

**MINUTES
SELECTMEN'S MEETING
GRIFFIN ROOM, TOWN HALL
MONDAY, JANUARY 30, 2017
5:45 P.M.**

APPROVED

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

OTHERS PRESENT: Town Administrator Christopher Clark, Assistant Town Administrator Charleen Greenhalgh, Alyxandra Sabatino, Linda Cebula, James Atkinson, Julie Eldredge, Eric Eldredge, Bob MacCready, Sharon Pflieger, John Stewart, Sarah Peake, Joe MacParland, Brooke Williams, Arthur Bodin, Sharon Stout, Terry Russell, Robert Sanborn, Supt. Carpenter, Katie Isernio, Mary Maslowski, John Chorey, Larry Ballantine, Jack Brown, Ed McManus, Laurie Gillespie-Lee, Mark Ameres, and others.

MEETING CALLED TO ORDER at 5:45 p.m. by Chairman MacAskill.

JOINT MEETING WITH SELECTMEN/PLANNING BOARD – Housing Production Plan – Karen Sunnarborg

Chairman MacAskill introduced consultant Karen Sunnarborg who provided a presentation of the Housing Production Plan (see attached). Questions and comments were taken from Sharon Pflieger, Jay Coburn – Executive Director of Community Development Partnership, Brooke Williams, and Arthur Bodin – Harwich Housing Chair. The Chair stated that the Board would have this item on their agenda in the next couple of weeks.

PUBLIC COMMENT/ANNOUNCEMENTS

A. Update from Representative Sarah Peake

Representative Peake reported that they have filed the Senior Exemption bill which was voted at Town Meeting. She noted that it is a House bill sponsored by Senator Cyr and will probably go to the Revenue Committee. She stated that it currently has a docket number and will eventually get a bill number. She said she would notify the Town Administrator when it goes to a hearing. Representative Peake also reported that in June the Governor signed into law our bill amending the Town Charter to give the Library Trustees greater hiring and appointing authority. She noted that she, Senator Cyr, and Representative Tim Whelan sent a letter to the Department of Elementary and Secondary Education in opposition to the Sturgis Charter School's request for 50 additional pupils although the request was approved. She noted that the Governor released his House 1 budget which she highlighted as it relates to Harwich. She stated that she participated in a series of meetings with working groups at the Cape Cod Chamber regarding wastewater funding and planning and the cost of the 208 Plan which she said she does not think we can pay for out of our real property tax base. She said they are kicking around a proposal to earmark some of the state share of the room occupancy tax to pay for it. She noted that the Governor, Senate President and Speaker are talking about identifying issues with regard to expanding the room occupancy definition and expect a bill in the next month with regard to room rental tax. She said she is

working closely with Congressman Keating's office regarding dredging in Harwich. She took questions and comments from the Board with regard to wastewater and dredging issues.

CONSENT AGENDA

- A. Authorize the Chairman to sign the Application for Building Official Certification for Raymond Chesley
- B. Approve appointments as recommended by the Interview/Nominations Subcommittee
- C. Approve the final draft of the CVEC Agreement with the Water Department

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

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

- A. National Grid project update – Phase 1 beginning early February

Bill Ciocca, Community Liaison for the project provided the attached information to the Board regarding the Easter Segment Main Replacement Project which he noted goes from Queen Anne Road/Route 39 to Church Street, a total of 1.6 miles, and is the first phase of the Mid Cape replacement project. He noted that the project starts on February 6th and they are keeping in constant contact with DPW and the Police Department.

Brad Wheeler, Project Manager, provided background information on contractor, AGI Construction, who he noted was awarded the construction contract. He said there will be one week of night work followed by daily work hours from 7 am to 5 pm. He noted that the work will start at Route 137 and the project will take 14-16 weeks to complete.

Mr. Ciocca reported that a letter will be going out to every resident along the route and they will be handing out flyers to businesses. He stressed that there will be one lane open at all times.

- B. Board of Selectmen and Finance Committee to discuss the first draft Budget with Monomoy Regional School District and Cape Cod Tech

Supt. Carpenter and School Business Manager Katie Iernio of Monomoy Regional School District provided their budget presentation to a joint meeting of the Selectmen and Finance Committee and took questions and comments from the boards.

Supt. Sanborn of Cape Cod Regional Technical High School provided his budget presentation to a joint meeting of the Selectmen and Finance Committee and took questions and comments from the boards.

OLD BUSINESS

- A. Action Item Register

Ms. Greenhalgh noted that the updates to the document are highlighted in yellow. There was no discussion on this item.

