

SELECTMEN'S MEETING AGENDA*

Donn B. Griffin Room, Town Hall

732 Main Street, Harwich, MA

Executive Session 5:45 P.M.

Regular Meeting 6:00 P.M.

Monday, March 20, 2023

Remote Participation Optional:

Please join my meeting from your computer, tablet or smartphone.

<https://meet.goto.com/295574693>

You can also dial in using your phone.

Access Code: 295-574-693

United States: [+1 \(408\) 650-3123](tel:+14086503123)

**As required by Open Meeting Law, you are hereby informed that the Town will be video and audio taping as well as live broadcasting this public meeting. In addition, anyone in the audience who plans to video or audio tape this meeting must notify the Chairman prior to the start of the meeting.*

I. CALL TO ORDER

II. EXECUTIVE SESSION

- A. Pursuant to MGL c.30A section 21 (a)(3) to discuss with respect to collective bargaining for all town unions and the Chair has determined that open session would have a detrimental effect on the town's bargaining position; Police Patrol and Superior Police Unions

III. PLEDGE OF ALLEGIANCE

IV. PUBLIC COMMENTS/ANNOUNCEMENTS

- A. Committee Vacancies

V. CONSENT AGENDA

- A. Approve Board of Selectmen Meeting Minutes:
1. March 6, 2023
- B. Accept a gift from Team Bonding of three little libraries for the Community Center
- C. Vote to approve the buyback of vacation time for the Fire Chief per the Employment Agreement Section 7
- D. Approve Jennifer Harrington, Harwich Animal Control Officer as the Inspector of Animals
- E. Vote to approve the Assistant Town Administrator's recommendation to grant permission by NSTAR ELECTRIC COMPANY d/b/a EVERSOURCE ENERGY for the purpose of to install 90' +/- of 2-4" conduit which is necessary to provide service at Turtle Run Orleans Road.

VI. JOINT MEETING WITH THE BOARD OF SELECTMEN AND BOARD OF WATER/WASTEWATER COMMISSIONERS

- A. Fiscal Year 2024 Water/Wastewater Department Operating Budgets
- B. 2023 Annual Town Meeting Articles
- C. Water/Wastewater Department adds to staff

VII. NEW BUSINESS

- A. Discussion on Fiscal Year 2024 Department Operating Budgets
- B. Approve the proposed amendments to the Fiscal Year 2024 Personnel Bylaw Compensation/Classification Tables
- C. Vote to request Community Preservation Committee to reconsider their vote on dollar amount to go towards Harwich Affordable Housing Trust
- D. Vote to name Betty Clark MacLeay as the Reporter of the American Rescue Plan Act (ARPA) funds for the Town of Harwich
- E. 2023 Annual Town Meeting Warrant Articles:
1. Vote to place additional articles
2. Vote to support and recommend articles that have been placed
3. Discussion on additional material to be included in warrant
- F. Approve the following 2023 Seasonal on-premise liquor license renewals pending receipt of their 2023 Fire Inspection report:
1. AJG Corp d/b/a The Weatherdeck Restaurant – 168 Route 28
2. 554 Street Bar LLC d/b/a Three Monkeys – 554 Route 28
3. Mt Group LLC d/b/a Mad Minnow Bar and Kitchen – 554 Route 28
4. The Belmont Condominium Beach Club Corp. d/b/a The Beach – 1 Belmont Road
5. The Lucky Labrador Inc. d/b/a Perks – 545 Route 28
6. Wychmere Harbor Functions Lp d/b/a Wychmere Harbor Beach and Tennis Club – 23 Snow Inn Road

- G. Approve a 2023 Seasonal off-premise liquor license renewal for Maulik Corporation d/b/a Value Mart – 435 Route 28
- H. Approve the Change of Manager Application for Allen Harbor Yacht Club, Inc. d/b/a Allen Harbor Yacht Club – 371 Lower County Road
- I. Approve the following 2023 Seasonal Common Victaullers license renewals:
 - 1. AJG Corp d/b/a The Weatherdeck Restaurant – 168 Route 28
 - 2. Ashwood Food Services Inc. d/b/a Jake’s at Cranberry Valley – 183 Oak Street
 - 3. 554 Street Bar LLC d/b/a Three Monkeys – 554 Route 28
 - 4. Harwich Port Dairy Queen – 441 Route 28
 - 5. The Lucky Labrador Inc. d/b/a Perks – 545 Route 28
 - 6. Mt Group LLC d/b/a Mad Minnow Kitchen and Bar – 554 Route 28
 - 7. Pelham on Earle – 30 Earle Road
 - 8. Port Restaurant and Bar d/b/a The Port – 541 Route 28
 - 9. Wychmere Harbor Functions Lp d/b/a Wychmere Beach Club – 23 Snow Inn Road
- J. Approve the following Weekday and Sunday 2023 Seasonal Amusement license renewals:
 - 1. Hall Karts, Inc. – 9 Sisson Road – Amusement Type: Go Carts
 - 2. Harbor Glen Mini Golf – 168 Route 28 – Amusement Type: Mini Golf
- K. Approve the 2023 Innholders license renewal for Pelham on Earle – 30 Earle Road
- L. Approve the following 2023 Weekday and Sunday Entertainment License renewals:
 - 1. The Lucky Labrador Inc. d/b/a Perks – 545 Route 28
2023 Request
Weekday: 12:00 p.m. to 12:00 a.m. inside & 11:30 a.m. to 10:00 p.m. outside
 Jukebox, radio, television, dancing by patrons & live performers, live/recorded music, amplification
Sunday: 1:00 p.m. to 12:00 a.m. inside – Ambient music, television
 6:00 p.m. to 10:00 p.m. outside – Jukebox, radio, television, live/recorded music, amplification, dancing
 3:00 p.m. to 12:00 a.m. inside – Jukebox, radio, television, radio, live/recorded music, amplification, dancing
 - 2. Port Restaurant and Bar d/b/a The Port – 541 Route 28
2023 Request
Weekday: 11:00 a.m. to 12:00 a.m. inside & 11:00 a.m. to 10:00 p.m. outside
 Jukebox, radio, television, dancing by patrons & live performers, live/recorded music, amplification
Sunday: 1:00 p.m. to 1:00 a.m. inside & 1:00 p.m. to 10:00 p.m. outside
 Jukebox, radio, television, dancing by patrons & live performers, live/recorded music, amplification
 - 3. Wychmere Harbor Functions Lp d/b/a Wychmere Beach Club – 23 Snow Inn Road
2023 Request
Weekday: 11:00 a.m. to 1:00 a.m. inside & 11:00 a.m. to 10:00 a.m. outside
 Dancing by patrons & live performers, Live/Recorded Music, Amplification
Sunday: 11:00 a.m. to 1:00 a.m. inside & 11:00 a.m. to 10:00 p.m. outside
 Dancing by patrons & live performers, live/recorded music, amplification
- M. Approve the temporary closure of WFS Restaurant Group d/b/a Red River BBQ located at 787 Route 28
- N. Approve a Special Permit request for One day Entertainment – Harwich Conservation Trust – Event on May 13, 2023, 9:00 a.m. to 12:00 p.m., at 10 Headwaters Drive – Recorded/live music, amplification
- O. Approve a Special Permit request for a One Day Wines and Malt liquor license – Hairworks – Event on April 2, 2023, 3:00 p.m. to 7:00 p.m., at 119 Route 137
- P. Approve a New 2023 Seasonal Entertainment License for Pelham On Earle Operating LLC d/b/a Pelham on Earle – 30 Earle Road
Weekday: 9:00 a.m. to 10:00 p.m. inside & outside
 Jukebox, Radio, Television, Dancing by patrons & live performers, Live/recorded music, amplification
Sunday: 9:00 a.m. to 10:00 p.m. inside & outside
 Jukebox, Radio, Television, Dancing by patrons & live performers, Live/recorded music, amplification

