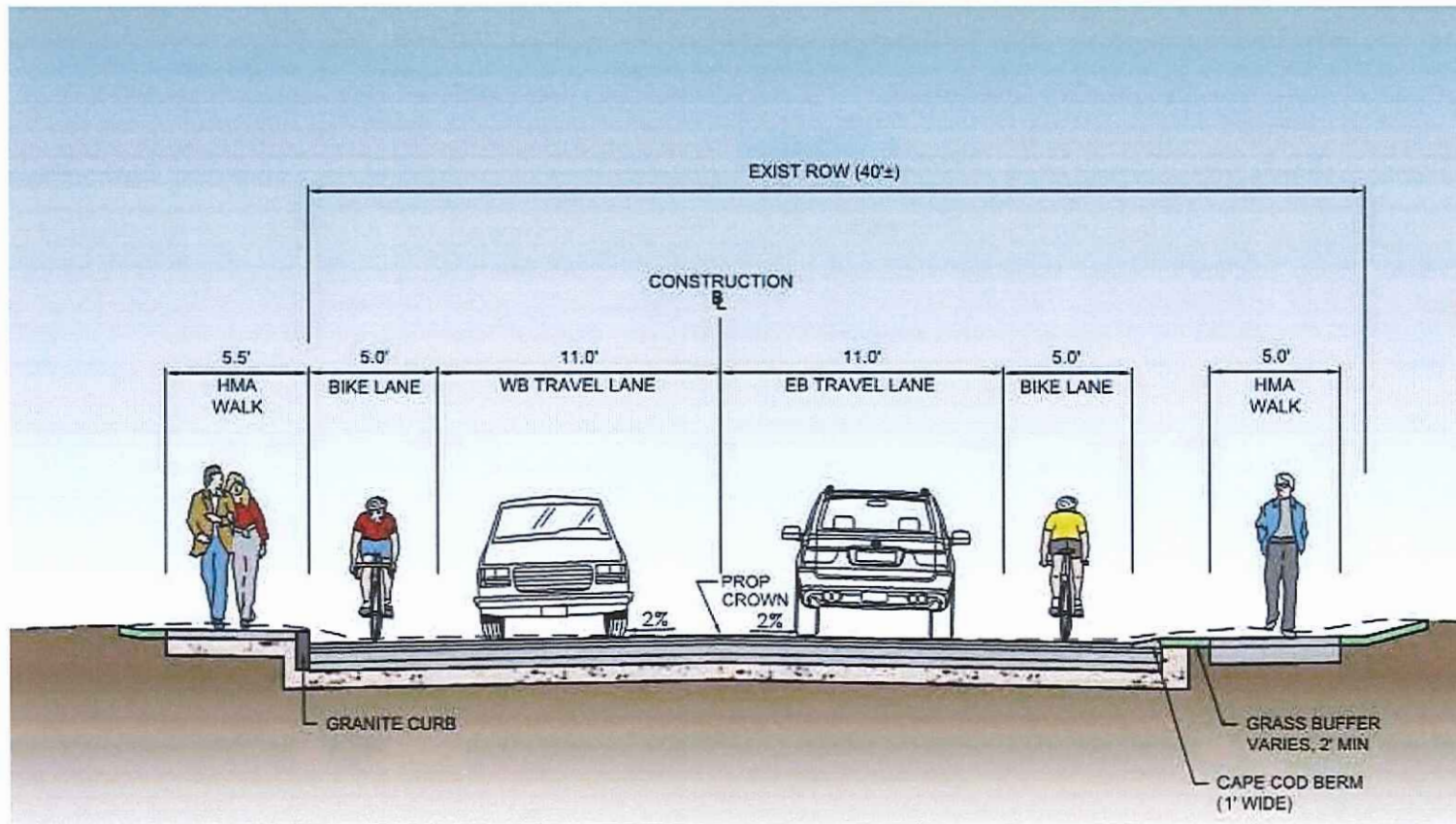
MassDOT Design Requirements

- Healthy Transportation Policy
 - All MassDOT funded and or designed projects shall seek to increase and encourage more pedestrian, bicycle and transit trips.
 - MassDOT has established a statewide mode shift goal that seeks to triple the distance traveled by walking, bicycling, and transit by 2030.
 - Promoting intermodal access to the maximum extent feasible will help the agency meet this goal.