B. Final draft of the Wastewater Information Guide

Mr. Hughes stated that at last week's meeting it was agreed to have Mr. Young of CDM Smith incorporate the Board's comments into the document but that has not been done. Mr. Clark agreed to coordinate this with Mr. Young and Ms. Pflieger asked to be present if Mr. Clark met with Mr. Young to discuss the changes.

NEW BUSINESS

A. Community Preservation Committee review of applications and potential warrant articles

Mr. MacCready, Chair of the Community Preservation Committee, provided a history of the establishment of the committee as well as the membership make-up, purpose of the committee, and application process. He reported that this year they voted to support five applications totaling roughly \$250,000 which include Phase 4 Brooks Park renovation, adding 1 dozen fitness stations behind the Community Center, replacing the irrigation system at Whitehouse Field, replacing fencing at Evergreen Cemetery, and chimney restoration work at Chase Library. Mr. MacCready took questions from Chairman MacAskill regarding the application process.

B. Historic District/Historical Commission – Brooks Free Library color change

Mr. Clark stated that when the Facilities Maintenance Manager, Mr. Libby, attended the Historic District Committee meeting a couple of weeks ago to make the request, he explained that it was the intent of the Board of Selectmen and Library Trustees to keep the building white and after extensive discussion Mr. Libby was asked to come back. He was asked to do a color analysis to determine the color of the building when it was constructed and Mr. Libby did so and provided the information as such. Mr. Clark stated that since we only have money to paint a portion of the building, it doesn't make sense to change the color if it is only one-third of the building so he reached out to the Town Attorney who responded that if the owner wanted to change the color he should have filed a Certificate of Appropriateness and if the owner wanted to keep the color, the standard would be to file a Certificate of Non-Applicability. Mr. Clark stated that he would like to have Mr. Libby go back to the committee and say that if we should have filed a Certificate of Non-Applicability, we can make that adjustment in order to move forward with the project. Mr. Hughes stated that it was never the Board's intention to change the color of the building and Ms. Kavanagh said it was clear that the Trustees wanted it white.

C. Legalized Marijuana – initial discussion and election results

Mr. Clark explained that West Bridgewater did a temporary moratorium on legalized marijuana to allow them to do their zoning appropriately and it would make sense for us to consider this now. Ms. Brown asked for more information and also wanted to compare and contrast this with the liquor regulations. Mr. Hughes asked for a timeline for how quickly we have to do something. Chairman MacAskill stated that he has done some research on this and stressed the need to look at

what this means to law enforcement. He suggested bringing this back with more information including a timeline and input from the Police Chief. Ms. Greenhalgh clarified the Planning Board's process for the article.

D. Cost benefit of attending the MMA Annual Meeting/Trade Show

Ms. Brown said she was really taken aback by how much it cost per person and how much it costs the Town to attend the annual trade show. She commented that they can do a better job sharing information or have a limited number of people attend who would then report back. Mr. LaMantia stated that they used to divide up and go to different events. Mr. Hughes stated that there is a budget for this and they need to live within it. He encouraged the sharing of information. Chairman MacAskill suggested that Ms. Brown come up with a policy on this and she agreed.

TOWN ADMINISTRATOR'S REPORT

Mr. Clark reported on the status of the Library generator, recruitment of the Finance Director, and health insurance increases as well as concerns about the Cape Cod Municipal Health Group's low reserve funds.

ADJOURNMENT

Ms. Brown moved to adjourn at 9:48 p.m. Mr. LaMantia seconded the motion and the motion carried by a unanimous vote.

Respectfully submitted,

Ann Steidel
Recording Secretary

HARWICH HOUSING PRODUCTION PLAN

Harwich Housing Plan Work Group

Linda Cebula, Harwich Planning
Bd.

Julia Eldredge, Harwich Housing
Committee

Charleen Greenhalgh, Asst. Town
Admin.

Cindi Maule, Harwich Community
Preservation Committee

John Stewart, Harwich Housing
Authority

Karen Sunnarborg, Consultant



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Housing Plan Benefits

- Provides opportunities for greater local control over housing development
- Serves as a blueprint for promoting housing diversity -- toolbox
- Offers information to the community on the status of housing including market conditions and how it affects local residents
- Provides information to non-profit and for profit developers on housing needs and priorities in Harwich

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Housing Plan Benefits

- Assists the Community Preservation Committee in making funding decisions
- Assists the Housing Committee in promoting affordable housing
- Offers greater accountability and transparency regarding local initiatives
- Promotes greater compatibility with other Town endeavors (Planning, Open Space, Conservation, etc.)
- Serves as a comprehensive housing resource

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Housing Goals

- Promote the annual development of affordable housing, striving to produce 33 units/year, approximately 80% of which will be rental housing
- Promote the development of funding sources and income streams to support affordable housing development
- Remove barriers to affordable housing in Town by-laws and other regulations

(Updated from 2003 Housing Strategy and 2009 Housing Production Plan)

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What is Affordable Housing?