VIII. **OLD BUSINESS**

- A. Discussion on charter change recommendations from the Bylaw/Charter Review Committee; Votes may be taken

IX. **TOWN ADMINISTRATOR’S REPORT**

X. **SELECTMEN’S REPORT**

XI. **CORRESPONDENCE**

XII. 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:

Danielle Freiner, Executive Assistant

Posted by: _____
Town Clerk

Date: _____
March 16, 2023

PUBLIC
COMMENTS /
ANNOUNCEMENTS

**Town of Harwich
Board of Selectmen Committee Vacancies
March 16, 2023**

Agricultural Commission (3 Full / 1 Alternate)	4
Capital Outlay Committee (Board of Selectmen/Town Administrator Appointee)	2
Community Center Facilities Committee	1
Conservation Commission (1 Alternate)	1
Council on Aging	2
Harwich Accessibility Rights Committee (2 Alternate)	2
Harwich Cultural Council	1
Harwich Energy and Climate Action Committee (2 Alternate)	2
Harwich Housing Committee	1
Historic District/Historical Commission (2 Full Member - 1 Associate Members)	3
Planning Committee - (1 Alternate)	1
Real Estate and Open Space Committee	1
Voter Information Committee	3
Youth Services (1 Full/1 Alternate)	2
Zoning Board of Appeals (2 Alternate)	2

Citizen's Committee Vacancy Forms are available on our website

CONSENT AGENDA

**SELECTMEN'S MEETING
TOWN HALL
MONDAY, MARCH 6, 2023
5:30 P.M.- EXECUTIVE SESSION
6:00 P.M. - REGULAR MEETING
REMOTE PARTICIPATION OPTIONAL**

SELECTMEN PARTICIPATING: Michael MacAskill, Donald Howell, Larry Ballantine, Mary Anderson (present remotely) & Julie Kavanagh

ALSO PARTICIPATING: Joseph F. Powers

CALL TO ORDER

Mr. MacAskill called the meeting to order at 5:30 p.m.

(Vote to enter into executive session was not on video recording)

EXECUTIVE SESSION

- A. Pursuant to G.L. c. 30A, sec. 21(a)(2) to conduct strategy sessions in preparation for negotiations with all non-union personnel including those with employment agreements: Finance Director, Chief of Police, Fire Chief and Town Administrator
- B. Pursuant to MGL c.30A section 21 (a)(3) to discuss with respect to collective bargaining for all town unions and the Chair has determined that open session would have a detrimental effect on the town's bargaining position; Harwich Maintenance Employee Association (HMEA)

Mr. MacAskill called the meeting back to order following executive session. He reported that the town did agree on a contract with HMEA which finishes 6 out of our 8 contracts.

PUBLIC COMMENTS/ANNOUNCEMENTS

Harwich Chamber of Commerce Executive Director Cyndi Williams was present and announced the 2nd housing huddle for Harwich. The even will be held at the 204 Sisson Road building from 6:00 p.m. – 7:30 p.m. in the auditorium. Ms. Williams also announced an upcoming BBQ competition with local Harwich restaurants that will be held at the Harwich Community Center. Additional information can found at harwichcc.com

Director of Cultural Affairs Kara Mewhinney was present and announced an upcoming concert at the 204 Sisson Road building which is being sponsored by the Harwich Cranberry Festival. The concert will be held on March 18, 2023 at 7:00 p.m. in the auditorium and tickets are still available. Harwich is currently accepting applications for the Seaside Marketplace. Ms. Mewhinney announced that there is still a call for art for the community art show that will be held

on April 29th. She welcomed any Harwich residents in any medium to submit a piece of their work.

Harwich Cultural Council Chair Bernadette Waystack was present and announced a community input form that will be held on March 18, 2023 at 2:00 p.m. in the library meeting room at the 204 Sisson Road building. The purpose of the forum will be to gather input from the community about what they would like to see in terms of how we craft or revise our criteria for grants funding. Surveys can also be found at Brooks Free Library, Harwich Chamber of Commerce, 204 Sisson Road building, Harwich Community center or at <https://www.harwich-ma.gov/cultural-council/events/332886>

Carole Ridley was present to share news about a new six ponds resource management initiative which is a new community based planning effort sponsored by Harwich Conservation Trust. This initiative will try and deepen the understanding on how we can safeguard resources in this area. A lot has occurred over the past few decades and this will help gather data and deepen our understanding of resource conditions and what we can do through community engagement to develop management strategies to be sure that this area is protected. This Saturday there will be an open to the public event at 1:00 p.m. to learn more at the the initiative. More information can be found at harwichconservationtrust.org. Ms. Ridley also commented that she feels that it would not be appropriate at this time to have any further discussions on relaxing regulations regarding accessory dwelling units in the six ponds district. She urged the Board to give the discussion careful consideration and added that any decisions about this area really need to be science based.

A. Committee Vacancies

Ms. Kavanagh read the list of existing committee vacancies. Citizen interest forms can be submitted to the Town Administrator's office.

B. Update from Elizabeth Harder, Harwich Delegate, Barnstable County Assembly of Delegates

Elizabeth Harder was present and stated that after paying dues for a couple of years, she is now the Vice Chair of the Public Services Subcommittee and is also serving on the Economic Affairs Committee, Health and Human Services Committee and the Telecommunications and Energy Committee. Starting with telecommunications, the Cape Cod Commission is doing a broadband access study which is about digital equity. The hope is that additional information will be available in spring/summer. Ms. Harder learned that if you go to fcc.gov/acp people can apply for help if you need assistance paying your bills for broadband. In other news, the Aquifund is now up and running, which was previously known as the septic loan program. This program is for residents that are told that they need to hook into the sewer system, or upgrade their septic systems to include innovative/alternative technology. Program information can be found at <https://www.capecod.gov/departments/health-environment/programs-services/water-and-wastewater/community-septic-management-loan-program-csmlp/>

Ms. Harder went on to say that the Public Services Committee is doing a deep dive in the dredge because it has had problems in the past. We need to make sure that it is healthy and whole because what the dredge offers to the towns at a discount is so necessary to everyone the Cape.

In response to Ms. Ridley's comments, Ms. Harder stated that there are 2 other studies being done, one of which is a freshwater pond initiative and the other is a comprehensive housing study. The fresh water pond initiative will help with water shed areas and local ponds on pollution and education and possibly ideas about zoning. The million dollars that was given for the housing study was to set up something not unlike the 208 plan to help with ideas and examples of how to move forward with zoning and bylaw changes for things like accessory dwelling units. This study should be completed by mid-summer. Ms. Harder stated that she can be reached at elizabeth.harder@capecod.gov if anyone would like to contact her.