Proposed cross section - Retail Area



Proposed cross section - Residential Area



Main Street (Route 28) Harwich, Massachusetts

Conceptual Vision Plan Enlargement Plan



MassDOT Funding Process

- Preparation of Project Need Form (PNF)
 - Presented to Board of Selectman tonight
 - Submit to MassDOT District 5 office for review
 - Meet to present/discuss project with D5 Project Development Engineer
- Preparation of a Project Initiation Form
 - After approval of the PNF
 - Address comments made on PNF
 - Develop construction cost estimate for project
 - Submit to DOT for funding consideration

Trish Domigan | pdomigan@vhb.com | 617.607.2794

Griffin Ryder | gryder@vhb.com | 508.815.3914

www.vhb.com

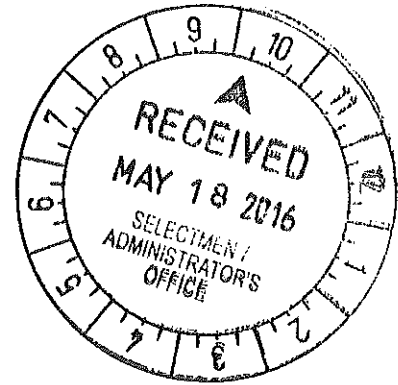


Offices located throughout the east coast

May 13, 2016

To: Town of Harwich Board of Selectmen

From: Town of Harwich Real Estate & Open Space Committee



At the April 15, 2016 meeting of the REOS Committee, a unanimous vote of support was given to the Town of Harwich Conservation Commission's recommendation of the following transfer of town-owned parcels currently under the custody of the Board of Selectmen to the custody and care of the Town of Harwich Conservation Commission for conservation purposes. These parcels are listed below.

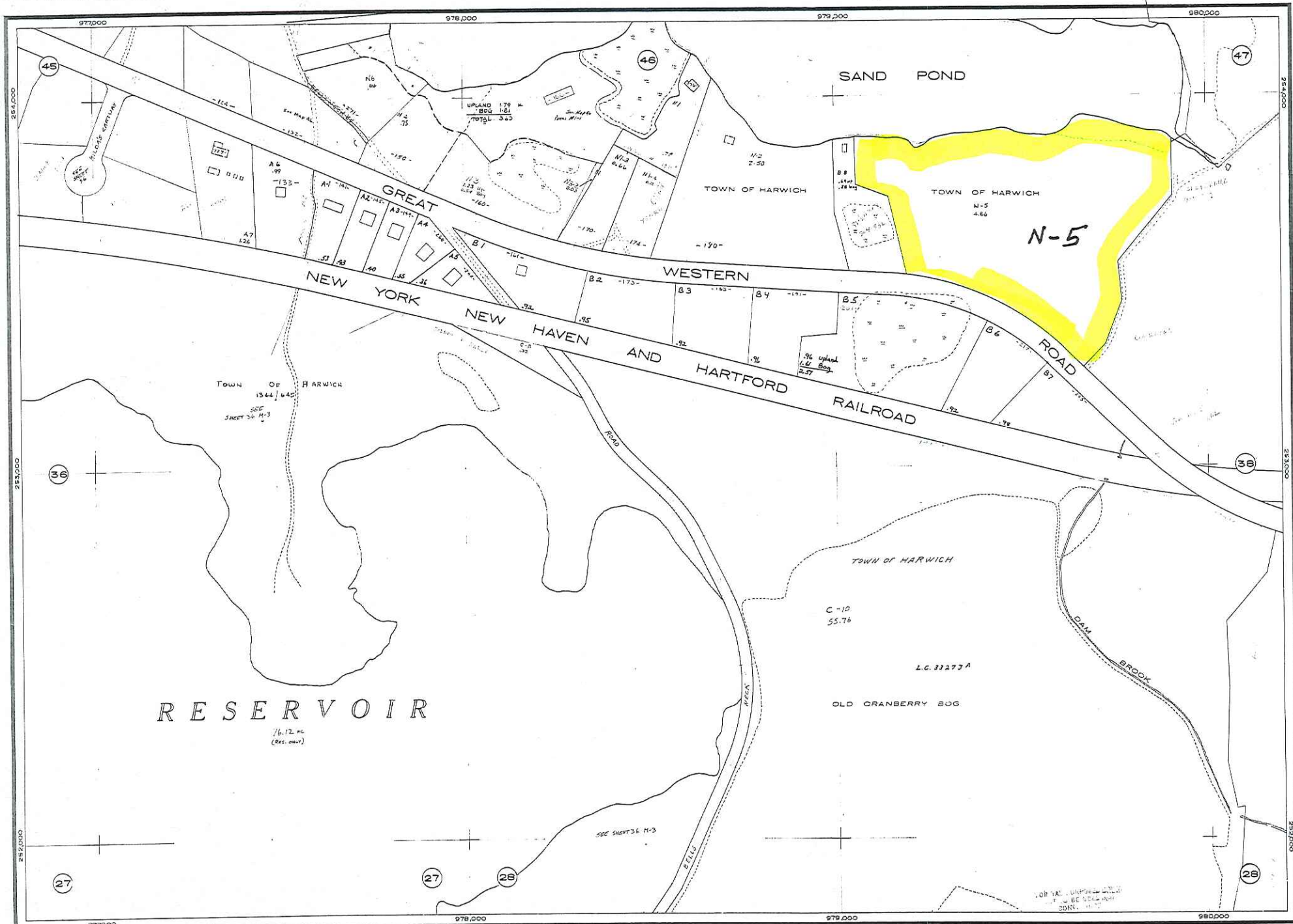
- * 0 Great Western Rd - Map 37, Parcel N5
- * 141 Bay Rd - Map98, Parcel H1-5
- * 0 Depot Rd and 0 Middle Rd - Map 63, Parcels J3 and J4.
- * Town Forest - Map 53, Parcels H1 and H3