Affordable housing:

- Deed restricted
- Affirmatively marketed
- Available to households earning at or below 80% of area median income with housing costs of no more than 30% of income.

Community housing:

- Affordable to households earning at or below 100% of area median income.

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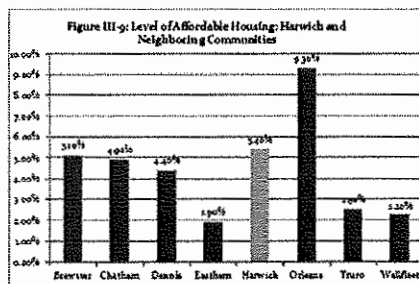
What housing is “affordable” in Harwich?

- Of the 6,121 year-round housing units,* 333 units or 5.4% are currently considered affordable by the state, up from 261 units and 4.5% in 2009.
- Another 2 units should be added soon.
- Gap of about 277 units to meet the 10% state target based on existing stock.
- The number of affordable units needed will increase over time based on housing growth.
- Annual housing production goals of 33 units/year.

Sources: State Subsidized Housing Inventory report, * 2010 US Census (ownership and rental)

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Level of Affordable Housing: Harwich and Its Neighbors



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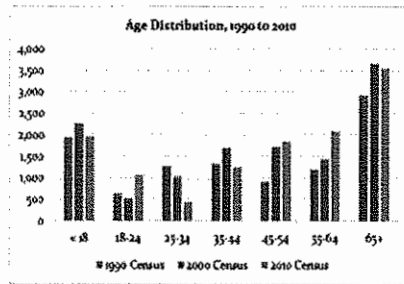
Notable Demographic Changes

- Recent small population losses to 12,205 residents by 2014.
- MAPC projections suggest increase to 13,445 residents by 2030. State Data Center estimates further losses to 11,679.
- Fewer children – those under age 20 are expected to decrease from 17.9% in 2010 to 14% by 2030, from more than ¼ of the population in 1980.
- Growth in smaller non-family households.
- 20% of households involved those 65+ living alone.
- Those 65+ increased by 21% between 1990 and 2010 and are expected to increase by another 42% by 2030.

Sources: Census data, MAPC and State Data Center projections

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Demographic Shifts



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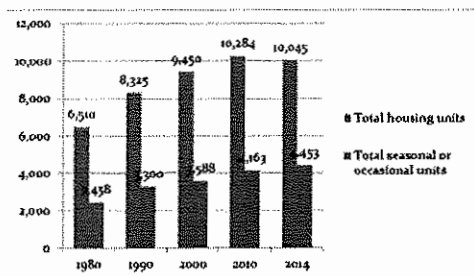
Notable Housing Changes

- While Harwich's population grew by 36% between 1980 and 2010, housing units increased by 58%, largely fueled by the seasonal and second home markets.
- In 2000 there were 2,306 owner-occupied units valued below \$200,000 (57%), down to 294 units (6.7%) by 2014.
- Median single-family home price of \$350,000 as of 8/2016, down from \$385,000 in 2006.
- Median rents have increased from \$293 in 1980 to \$708 in 2000 and \$1,161 in 2014.

Sources: Census data and Banker & Tradesman from The Warren Group

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Changes in Seasonal and Year-round Units



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Harwich Households with Limited Incomes = Need Subsidized Rental Units

- In 2014, 17.2% of households had incomes below \$25,000.
- In 2014, 891 residents and 123 families lived in poverty, up from 668 individuals and 103 families in 2000.
- About 46% of households could have qualified for housing assistance based on a 2013 HUD report (not accounting for financial assets), up from 40% in 2000.
- Median incomes rose by 62% between 2010 and 2014, higher than the 42% rate of inflation.
- High market rents of about \$1,300 requires income of an estimated \$59,000. Median income of renter households of \$43,679
- 43% of renters earning at or below 80% AMI were spending more than half their income on housing costs.