CONSENT AGENDA

- A. Accept the following committee resignations effective immediately:
 - 1. William E Stoltz, Planning Board
 - 2. James Managan, Council on Aging
 - 3. Joseph Beasley, Zoning Board of Appeals
- B. Approve Board of Selectmen Meeting Minutes:
 - 1. February 21, 2023

Mr. Howell moved to approve the consent agenda as presented, 2nd by Ms. Kavanagh and approved 4-0-0.

NEW BUSINESS

- A. Discussion on possible uses and Requests for Proposals (RFP) for 204 Sisson Road including, but not limited to:
 - 1. Update from Director of Cultural Affairs on operational status including, but not limited to events, floor plans, building opportunities etc.

Kara Mewhinney was present to provide an over report of the 204 Sisson Road building and what it could be for the Town of Harwich. It wasn't long after she began began that she saw the vision was already existing in the town and the story was just left untold. The 204 was never given the chance for the community to see what it started as and what it has evolved into. It is with no doubt that the facility grows daily through programming and community engagement. The inspiration starts the moment you walk through the front door. The many artists, creatives, and makers began to develop the cultural community back when they set up shop. Classes were implemented, open houses held, community stakeholders began hosting events and programs were developed. That has not changed.

The concept she is speaking to tonight for the facility is so that we can create a simple understanding of what the building is so that for Marketing and Branding purposes so that we are able to market the facility which will allow us the opportunity to tell the story, prioritize what is taking place, and place further development into the future program possibilities. This will also

help us in navigating the future and understanding for Facilities Management requests along with the Operational oversight of the building.

The concept of developing our basic building blocks and foundation will support years of evolved programming and expansion in many areas. We have a variety of resources that can serve the community through within enhanced or newly developed programs such as the Culinary Arts Program with the support of Café 204 for example we can create a community gathering location for folks to grab a coffee, tea, pastry or even just come in to have a seat and gather it would serve for a municipal lunch program and catering options available for rentals. The expansion of the culinary arts program will lead into offerings for youth to active older adults and serve as an internship location for the youth and school partners. The growth of this program can lead into a general education and nutrition program as well as a farm to table concept of growing and caring for your own food and how to use that in your dishes. Another program that can start and grow is our Creative Art Therapy Program with two important sections one first and foremost focused on Veterans and Military families the other focused on Youth. Through the Veteran program there is opportunity for federal funding. Through Creative Art therapy and Expressive Art we can engage communities in ways we never imagined before. We have many talented artists at the 204 currently that have success with working with individuals with disabilities and juveniles at risk. These program extensions will allow the chance to cast our net on broader group to benefit. Our general Arts education and Cultural Programs through our tenants and community members will continue to expand as we network and collaborate with more instructors, organizations, and groups to provide diverse programs Other areas of impact for increased program and offerings would be for veteran based celebrations and collaboration, Municipal use for department heads and their programs/meetings, Extension of recreational programming, Wedding and Private Use for event rental. There is a fine balance between private and public events, private events will help stimulate revenue growth and the public events have a direct reflection into the community engagement factors.

Provided tonight for review was the 204 Action Guide which provides an overview of the current operating structure, market analysis, operating plan, and a marketing/sales plan. The Concept of 204 Sisson Road as the “Cultural Arts Municipal Building” with a focus on the mission and vision of the facility. Facility Map shows that we have 36 studios currently in use with 42 Artists in house, the area available for program/event rental are noted as the Gymnasium, Auditorium, Cafeteria, and Library. Additionally not to miss we have two rather large field spaces available.

Ms. Mewhinney reviewed the following operation cost overview as provided to the Board.

Operational Cost Overview (estimates)

Facility Operational Cost \$150,000 year Gas, Electric, Water, Other Utilities, Custodian Salaries & Wages DOCA separate line, Recreation paid through program revenue

Facility Management

Service Expense	\$40,772	Custodian, Paper Goods, Office Supplies, Other Facilities
Utility Expense	\$76,719	Gas, Electric, Water, Other Utility

Total	\$117,491	
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Revenue

Long Term Studio Rental	\$144,300	Classroom Wing
Saquatucket Harbor Art Shacks	\$6,000	Seasonal
Event/Program Rental	\$10,000	Activity Wing, Classes, Workshops
Total	\$160,300	

Overall Net Gain/Loss

Facility Management	\$117,491
Revenue Sources	\$160,300
Total Net Gain/Loss	\$42,809

Capital Requests FY2024-FY2028

Facilities items from Sean Libby-not exact numbers/line items based on previous provided information from Sean Libby

	<i>FY2024 Requests</i>	<i>Future Anticipated</i>
Slate Roof & Gutter FY25		\$650,000
Rear Storefront Door FY26		\$80,000
General Repairs FY26		\$185,000
Cultural Center Upgrades Boiler, Water Heater, Generator, Partial Window	\$1,116,000	
Total Mechanical work	\$1,116,000	\$915,000
Auditorium Bifold wall replacement	\$187,152	
Auditorium Sound System	\$150,000	
Auditorium Seating	\$85,275	
Auditorium Lighting	\$50,000	
Total Program work	\$472,427	
Total Mechanical	\$1,116,000	\$915,000
Total Requests	\$1,588,427	\$915,000

Five Year Plan anticipated \$2,503,427

Mr. Ballantine stated that his concern for the last couple of meetings has been to be sure that we are looking at a vision of what our regional approach might be. He also had had a concern about the separation of the municipal side of the building from the cultural side. He would like to see the cultural side be the primary focus of the building, to not limit ourselves and then work on the municipal space that might be needed. He went on to say that he appreciates the financial side of this and understands comments that government cannot be run like a business. While he is not expecting the town to make a profit, all good operations have financial responsibilities and revenues and expenses need to be tracked. Ms. Mewhinney has done a good job of putting this information together. Mr. Ballantine's vision is to expand more on what Ms. Mewhinney is doing on the regional side.

Mr. Howell stated that what still concerns him, and he has expressed this in the past, is the Massachusetts Cultural Council capacity guideline of build it and they will come. They talk in

terms of stress on facilities and where things are maxed out and where increases can be made. Given all of that, he is not entirely sold on renovating the auditorium because he is not sure who the renters would be. As the space sits now, it is a cafeteria and is not a theater and isn't outfitted to be open in terms of the space wings. Mr. Howell added that it does warm his heart to go through the building and see all of the artists.

Mr. MacAskill responded that he does believe that if we build it, they will come. Ms. Mewhinney has already spoken to groups and knows what they want to do and will pay.

Ms. Mewhinney stated that by repairing the wall alone in the auditorium would enhance our seating capacity. Other repairs in the auditorium would be fixing systems that are no longer in use or at the end of their life. We currently do not have a sound system that can handle bigger groups. Any enhancements would be at a base minimum level to provide an opportunity for other groups to come in. She provided a baseline rough number of \$475,000 for auditorium repairs that could also be supplemented with facilities grants as well as other grants.

Ms. Kavanagh said that she likes what Ms. Mewhinney is doing and has brought in a lot of different avenues and a lot of different clients and opportunities. She added that some of the improvements through green communities might get us funding as well. Ms. Kavanagh noted that she likes the idea of a creative art therapy program, adding that there are many private and public aspects to the building. Ms. Mewhinney is a great steward of the building and Ms. Kavanagh added that there are some improvements that need to be made in order to bring in some of the bigger players.