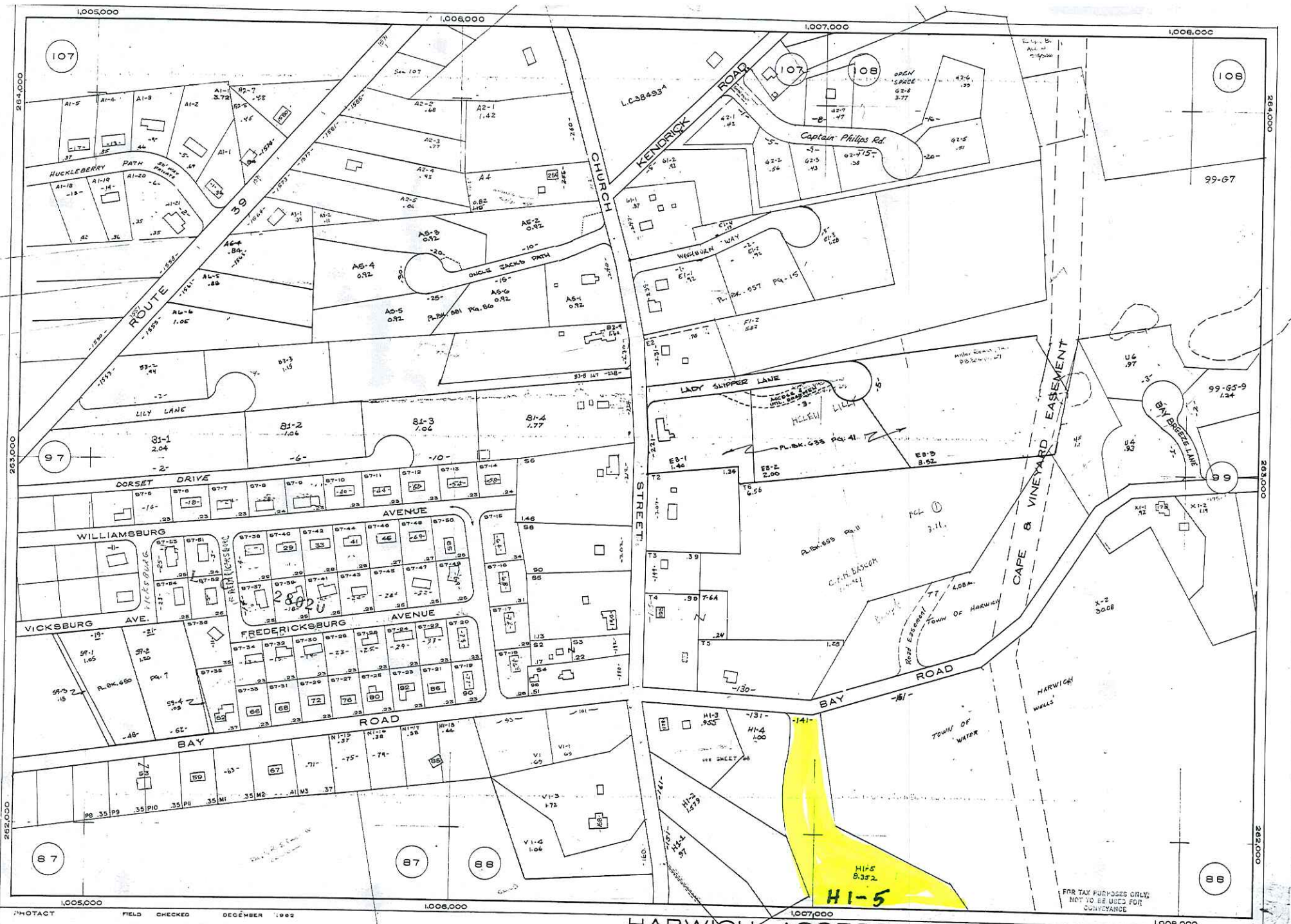
We hope you will consider and support their recommendations.