Sources: Census data and American Community Survey 5-Year Estimates 2010-2014

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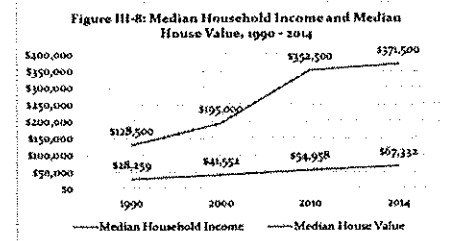
Need for Affordable Homeownership

- Borrowing power of the average household based on the 2014 median income of \$67,332 = \$272,000.
- Median house price as of 8/2016 = \$350,000 requires income of approximately \$79,500 – not affordable to most local year-round households.
- The *affordability gap* = \$78,000 – the difference between a median priced home and what a median income household can afford.
- Gap widens to \$93,500 for a household of 3 earning at 80% AMI.
- Condos more affordable with almost 2/3 affordable to median income earning households.

Sources: Banker & Tradesman, Multiple Listing Service data.

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Incomes have not kept pace with home prices



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Special Needs Households = Need for Accessible Units and Supportive Services

- Higher level of seniors than Barnstable County and about twice the state level – rapidly growing segment of the population.
- 14.4% claimed a disability in 2014, up from 9.3% in 2000, and high in comparison to 11.3% for the state.
- There are no affordable assisted living units in Harwich.
- There are very few handicapped accessible units in subsidized housing.

Sources: Census data and Harwich Council on Aging

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Priority Housing Needs/Goals

Type of Housing	Seniors/ Individuals 1 bedroom @40%	Small families/2 bedrooms @50%	Large families/3 bedrooms @10%	Total
Rental @ 80%	50	62	12	124
Ownership @ 20%	12	16	3	31
Total	62	78	15	155
Special Needs	(12) 20%	(8) 10%	(2) 10%	(22) 14%

Capacity Building Strategies

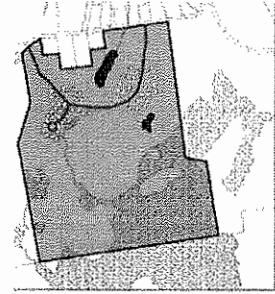


- Conduct ongoing community education
- Hire a part-time Housing Coordinator

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Zoning Strategies

- Integrate affordable housing in OSRD bylaw (cluster development)
- Promote affordable housing in mixed-use development
- Modify accessory apartment by-law



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Zoning Strategies

- Adopt inclusionary zoning
- Update local LIP regulations and procedures
- Adopt a motel conversion by-law



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Housing Production Strategies

- Continue to make suitable public property available for affordable housing
- Continue to partner with private developers
- Convert existing housing to affordability



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Housing Preservation and Assistance Strategies

- Monitor Subsidized Housing Inventory (SHI)
- Help qualifying residents access housing assistance



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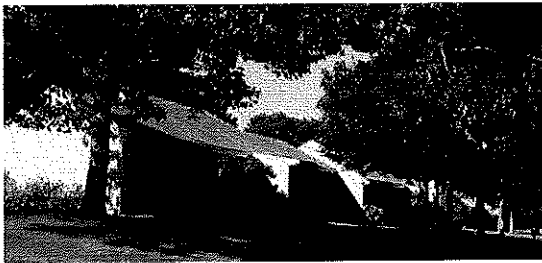
Next Steps



- Secure approvals from the Planning Board and Board of Selectmen
- Submit to the state
- Obtain state approval