Ms. Anderson commented that nothing about the cultural center concerns her. Harwich is poised to have an incredibly successful operation under Ms. Mewhinney's leadership. Ms. Anderson would like to see us wrap up some of the negativity around the building and let Ms. Mewhinney do her job.

Mr. Powers stated that from day one Ms. Mewhinney has been an immediate and positive impact to Harwich. At this time, staff is looking for concrete decisions from the board. There is negativity around the address, the potential uses and the costs. There are existing issues now that we have never addressed because we have never gotten to the point of being able to see the future. Mr. Powers added that there are significant traffic flow issues that need to be addressed and that discussions need to be had with the school district.

Mr. Powers has been operating on the fact that the Selectmen had reaffirmed that the 204 Sisson Road building is a municipal government building. The Selectmen as an executive branch own, operate, control and are responsible for the building. Mr. Powers is hopeful that through the Selectmen's leadership, we can build off of the vision. The costs of FY24 for cultural affairs programming are minimal compared to the building needs that we have, and the building needs that we have are not insurmountable, but they require a commitment.

Mr. MacAskill asked how much is in the revolving fund. Mr. Powers responded that the last report he saw read approximately \$300,000, but that he could provide updated numbers.

Mr. MacAskill asked what will need to happen in order to take the handcuffs off and allow Ms. Mewhinney to move forward. He has not heard any Board member say that they are not interested in going forward with this project and added that the traffic concerns can be addressed with programming. Mr. MacAskill respects that it is important to a lot of parents to be able to pick up their kids and not have them on the bus. He added that sending them down Parallel Street would likely not go over well with the neighbors. Mr. Powers responded that we know this is a municipal building and asked how do we as a town under chapter 30b fill a municipal building that is not going to be a government operation. The first step would be to go through the RFP process that would offer classrooms for rent in a particular manner and particular use. The short answer would be to allow Mr. Powers to work with Ms. Mewhinney on the RFP process and then come back to the Board with a scope of services. The tenants that respond to the RFP can enjoy a 3-year use agreement and the town can enjoy the fact that there is a rate schedule that moves within the 3-year time period. We currently do not have a lot of program space for government and Mr. Powers feels that it would be prudent of us to set aside some space in the building for non-cultural, non-housing, non-recreation use. The best use of the building was determined by an architectural firm that was hired by the town and was considered to be a school. There is a way to do educational programming separate from cultural and that is social and human services and potentially an integrative academic program.

Mr. MacAskill asked how we can move forward to do things that are not related to the RFP process, as Ms. Mewhinney outlined. Mr. Powers feels that is already being done and that cultural programming is of a government nature. Ms. Mewhinney has a span of control over a space separate and distinct from the classrooms.

Mr. Powers stated that the existing tenants in the building have had leases granted to them, but that the Board has told him over the years that should be re-examined, which would be done through the RFP process.

Ms. Mewhinney said that she needs a decision on the vision of the building to be able to support the vision as a cultural arts center for marketing and branding purposes to make it appealing to people and lessen any confusion. The RFP process would need to be simplified immediately and decisions need to be made because there are tenants in the building that are running programs.

Mr. Ballantine would like to give whatever is needed to move forward. His comment has been that we need to open this as much as we can and get as much input as possible. Mr. Ballantine noted that his fear is that we will make capital improvements and then don't fill the programs.

Mr. Howell commented that he is supportive but is concerned that there is no proposal that talked about integrating a HVAC unit. He would like to see that be a consideration to make sure that we are not duplicating costs. There needs to be a mechanism to keep the building at an even temperature.

Ms. Kavanagh knows that we saw different information on license agreements versus leases. Mr. Powers responded that the change would be stronger and better for all parties involved. Ms.

Kavanagh would like to see what happens with the RFP process and offers received before we look at government use.

Ms. Anderson stated that it sound to her that what staff needs is for the Board to get out of the way and to let staff put the RFP together. She agreed with Mr. Howell's comments about the HVAC system.

Mr. MacAskill wants to leave the meeting tonight with Ms. Mewhinney knowing that the Board is accepting of her vision and to allow her to work with Mr. Powers to give broad reach to start bringing in programming. He added that this project will need strong support at Town Meeting. The Board unanimously loves what is going on with the building and wants to expand it. He asked that Ms. Mewhinney sent back to the Board, through Mr. Powers, action items that she would like to see addressed.

Bob Weiser, Music Director of the Harwich Cranberry Festival was present and thanked the Board, Ms. Mewhinney and Mr. Powers for getting the discussion to this point. He patted everyone on the back for having resisted the bulldozer approach to the building and getting it to the point of cultural purposes. Mr. Weiser looks forward to being one of the presenters willing to use the space.

204 Sisson Road tenant Sharon Digennaro was present and voiced her concerns that they are going to take her room away. Ms. Digennaro commented that she has medical issues and extreme social anxiety and works in her room alone but knows that there are wonderful people around her. 3 years ago, she had applied for a grant from the art council to teach and work with other differently abled people. She received the grant and then it unfortunately, that was taken away when COVID forced everything to shut down. Her goals are there and her room is packed and she is now thinking about renting a space outside of her room to work with others. She is before the Board tonight to ask them to address concerns about classrooms being used for offices. Ms. Digennaro commented that she would need advanced notice if she will be moved from her space, adding that she loves what she does and wants to continue as part of the community.

2. Request for Proposal (RFP) for cultural program

Mr. Powers stated that he would assist in drafting a scope of services for the RFP and outlined the process. One of the criteria that he would want to rely on is that if a respondent has experience working in a classroom setting in the town. The model we are trying to solidify in the RFP is what we already had, we are just trying to put structure around it to protect all parties. Mr. Powers wants to remain consistent in saying that this is a municipal government building and there are multiple uses that we can and need to use it for.

Jon Chorey was present and stated that he has been pretty involved with this building. He has heard a couple of things regarding negativity surrounding the building. Mr. Chorey stated that he is 100% in favor of the building and he is asking what we are going to use the building for and added that it seems we are starting on that road tonight. In reading the reports provided, Mr. Chorey is seeing roughly \$40,000-\$45,000 of revenue. If you do the math from the last 6 or so

years, that generates about \$300,00-\$350,000, which is about where the revolving fund is now. He feels that if you look at the numbers provided and the 2-million-dollar number that is being requested, it will take 45-40 years to pay back the 2 million dollar request. Mr. Chorey added that there are 24 items that are not included in the capital money. Mr. MacAskill responded that the \$45,000 is where we are at today. In 2011, the Selectmen had a report regarding the capital needs of the building, and that is what we are asking for at this Town Meeting. We are fixing things that were reported in 2011. The one thing that the Finance Committee and critics of the building are not seeing is the cost of doing nothing. This building is an asset to the town and the cost of tearing it down and planting grass is 1.5 million dollars. Mr. Powers added that it would be derelict of his responsibility if he didn't challenge the accounting that was being presented. This is not a note and we are not borrowing funds. There was a lengthy budget discussion on Saturday where Mr. Powers presented a balance budget. We have the funding in available in place if Town Meeting were to approve the entire capital plan as presented. To suggest otherwise is being irresponsible.