Sincerely,

Katherine S. Green
REOS Chair

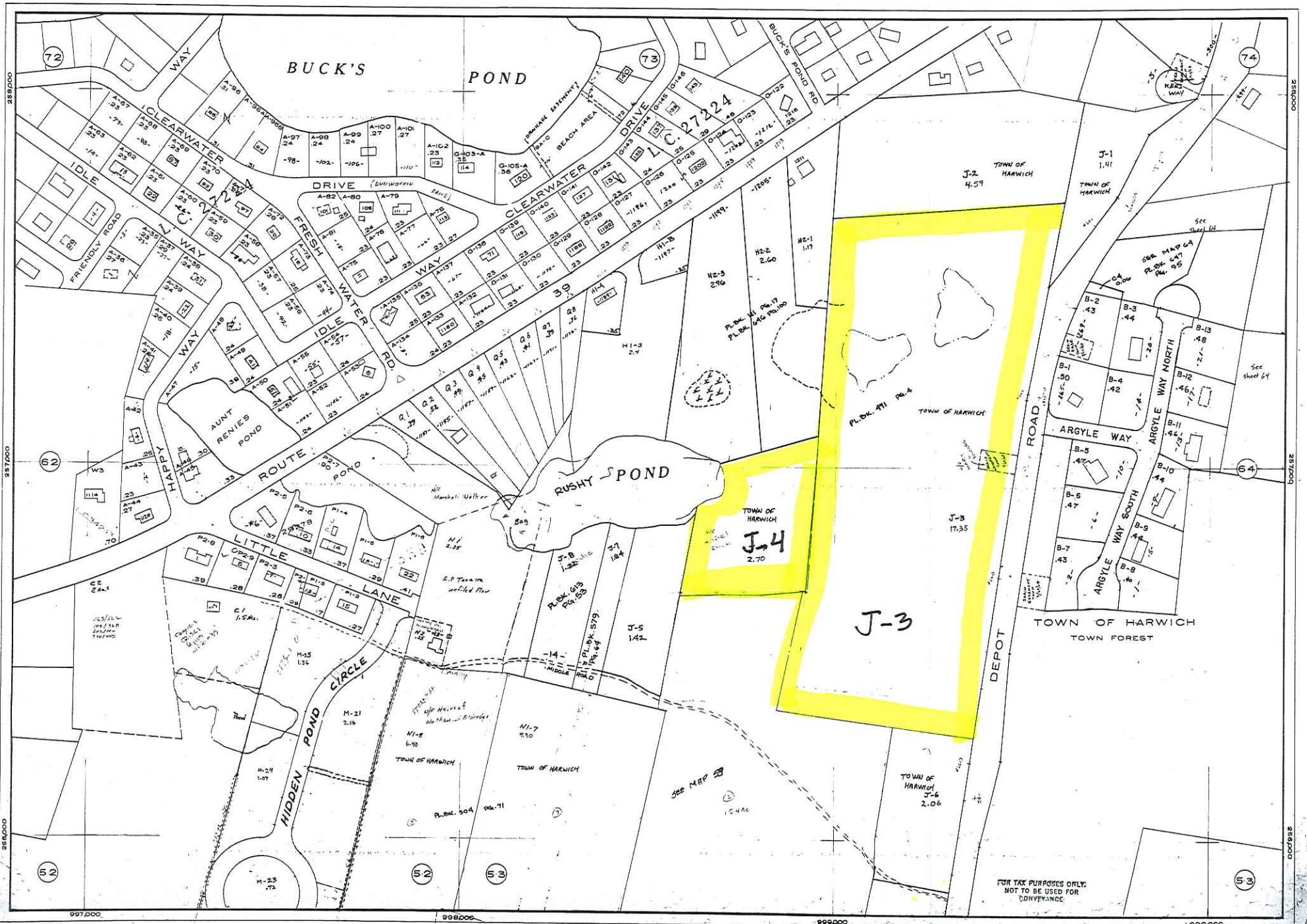
cc: Amy Usowski, Town of Harwich Conservation Agent
Conservation Commission
Chris Clark, Town Administrator