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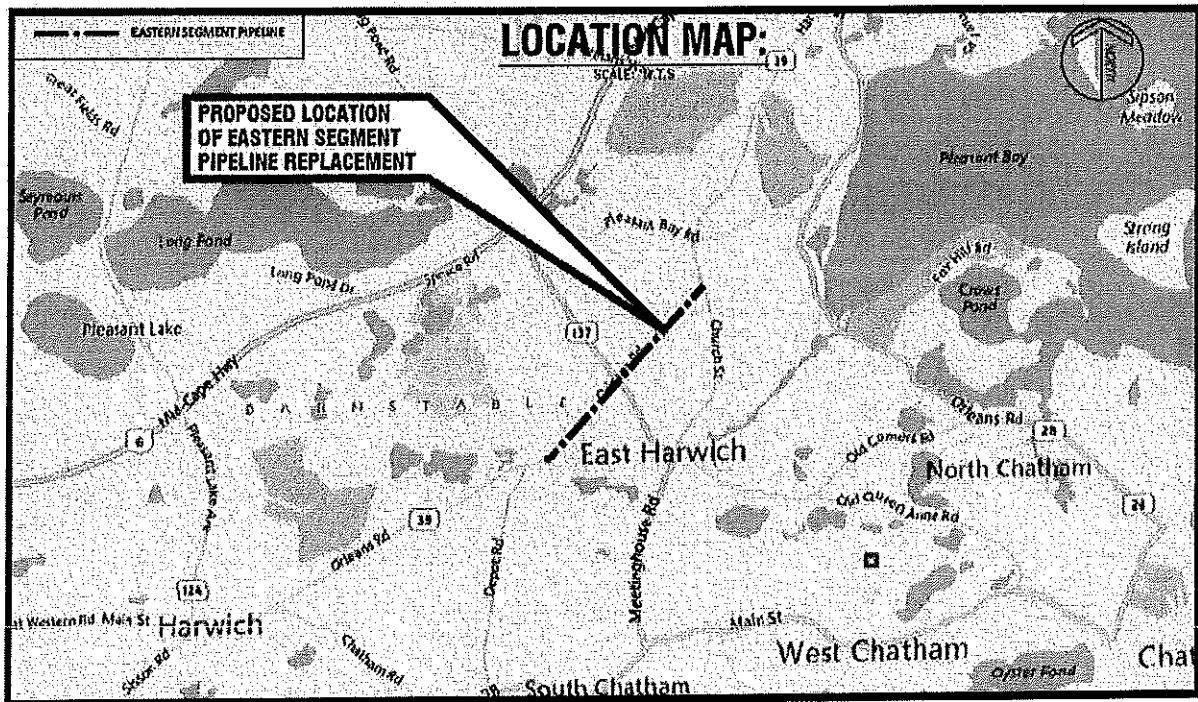
For more information, visit the Town's web site at <http://www.town.harwich.ma.us>



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Eastern Segment Main Replacement Project

- Project scope includes installing 1.6 miles of 12" coated steel main from the rotary at the intersection of Rte. 39 & Queen Anne Road to the intersection of Rte. 39 & Church Street in East Harwich
- Traffic management plans have been approved by the police department as well as other town departments
- The construction will start near the intersection of Rte. 39 & Rte. 137 on or about the week of February 6th. The total project duration is 14-16 weeks long, weather dependent.
- Traffic delays should be minimal in the area along the route and one lane of traffic will remain open at all times. Traffic control devices will be in place prior as well as used during the entire project duration
- Any detours will be coordinated with the Harwich Police Department





nationalgrid

THE ENERGY COMPANY

**We're upgrading the natural
gas main on your street.**

January 25, 2017

Dear Valued Customer and Harwich resident,

Energy plays a critical role in our day-to-day lives and ensures the well-being of our community. National Grid will soon be installing a new natural gas main in your area.

We will be working in your neighborhood

National Grid and AGI will be installing pipe from the Harwich rotary ending at Church St, Harwich Ma.

Date: On or about **February 6th 2017**

Completion time: Approximately **May 1, 2017**

Construction days and hours: **Monday thru Friday 7:00 a.m. to 5:00 p.m. (weather permitting)**

What you can expect

Typical natural gas main installation work includes:

Marking out of underground utilities within the project scope area (e.g., water, sewer, gas, electric, etc.)

Excavation of the street

Temporary or permanent restoration of disturbed areas in accordance with the town ordinance

During this project certain sections of the road might be closed during construction, with police details on site to direct traffic to detour routes and grant access to area residents. Certain residents' driveways may be blocked at some points during the project; we will work with these residents to give advance notice of our plans, minimize disruption and make accommodations for access.

Signs will be posted to inform residents and commuters of construction dates and times

Staging areas will be used for both Construction equipment and Materials.

Existing gas customers will not experience any interruption of service during construction.

We're here for you if you have any questions about the project. Please call Bill @ **508 760 7434** or **508 726 0197**. Thank you in advance for your patience as we complete this important project.

Sincerely,

William Ciocca
Community and Customer Management
National Grid



Related Documents - January 30, 2017 BOS Meeting

- 01 Agenda.pdf
- 02 Housing Production Plan.pdf
- 03 Appointments.pdf
- 04 National Grid Update.pdf
- 05 MRSD Draft Budget.pdf
- 06 Cape Cod Tech Draft Budget.pdf
- 07 Action Item Register.pdf
- 08 Community Preservation Applications.pdf
- 09 Historic - Painting of Brooks Library.pdf
- 10 Legalized Marijuana.pdf
- 11 Legalized Marijuana - Town Mtg Votes.pdf
- 12 Budget Warrant Timeline - upcoming.pdf