Richard Waystack was present and commented that many of the tenants are looking for reassurance that no one is looking to eliminate them and move them from their space. Mr. Powers responded that he bears the responsibility of the town for procurement and that he cannot show his hand or suggest that the RFP will be written for a specific person. We can rely upon language that can capture what we are doing now going forward. Mr. Waystack stated that in his 38 years in the community, he has never seen any municipal building go through the scrutiny that this building is going through. He feels that if we took this process to examine each one of our buildings, that there would never be any work done.

Mr. Ballantine asks what drives the requirement to go from what we are doing with leasing to the RFP process. Mr. Powers responded that there has been practice for years, that it not the best practice that the town would want to perpetuate. It is clean and transparent to do the RFP where we say that we have municipal property that we want to put out into the marketplace. This process is aimed to get us back on track and transparent.

Mr. Howell asked if everyone that has a studio space is teaching people. Comment from the audience was no. Mr. Howell thinks that we are shooting ourselves in the foot here. We are turning something that is operating one way and making it something else. Mr. Powers responded that he appreciates the potential criticism and that this where he said earlier that he is looking for direction from the Board.

Mr. MacAskill stated that it is important for everyone to remember that as we craft the RPF, Ms. Mewhinney has all of the tenants in her mind. The board is going to vote on the RFP and highly advantageous is something that we can use. For him, it is certainly highly advantageous if you are a tenant in the building. What Mr. Powers has outlined is that he must follow the law. Mr. MacAskill has not heard once from any member of the Selectmen that they are looking to displace any tenant. That is not to say that there is someone in the building that is doing something that they shouldn't be that is not a benefit to the town. It will be up to the Selectmen to decide. Mr. MacAskill asked that Mr. Powers work with Ms. Mewhinney to pin down what they are considering for municipal operations.

3. Request for Proposal (RFP) for social/human service uses including, but not limited to an integrative academic program

Mr. Powers stated that he has heard from groups under the concept of what is the highest best use of the former middle school, and that the best use is for a school. That was the information provided by the study done in 2010. Mr. Powers has been approached by groups about rooms that could be used for the social/human service fields which could include but would not be limited to integrative academic programming. Even if the Selectmen directs Mr. Powers to do the RFP, the town always reserves the rights in their RFP's to not move forward. Mr. Powers is looking for a sense of the Board as to if they have heard anything from the community and if they think there is a potential need to do an RFP of this nature.

Ms. Kavanagh stated that she has only heard one possible scenario, but not in depth. While she would not be adverse to putting out the RFP, she would like to understand the particulars.

Mr. Howell said that he is not receptive to this at all and that we said it was going to be a cultural building and we are already backing off of it a bit to a certain extent to have back up space for general government. Mr. Ballantine feels that Mr. Howell raises a good point and that while he knows there is a need for more youth services resources in Harwich, he is not sure that the cultural center is the place for it.

Ms. Anderson stated her agreement to let Mr. Powers pursue this and is also of the opinion that we should protect the building for more culture and what we know we need for office space. Mr. Powers should fashion the RFP and see what is out there.

Youth Services Counsel Sheila House was present and stated that she has been approached by some non-profit organizations looking for space for kids that are not making in the school system to be able to work on educational things and transition back into the school system. The program would not take up a lot of space and the cultural center seems like a great place for it. She added that the Albro House is under the affordable housing trust now and that the youth services department will need a home. Mr. MacAskill responded that the Albro House is not currently on the affordable housing trust list. Mr. MacAskill asked if the Board would have any issues with staff showing them what space they would be thinking of using. Mr. Powers responded that he could work with Ms. Mewhinney to see what might work best for the flow of the building.

Mr. Powers reminded everyone that the insurance company has said that a certain percentage of the 204 Sisson Road building must be for municipal use and another percentage used for cultural. This is a municipal building with a great cultural program inside of it. Mr. MacAskill would like to see what that looks like on a map before moving forward with the RFP.

Mr. Howell would like to see further information on the percentage divide at some point. He has previously brought up the that the Community Center does not seem to meet the same definition and he would like to know where the divide is. Beyond that, Mr. Howell noted that the schools are projecting enrollment declines. He cannot believe that there isn't room in one of the school buildings for this integrated program. Ms. House responded that part of the problem with the kids

being in a school setting is that it is too easy for them to relapse. When the kids are in an environment where they are with their peers and working on the same goal and being encouraged and mentored by adults, they thrive. She anticipates that her department will be expanding after she retires, adding that this would just be more programming to help catch the kids upstream.

Heather McKenzie, a tenant at the 204 Sisson Road building was present and noted that the building is currently occupied 100% with tenants. She feels that tenants will be displaced if there is a certain percentage of the building that is required to be for municipal use. Mr. MacAskill responded that there is the cafeteria, auditorium, gym, music room and field out back and that there is additional space to get to the 30% municipal requirement without displacing artists.

B. Debrief on March 4, 2023 Budget Meeting and discussion on Fiscal Year 2024 Budget; Votes may be taken

Mr. Powers thanked everyone for the meeting on Saturday. The Finance Director, Assistant Town Administrator, Water/Wastewater Superintendent and Mr. Powers met this afternoon to go over the differences that were discussed for water/wastewater. Mr. Powers is looking to get the Finance Committee a spreadsheet on Tuesday ahead of their public hearing on Thursday.

Ms. Kavanagh, Mr. Howell and Mr. Ballantine agreed that the session on Saturday went well. Mr. Ballantine does think he needs some follow up information for him to better understand some of the Fire Department and Water Department line items.

Mr. MacAskill asked when the Board would want to take up the new positions and start voting on some of these items. The Board agreed to start next week.

C. Debrief on Monomoy Regional School District budget presentation on February 27, 2023; Votes may be taken

Mr. Ballantine thought the information provided was a great job and a good budget. As for this years budget, he is ok with it, but feels that we need to look at how we are assessed in the near future.

Mr. Howell knows that there was some push back from the Town of Chatham on this, but he cannot believe that they were not paying attention to the last couple of years as to what Harwich was talking about. We made it very clear that the elementary school was a fundamental problem but that the problem was growing up and going into the rest of the school system which was creating a major disparity on the funding formula. Harwich was out front and very honest about saying that we would do what we could to effect immediate change in the situation but that there needed to be a secondary conversation about how the overall agreement is structured. Ms. Kavanagh agreed and stated that when we moved to a regional school system, we depended on information and numbers we were provided. No one can predict the future, but Ms. Kavanagh thinks that there is always room to discuss revisions and how to address it so that everything remains a viable system moving forward. She added that Chatham needs to have a realistic outlook as well.

Ms. Kavanagh said that she is always in favor of the school budget and appreciates the difficulties that the school is facing, but that she cannot get behind the use of ESSER funds despite what Dr. Carpenter relayed to the Board about how there is a bubble in the middle school numbers. While she doesn't pretend to know the numbers better than the school district, she does have a problem with the way that the current budget is structured. Ms. Kavanagh doesn't dispute that the 2 new positions are needed, but she is not ok with how the ESSER funds are proposed to be used. Ms. Kavanagh wants to support the school budget, but only if it is properly funded.