PHOTAC FIELD CHECKED DECEMBER 1982

FOR TAX PURPOSES ONLY,
NOT TO BE USED FOR
CONVEYANCE



FOR TAX PURPOSES ONLY.
NOT TO BE USED FOR
CONVEYANCE

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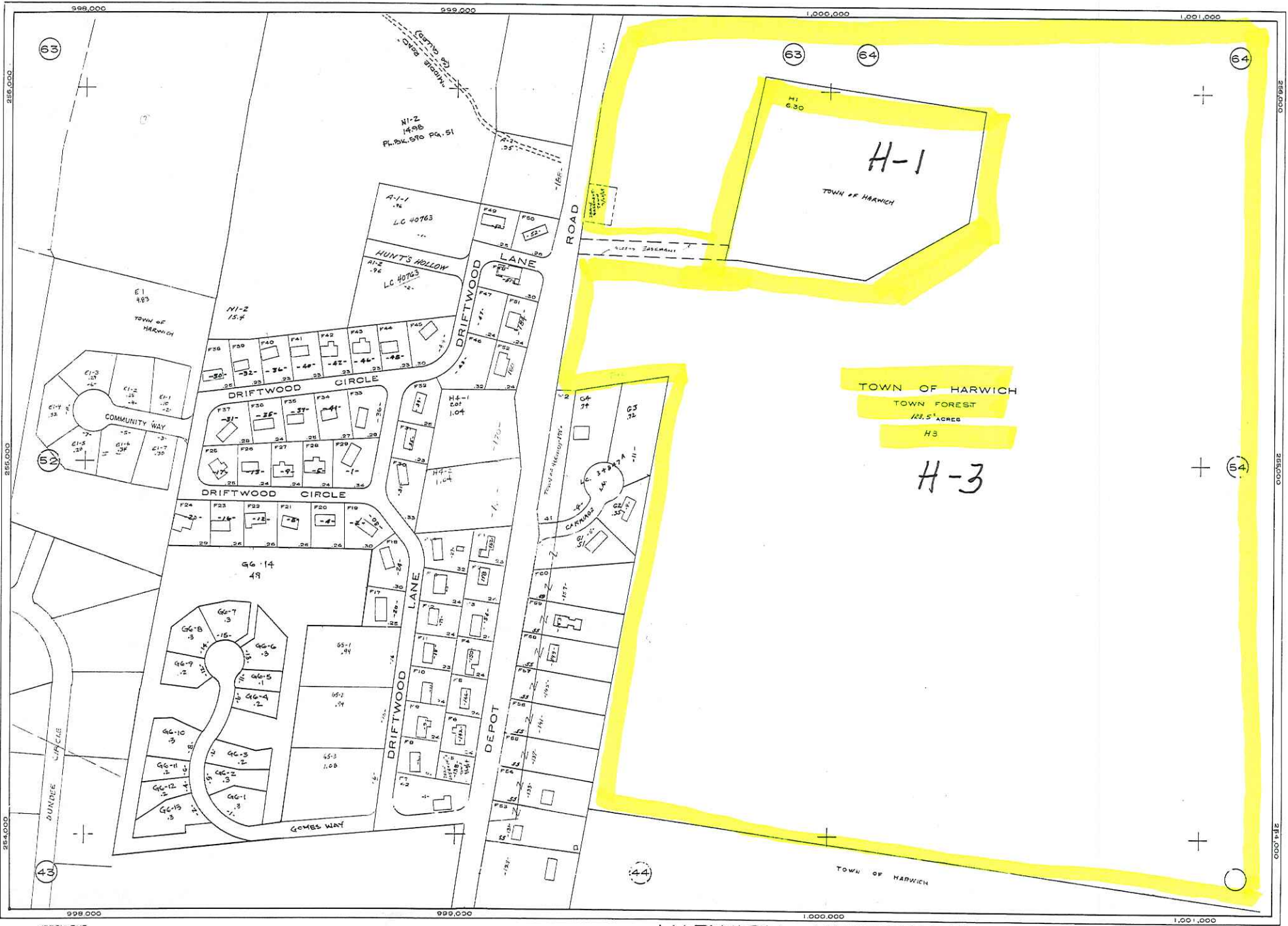
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63

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62

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43

44

64

N1-2
1498
PL. No. 570 Pa. 51

A-1-1
LC 40763

HUNT'S HOLLOW
LC 40763

N1-2
157

E1
483
TOWN OF HARWICH

COMMUNITY WAY

DRIFTWOOD CIRCLE

DRIFTWOOD CIRCLE

96-14
49

96-8
96-9
96-10
96-11
96-12
96-13
96-15

95-1
95-2
95-3

GOMES WAY

DRIFTWOOD LANE

DEPOT

ROAD

ROAD

ROAD

TOWN OF HARWICH
TOWN FOREST
123.5 ACRES
H3

H-3

H-1
TOWN OF HARWICH

TOWN OF HARWICH

DRAFT

TOWN OF HARWICH PROCEDURE FOR REMOTE PARTICIPATION

Remote Meeting Participation is authorized by amended Open Meeting Law regulation and is available to all municipal Boards, Committees and Commissions in accordance with the Attorney General's CMR 29.10 issued on November 11, 2011 (see attached) and approved by a vote of the Board of Selectmen on December 12, 2011. The Board of Selectmen on January 9, 2012 further adopted these local procedures for remote participation so long as a quorum of the body, including the chair or, in the chair's absence, the person authorized to chair the meeting, shall be physically present at the meeting location.

- 1) The Town of Harwich will ~~limit~~ **allow** remote participation ~~to~~ **by** audio **and/or** **video** communication. ~~only~~
- 2) A member of a Board, Committee or Commission who cannot attend a meeting for one or more of the five permissible reasons, must notify the chair/ acting chair that they qualify for and wish to participate remotely, or acting chair if the chair is seeking remote participation, and the chair /acting chair shall notify the Information Technology Director for set up of the tele-conference ~~machine~~ **equipment** in a meeting room ~~with a phone jack~~ at least 24 hours prior to the scheduled meeting. (A cell phone with speaker phone or ~~voice skype~~ **audio or video** is an acceptable alternative technology but must be clearly audible to one another). **When video technology is in use, the remote participant shall be clearly visible to all persons present in the meeting location.**
- 3) Chair or Acting Chair shall identify for the record any or all remote participants at the start of the meeting.
- 4) To assure accurate votes taken during the meeting, the Chair shall specifically ask for the remote participant's vote.
- 5) The meeting minutes shall reflect the member who participated by remote access.
- 6) Members are allowed to participate remotely up to three times per calendar year. If circumstances warrant an extension longer than three remote participations per year, the Board of Selectmen must vote to grant such extension.
- 7) Remote participation shall be limited to two (2) members at any meeting.
- 8) Cost of remote participation shall be borne by the remotely participating member.

The five permissible reasons allowed for remote participation are:

- 1) Personal illness;
- 2) Personal disability;
- 3) Emergency;
- 4) Military service; or
- 5) Geographic distance

Adopted at a Public Meeting of the Board of Selectmen on January 9, 2012.
Amended May 23, 2016

HARWICH BOARD OF SELECTMEN POLICY DEVELOPMENT

It is the intent of the Board of Selectmen to develop policies and put them in writing so that they may serve as guidelines and goals for the successful and efficient functioning of the town government.

The Board considers policy development its chief function, along with providing the wherewithal such as personnel, buildings, material, and equipment of the successful administration, application, and execution of its policies.

It is the Board's intention that its policies serve as sources of information and guidance for all people who are interested in, or connected with government of the Town.

Changes in needs, conditions, purposes and objectives will require revisions, deletions, and additions to the policies of present and future Boards. The Board will welcome suggestions for ongoing policy development.

PRELIMINARY DEVELOPMENT OF POLICIES

Proposals regarding town government policies and operations may originate at any of several sources; a taxpayer, an employee, a member of the Board, the Town Administrator, a member of another board or committee, a consultant, a civic group, etc.

A careful and orderly process shall be used in examining such proposals prior to action upon them by the Board.

Final action on such proposals, whatever their source, shall be by the Board in accord with its policy on policy adoption. The Board shall take action on matters with due consideration for the recommendations presented to the Board by the Town Administrator, the relevant department head or committee.

POLICY ADOPTION

Adoption of new policies or changing existing policies is solely the responsibility of the Board.

Policies and policy revisions introduced shall not be adopted until a subsequent meeting. Thus, time shall be given to permit further study and also to give opportunity to interested parties to react. However, temporary approval may be granted by the Board in lieu of formal policy to meet emergency conditions or special events which will take place before formal action can be taken. Such temporary approval shall be by unanimous vote at a public meeting. In all other cases, the First Reading and Second Reading procedures shall be followed as noted herein.

First Reading

The First Reading is a general and wide-ranging discussion of the principles and scope of a draft policy brought before the Board of Selectmen. During the course of the first reading, the scope and purpose of a policy are the subject of debate. This stage is intended to serve as a detailed examination of the proposed policy and an opportunity for the Board members to offer possible amendments for consideration by the entire Board.

Any member of the Board may propose an amendment to the measure and may further respond to improvements suggested during the first reading debate, or to arguments submitted by outside parties. At the conclusion of the first reading, the Board of Selectmen may vote that the policy be forwarded to the second reading stage or to refer the matter to another venue for consideration prior to advancement.

Second Reading

Generally, the Second Reading brings a refined version of a policy before the Board for final consideration. The Second Reading is intended as a final discussion on the overall content of the amended policy.

During the course of the second reading, discussion and debate are limited only to minor amendments to individual clauses within a given policy and not, as noted above, the overall scope and purpose of the policy. If new amendments and clauses to a proposed policy are discussed and voted on, and if the overall scope and purpose of the policy have significantly changed as determined by a majority of the Board of Selectmen, the proposed policy may be reverted back to the First Reading stage for additional consideration. Any member of the Board of Selectmen may ask to vote whether or not a significant number of changes have occurred to warrant sending a proposed policy back to the First Reading stage. However; should any changes to the Second Reading document be made and so voted for inclusion by the Board, the final language should normally be referred to a subsequent meeting for a formal vote.

At the conclusion of discussion, and if no significant amendments have occurred which would otherwise preclude the proposed policy from being considered, the Board of Selectmen take a final vote on the proposed policy.

ADMINISTRATION IN POLICY ABSENCE

In cases when action must be taken within the town government where the Board has provided no guides for administrative action, the Town Administrator shall have the power to act.