Ms. Anderson thinks that this needs to be a top priority once we are beyond Town Meeting. She commented that a letter was received from Charles Gruska about other ways that the budget can be structured.

Mr. Ballantine commented that we owe a debt of gratitude to Dr. Carpenter for putting together these figures. He asked that Mr. Powers put this on Dr. Carpenter's plate to get numbers together on how he sees the budget going forward.

Mr. Powers said that he was drawn to the paragraph in the letter that talks about funding. When Mr. Powers came in as the Interim Town Administrator, the concept of a side working group was brought up. Former Selectmen Stephen Ford was a large part of those discussion. He agreed that the Board should tie up the FY24 school budget discussions and then immediately get back to the table to talk about moving forward.

Ms. Kavanagh noted that we are not even out of COVID and that the kids are going to continue to have ramifications for some time. Statistics and MCAS scores are irrelevant to her if the kids and teachers are not getting the help that they need, and Ms. Kavanagh is stuck on that. Mr. Howell agreed and added that everything they are doing should be geared towards educating the kids first. When the district was being discussed, we were looking at a 55%/45% breakout. We are now almost at an 80%/20% breakout. Then we need to ask ourselves if this is really a multi district school or if someone is using a school that is being provided by the other town. 80%/20% is not sustainable.

D. Approve the presented changes to the Monomoy Regional School District Regional Agreement and vote to place article on 2023 Annual Town Meeting Warrant

Mr. Howell moved to approve the changes to the Monomoy Regional School District Regional Agreement as written and to place on the 2023 Annual Town Meeting Warrant, 2nd by Mr. Ballantine and approved 5-0-0.

Mr. Powers noted that his only concern is that the material provided will give us our largest warrant ever. He asked if there would be any objection from the Board for him to work with his counterpart in Chatham and Dr. Carpenter to use language to say that the substance is on file with the Town Clerks Office, or at least try to get a formal that is more suitable for the warrant. When you get to a certain number of pages, it has a financial impact as well as a delivery impact. Mr.

MacAskill asked if we could do a handout at Town Meeting. Mr. Powers responded that whatever we do, it would need to be the same in both towns.

E. Update on the following Request for Proposals (RFP):

1. Request for Proposal (RFP) for consultant for the local comprehensive plan

In the packet is the RFP as established by the Director of Planning and Community Development in consultation with the Local Planning Committee. We have a funding source that our retired planner was kind enough to secure for us.

The Board agreed to move ahead with this.

2. 62 Route 28 - West Harwich Baptist Church

Mr. Powers reported that we have completed the ground penetrating radar survey of the property in question. We are working with KP Law and the next step is tax title research in concert with what we have from the survey. Mr. Powers has tasked Housing Advocate Brianna Nickerson and we continue to move forward.

Mr. MacAskill has been asked by a member of the public if the results of the survey are public information. Mr. Powers responded that they theoretically are and that they are not associated with a public body. They are trying to release them in an organized fashion as they will be part of the RFP. Mr. MacAskill noted that his only concern is that someone that might be looking forward to move forward on this may not want to bother if the results are not favorable. Mr. Powers responded that the concern is that the town does not enjoy the ability to put in language that talks about the survey and that we make no guarantees on the survey. He would not want anyone to just look at the survey and make a decision as it is an incomplete analysis.

3. Intermunicipal Agreement (IMA) for 374 Main Street Bog

Mr. MacAskill stated that this is the long talked about agricultural education center on the bog that is currently rented by Leo Cakounes.

Mr. Powers reported that he is waiting to hear back from representatives at the Cape Cod Tech School and their attorneys on finalizing the concept of the agricultural education center, so that we can deal with any Article 97 issues. There are 2 articles that have been filed by citizen petition for the upcoming Town Meeting.

Mr. MacAskill does not see how adding the word education to this changes the use of the property and why we would need to go and spend 2 years trying to change it with the state. The attorneys also have not been able to figure this out.

Mr. Ballantine feels that this is discouraging because we have been talking about this and it has a lot of merit. This has been relayed to Town Counsel and they have been asked to look at the Town of Dennis to see how they have done something similar.

Mr. Howell stated that no matter what happens, fundamentally it is being used for agricultural educational services to grow and produce products.

Mr. MacAskill noted that Conservation Administrator Amy Usowski was present remotely. He also stated that he has communicated with John Ketchum of the Conservation Commission and that the commission will be given more information as soon as it is available.

4. Judah Eldredge property

Mr. MacAskill stated that this is not an RFP at this point and it is more of an update of an article for Town Meeting to get the appropriation for the difference. Mr. Powers reported that through the good graces of the Chair of the Real Estate and Open Space Committee and the Chair of the Community Preservation Commission, were able to unlock funds that we can rely upon to do the final proposal. The Assistant Town Administrator is advertising for appraisal services. Once this is complete, they can talk about additional funds that might be necessary to finalize the project.

Mr. MacAskill would like for the town to do everything in their power to be done with this after Town Meeting.

- F. Vote to approve the following Special Permits:
 1. One Day Wines & Malt – Mainsail Events – March 30, 2023 6:00 p.m. to 9:00 p.m. – Event to be held at 204 Sisson Road
 2. Road Race – National MS Society – June 25, 2023
 3. Road Race – Harwich Chamber of Commerce – June 24, 2023
 4. Event – Harwich Chamber of Commerce – Port Summer Nights – Wednesday’s 5:00 p.m. to 8:00 p.m. from July 5, 2023 through August 30, 2023
 5. Event – Harwich Chamber of Commerce – Annual Fireworks at Whitehouse Field – September 16, 2023

Mr. Howell moved to approve the special permits as listed above, 2nd by Ms. Kavanagh and approved 4-0-0.

Cyndi Williams was present and stated that these are all repeat Chamber events and they look forward to putting on every year.

- G. Discussion on Bylaw Charter Review Committee recommendations for 2023 Annual Town Meeting

Mr. MacAskill stated that this will be brought back next week for further discussion.

OLD BUSINESS

- A. Discussion on creating a Human Resources position

Mr. MacAskill feels that the way that this has been talked about makes no sense to him and would require a charter change. He added that we employ a Town Administrator and is not sure why Harwich would hire a Human Resources position that would report to the Selectmen and take any power away from the Town Administrator. Creation of a Human Resources position would also require a revision to the Assistant Town Administrator job description as well.

Mr. Ballantine thinks that we would need to go back and look at both the Human Resources position and the Assistant Town Administrator position to ensure that they both make sense.

Mr. Howell said that we are trying to do 2 different things in these job descriptions. He is not sure that we will be ready for this Town Meeting because there isn't an agreement on what we are trying to accomplish with this position.

Ms. Kavanagh feels that it would be problematic in having the position report to the Selectmen. She was looking for employees to have an independent area for to have the ability to talk/confide. Anyone working as a town employee should have a neutral space to go. The Assistant Town Administrator is doing a phenomenal job with this now. It is going to take time to get it right and make sure that it has the biggest benefit for employees. She understands that it may not happen for this Town Meeting.

Mr. MacAskill said that he does not want to put this to rest until Ms. Anderson can weigh in. He did say that he has not found one town that has a Human Resources position that reports to the Selectmen. He added that human resources is a large part of what the Assistant Town Administrator does and that if it would free her up more to move forward on other projects, then he likely would support it. Mr. MacAskill said that he would follow up with Ms. Anderson and see how she wants to support it and then maybe put it away for after Town Meeting. Mr. Howell requested that it would be helpful to start this right after Town Meeting.

B. Discussion on proposed zoning amendment articles for 2023 Annual Town Meeting

Paul Halkiotis was present. He stated that the Planning Board's public hearing was well attended with over 50 participants. The Planning Board voted to close the public hearing for the amendments to the flood plain regulations and voted to continue the public hearings on the ADU and solar bylaws. One of the Planning Board members asked Mr. Halkiotis to look at the numbering scheme of the solar and flood zone bylaws. There was a lot of support at the meeting in terms of wanting to see changes to the ADU bylaw.

Ms. Kavanagh stated that they had also talked about the DCPC six ponds district and the fact that it will be a much larger review. There will be a lot of public hearings and input.

Mr. Howell asked if there is any part of this that does pertain to the DCPC as written right now. Mr. Halkiotis responded that there is not.

Mr. Ballantine agreed that the meeting was well attended and that small steps are good steps at this point. The bylaw currently has a 6 month time frame and Mr. Ballantine pointed out that someone raised the issue of summer help. Mr. Halkiotis responded that he did receive a call from a local landscaper that was looking for housing for his employees. Mr. Halkiotis agreed that we need to look at those housing solutions but that they are not part of this discussion.

Mr. Howell said that the argument that we can and should make is that this isn't going to solve everything that revolves around housing for everyone forever. If we get the ADU's, it will allow people who have been renting other things to move and will free up housing for others. Ms. Kavanagh agreed and thinks that the one thing that it does help address is the one thing that the trust cannot work on which is work force housing. She added that Chatham has a one-year lease requirement and that maybe Harwich can move to that after we see where we are.

Ms. Anderson said that she attended the Planning Board hearing and that Mr. Halkiotis did a great job of walking everyone through the proposals.

CONTRACTS

A. Vote to approve five (5) ten-year (10) License Agreements for Fish Shanties located at 44 Harbor Road, Harwich Port.

Ms. Kavanagh moved to approve five (5) ten-year (10) License Agreements for Fish Shanties located at 44 Harbor Road, Harwich Port, 2nd by Mr. Howell and approved 5-0-0.

B. Vote to approve an Intermunicipal Agreement with Barnstable County to dredge Allen Harbor channel and Saquatucket Harbor channel. Contract not to exceed \$198,000.00.

Ms. Kavanagh moved to approve an Intermunicipal Agreement with Barnstable County to dredge Allen Harbor channel and Saquatucket Harbor channel. Contract not to exceed \$198,000.00, 2nd by Mr. Howell and approved 5-0-0.

TOWN ADMINISTRATOR'S REPORT

Mr. Powers stated that with the impending departure of the Finance Director, he has tasked the Assistant Town Administrator to work on finding resources to identify some additional help while we conduct a Finance Director search. He hopes to come back with information as early as next week.

Mr. Powers announced the promotion of Megan Green to Assistant Town Accountant. Ms. Green is a strong asset to the town and he knows that we can rely upon her to help with information leading up to Town Meeting.

Mr. Powers announced the appointment of Michael Ramirez who will be working as a scale house operator in the disposal area.

SELECTMEN'S REPORT

Ms. Kavanagh said that her and Mr. Ballantine attended the Planning Board public hearing.

Mr. Howell noted that the Saturday budget meeting was very well attended.

CORRESPONDENCE

No correspondence was discussed.

ADJOURNMENT

Mr. Howell moved to adjourn the meeting of the Board of Selectmen, 2nd by Ms. Kavanagh and approved 4-0-0.

Respectfully submitted,
Jennifer Clarke
Recording Secretary

March 13, 2023



Joe Power, Town Administrator
Town Hall
Harwich Ma 02645

Dear Joe,

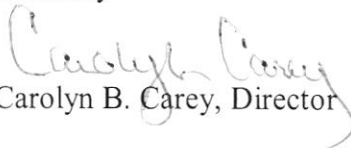
I feel very fortunate to ask you, through the selectmen to accept a gift From Team Bonding of three little libraries. I have attached the information including the dimensions of the proposed "Little Libraries".

This gracious gift would allow individuals to use our courtyard and enjoy a free book from the "little Library" We would have two additional Little Libraries to be placed around other locations in town that could benefit from such a program. As always we hope to provide services to the Community here at the Center. We are hopeful this addition would be welcoming and inviting to all of the Community.

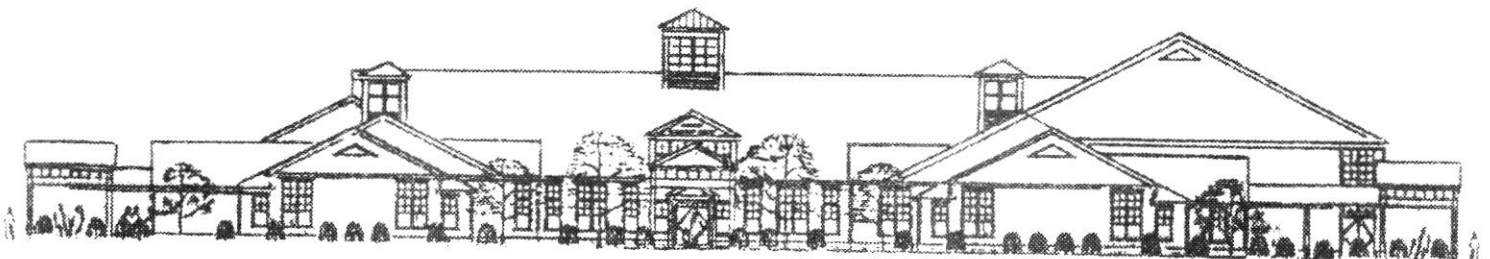
The letter from Shannon Lane DuPont is attached for your review. Please let me know if you have any additional questions I might be able to provide answers for. Thank you for your time and attention.

I thank you again for your support to the Community Center and all those we serve.

Sincerely


Carolyn B. Carey, Director

Enclosures



Carolyn Carey

From: Shannon Lane DuPont <shannon@teambonding.com>
Sent: Thursday, March 9, 2023 2:03 PM
To: Carolyn Carey
Subject: RE: Little Libraries

Hi Carolyn,

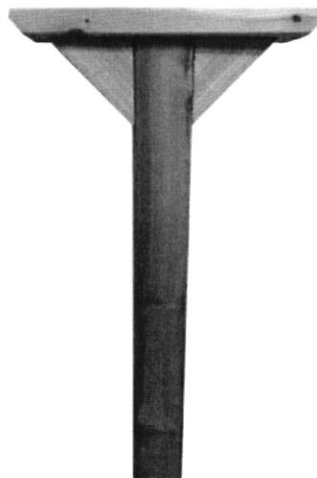
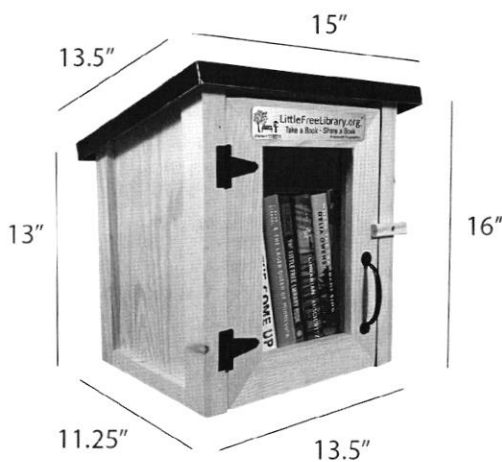
It was lovely connecting with you last night and I am so excited you can use our three Little Free Libraries!