His/her decisions, however, shall be subject to review by the Board at its next regular meeting. It shall be the duty of the Town Administrator to inform the board promptly of such action and of the need for policy.

SUSPENSION OF POLICIES

The operation of any section or sections of Board policies not established by law or contract may be temporarily suspended by a unanimous vote of the Board members present at any regular or special meeting.

HARWICH BOARD OF SELECTMEN

ADOPTED: September 12, 2005

Harwich, Massachusetts

AMENDED: N/A

OFFICE OF THE TOWN ADMINISTRATOR

Christopher Clark, *Town Administrator*


Phone (508) 430-7513

Fax (508) 432-5039

732 MAIN STREET, HARWICH, MA 02645



MEMO

To: Board of Selectmen 

From: Christopher Clark, Town Administrator

cc: Charleen Greenhalgh, Assistant Town Administrator

Re: Potential Reorganization Town Planner Position

Date: May 12, 2016

Our current Town Planner, David Spitz, has decided to retire effective July 8, 2016. I have as part of my practice as a Chief Administrative Officer always believed it makes sense to review the position upon pending vacancy for the opportunity to improve service delivery for the community. This is just such an occasion. I do wish to thank Mr. Spitz for his dedicated service and his high level of communications. I believe that it is during his term that he has expanded the role of the Town Planning Department that has led me to some of the recommendations that are listed below. As part of my due diligence deliberations, I have had a meeting with Jim Atkinson, the current Chair of the Planning Board along with Mr. Spitz and Charleen to discuss the transition and reorganization. Mr. Atkinson, with the assistance of Mr. Spitz, did submit three options for consideration: the first to retain independent Planning Department as it exists today, second to integrate the Department more fully into a Community Development Department, and third to consider a Regional Planning Department with the town of Chatham.

I do believe that the resources we currently dedicate for a Town Planner should be reconfigured to take into account that the actual duties currently consist of support to the Planning Board, planning support for zoning changes, regulatory reviews, Comprehensive Plan support and special projects which have included working on building revitalization of town assets and submission of various grants. Upon reflection, I would like to hopefully center our discussion on two options. The **first option** would be to continue Administration efforts to centralize Community Development efforts. Currently Community Development operates in five different areas: Building, Conservation, Engineering, Health and Planning primarily. We do not have a specific Community Development Director to oversee the efforts of these departments. It has been my intent since my arrival to work towards having more centralized control and coordination of these departments. I believe that having the current Assistant Town Administrator responsibilities include Community Development Director title and specifically to take on the role of Town Planner in addition. The Assistant Town Administrator position has been recently upgraded and I would not anticipate at this time that any additional salary adjustments would be necessary; as such, current duties would have to be adjusted to allow for additional time to be dedicated to Community Development and also resources be reallocated from the current salary of the Town Planner position into a full-time Assistant Town Planner who would perform the day-to-day functions of the Department such as those listed above. A second non-benefited part-time position of a confidential clerical nature would be

filled in Administration to perform some of the human resources functions and other administrative duties of staff to free up time for the Assistant Town Administrator to provide leadership and direction in a unified fashion to the five departments. This concept would envision completing reorganization with only minimal additional resources or ideally equal resources.

The **second option** would be to essentially maintain the status quo. The opportunity should be utilized to review the current job description and be sure to include elements such as grant writing, project management and special projects that have been performed by David.

I do believe that the recommendations above do take into account some of the thoughts and options for restructuring presented by David and Jim. I have not at this point had opportunity to have discussions with my counterpart in the town of Chatham to discuss any potential for a regional solution. I think this recommendation has some merit but I am not sure if the timing is right to be able to fully implement and vet out such an option in a timely fashion.

I do believe it is critical to have a discussion in regards to the current operation and its opportunity for improvement so that we can commence recruitment for a plan above. If the decision was made immediately it would still take time to complete an updated job description, advertisement and recruitment of a professional and adequate notice the professional to make the transition. In general, recruitments take 60 to 90 days to complete if straightforward. Therefore, I would implement effective July 1, 2016 that the Assistant Town Administrator will act as the Interim Town Planner until such time as the position or reorganization is fully implemented. The interim situation will create operational stress on Administration operational capabilities.

Options for Restructuring

Planning Function

Town of Harwich

Option 1 – Independent Planning Department (as exists today)

Structure: Independent Department as exists today answering to the Town Administrator

Staff: Town Planner (Senior Planner with Planning Degree, AICP Certification and at least 10 years experience)

Assistant Planner (Planning Degree and at least 5 years experience)

No Administrative Personnel – (Planners to do the administrative work)

Serves as staff to: Planning Board

Community Preservation Committee (assume \$25,000 CPC Funds)

Affordable Housing Committee

Function: Manages Comprehensive Planning Process

Staff to Planning Board for Regulatory Process

Manages the development of other Plans (ie: Community Preservation Plan, Housing Plan, Open Space and Recreation Plans) and assures compatibility with Comprehensive Plan.

Planning Support for Zoning Changes

Support for Implementation Efforts

Maintaining and Upgrading Planning Tools

Special Project to the Extent Time allows (e.g. Middle School, West Harwich Historic District)

Advantage: Easiest to Implement. Maintains and improves Status Quo.

Option 2 – Community Development Department

Structure: Community Development Department answering to the Town Administrator

Composed of: Planning Department
 Building Department
 Conservation Department
 Health Department

Staff: Community Development Director/Town Planner (Senior Planner with Planning Degree, AICP Certification and at least 10 years planning and Community Development experience)

Assistant Planner (Planning Degree and at least 5 years experience)

Building, Conservation and Health Departments staffed as exists today with the heads of those departments answering to the Community Development Director.

Administrative Staff maintained by sub-departments or pooled

Serves as staff to: Planning Board
 Community Preservation Committee (assume \$25,000 CPC Funds)
 Zoning Board of Appeals
 Conservation Commission
 Board of Health
 Historic Commission
 Affordable Housing Committee
 Real Estate and Open Space Committee

Planning Function:

Manages Comprehensive Planning Process

Staff to Planning Board for Regulatory Process

Manages the development of other Plans (ie: Community Preservation Plan, Housing Plan, Open Space and Recreation Plans) and assures compatibility with Comprehensive Plan.

Planning Support for Zoning Changes

Support for Implementation Efforts

Maintaining and Upgrading Planning Tools

Special Project to the Extent Time allows (ie: Middle School, West Harwich Historic District)

Functions of Building Department, Conservation Department and Health Department would remain as they are today.

Advantage: Improved coordination between town boards and departments dealing with the physical development of the town.

Option 3 – Regional Planning Department with the Town of Chatham

Structure: Needs Discussion with existing Chatham Planning Department

Staff: Senior Planner with Planning Degree, AICP Certification and at least 10 years experience to be added to Chatham Planning Department and supported by the Town of Harwich (pending additional discussions with Chatham Planning Department)

Serves as staff to: Harwich Planning Board (the Planning Boards of the two towns would have to remain independent)

Other Boards as deemed appropriate and agreed to by Chatham

Function: (to be discussed with Chatham)

Manages Comprehensive Planning Process

Staff to Planning Board for Regulatory Process

Manages the development of other Plans (ie: Community Preservation Plan, Housing Plan, Open Space and Recreation Plans) and assures compatibility with Comprehensive Plan.

Planning Support for Zoning Changes

Support for Implementation Efforts

Maintaining and Upgrading Planning Tools

Advantage: Most cost effective alternative

COUNTY OF BARNSTABLE

PURCHASING

DEPARTMENT OF FINANCE

SUPERIOR COURT HOUSE

P.O. BOX 427

BARNSTABLE, MASSACHUSETTS 02630

Phone: (508) 375-6637

Fax: (508) 362-4136

Email:

edavis@barnstablecounty.org

Elaine Davis
Chief Procurement Officer

April 12, 2016

MEMORANDUM

TO: County Commissioners

FROM: Elaine Davis, Chief Procurement Officer

RE: Supply and Delivery of Fuel Oil to Towns in Barnstable County

Barnstable County issued an Invitation for Bids for the Supply and Delivery of Fuel Oil to Barnstable County and other Political Subdivisions for the period of July 1, 2016 through June 30, 2017 with the option to renew for one additional year.

Please award the bids to Peterson Oil and MJT Enterprises dba Cape Cod Oil as highlighted on the attached spreadsheet.

Thank you.

County Commissioners:



Sheila Lyons



Mary Pat Flynn



Leo Cakounes

4-20-16

Date

**ATTACHMENT C
BARNSTABLE COUNTY
FUEL OIL BID SHEET FY 2017**

State agencies and political subdivisions are specifically exempt from state sales tax and exempt from all federal taxes. The prices quoted shall be exclusive of said taxes and the oil spill prevention fee.

#2 TANK WAGON DELIVERIES – BID AS A FIXED PRICE

Section	MJT	Peterson Oil
1. Barnstable County Hospital		1.59
3. Brewster		1.59
4. Cape Cod Collaborative		1.59
5. Courthouses & County Complex		1.59
6. Dennis/Yarmouth School District		1.59
7. Falmouth		1.59
8. Fire Training Academy		1.59
9. Harwich		1.59
10. Hyannis Public Library		1.59
11. LeHac House		1.59
12. Nauset Regional School District		1.59
13. Orleans		1.59
15. Wellfleet		1.59

#2 TANK WAGON DELIVERIES – BID AS OEP

SECTION		
16. Truro	.19	.18