They are each the Mini Shed model. You can learn more about them [here](#) and see the dimensions below. Each library comes with a post, and they all been painted and decorated by our clients [G2 ClickSafety](#). A standard charter sign with a unique charter number is also included, and that will be the key to registering your library on the [Little Free Library world map](#). The value of each library/post combo is \$259.90.

Please let me know if you have any questions at all, or if you need additional information. I am always happy to help!

Best,
Shannon

Approximate External Dimensions



Shannon Lane DuPont

Director of Program Development

T: Direct: (508) 271-7564 | Cell: (508) 241-0509

E: shannon@teambonding.com | W: TeamBonding.com



TeamBonding

Better teamwork. Happier teams.™



THE COMMONWEALTH OF MASSACHUSETTS
EXECUTIVE OFFICE OF ENERGY AND ENVIRONMENTAL AFFAIRS



Department of Agricultural Resources

251 Causeway Street, Suite 500, Boston, MA 02114
617-626-1700 fax: 617-626-1850 www.mass.gov/agr



Maura T. Healey
GOVERNOR

Kimberley Driscoll
LIEUTENANT
GOVERNOR

Rebecca L. Tepper
SECRETARY

John Lebeaux
COMMISSIONER

March 3, 2023

RE: NOMINATION OF INSPECTOR OF ANIMALS

Nominating Authority:

Enclosed is the nomination form for the Inspector of Animals for your city or town. **This form is due back to the Division of Animal Health by April 1, 2023.** The appointment will run from May 1, 2023 until April 30, 2024. If more than one inspector was appointed for your city or town, there is a separate form for each. If you are nominating the same inspector(s) this year, **be sure that all of the contact information is complete and still correct.** Any corrections should be made in the space provided on the right. If you will be nominating a new inspector, that person's information should be entered in the space provided on the right. Submit a separate form for each inspector nominated. Also, be sure that all of your (nominating authority) information is complete and correct. Any changes to your information should be made in the space provided to the right.

Once all of the contact information is confirmed to be correct, all that is needed is to **have the nominee sign the form**, accepting the nomination and swearing to faithfully perform the duties of that office. **The nominee's signature must be notarized.** In many cases the city or town clerk is a notary.

Your municipality can have as many animal inspectors appointed as you feel are needed to fulfill the duties. Please note, a duty of the municipal animal inspector is the annual "barn inspection". An inspector is not able to perform an inspection on their own property. If your inspector keeps animals in your town, then the municipality will require an additional inspector to perform that inspection.

After the nominee's signature has been notarized, simply **return the form to the Division of Animal Health at the address listed at the top of the form.** The Division of Animal Health will send back confirmation of the inspector's appointment. **Please note that regardless of when the most recent appointment was made, it is only valid through April 30, 2023.** This nomination will cover the year starting May 1, 2023 and run until April 30, 2024.

If you have any questions, please call Ashley Kraft at (617) 626-1810 or email Ashley.Kraft@mass.gov.

Thank you,

Michael Cahill, Director
Division of Animal Health





The Commonwealth of Massachusetts

Department of Agricultural Resources
Division of Animal Health
251 Causeway Street, Suite 500
Boston, MA 02114-2151

Nomination of Inspector of Animals

In accordance with the Massachusetts General Laws Chapter 129, sections 15 and 16, nominating authorities of each city and town are required to nominate one or more inspectors of animals by April 1, 2023. Please complete or make necessary changes and return this form to the above address. The Director will review your nomination and, assuming appointment is confirmed, will return to you a Certificate of Appointment. Please submit one form for each person nominated. Any city or town not in compliance is subject to a penalty of \$500.

City or Town of Harwich

3/3/2023

To the Director, Division of Animal Health, Department of Agricultural Resources

In accordance with the provisions of section 15 of Chapter 129, General Laws, as amended, the following nomination of inspector of animals for the year ending April 30, 2024 is sent for your approval:

Inspector of Animals
Name: Jennifer Harrington
Mail Address: 183 Sisson Rd., Harwich Police Dept.
Harwich, MA - 02645
Phone: (508) 430-7541 Fax:(508) 432-2530
Email: jharrington@harwichpolice.com

Inspector: (Note all changes here)
Name: _____
Mail: _____
Phone: _____ Fax: _____
Email: _____

Nominating Authority
Contact: Michael Macaskill
Office: Board of Selectmen
Mail: 732 Main St.
Harwich, MA - 02645
P: (508) 430-7513 F: (508) 432-5039
Email: jpowers@town.harwich.ma.us

Nominating Authority: (Note all changes here)
Contact: _____
Office: _____
Mail: _____
Phone: _____ Fax: _____
Email: _____

Acceptance of Nomination of Inspector of Animals (must be notarized)

I hereby accept my nomination as Inspector of Animals for the City or Town of Harwich, and if and when I am appointed, I solemnly swear to faithfully perform the duties of that office, all of which are listed in General Laws Chapter 129, and Massachusetts Regulations 330 CMR 10.00-10.10 (rabies regulations).

Name (print) _____ Signed _____

COMMONWEALTH OF MASSACHUSETTS

Barnstable,ss

Date: _____

Then personally appeared the above-named _____ and acknowledged the foregoing instrument to be his or her free act and deed, before me.

Notary Public

My commission Expires: _____

Appointment of Inspector of Animals (Division of Animal Health use only)

Notice is hereby given that I, Michael Cahill acting under authority of sections 15 and 16 of Chapter 129 of the General Laws, as amended, hereby approve the nomination of _____ as Inspector of Animals for the City or Town of Harwich, Massachusetts.

Date Approved: _____

Director, Division of Animal Health

OFFICE OF THE TOWN ADMINISTRATOR

Joseph F. Powers, *Town Administrator*
Meggan M. Eldredge, *Assistant Town Administrator*

Phone (508) 430-7513

Fax (508) 432-5039

732 MAIN STREET, HARWICH, MA



MEMO

TO: Board of Selectmen

FROM: Meggan Eldredge, Assistant Town Administrator

RE: Utility Hearing
NSTAR Electric dba Eversource Electric
Orleans Road

DATE: March 3, 2023

A Utility Hearing was held on March 3, 2023 at 9:17 AM at the request of NSTAR ELECTRIC D/B/A Eversource ENERGY to install 90' +/- of 2-4" conduit which is necessary to provide service at Turtle Run.

Legal ads were published and notifications were given. There were three Abutters and one contractor present. There were objections due to a mistake on the sketch.

The Hearing was adjourned at 9:28 AM and was continued to March 10, 2023 at 9 am. The new sketch will be provided at that time.

OFFICE OF THE TOWN ADMINISTRATOR

Joseph F. Powers, *Town Administrator*
Meggan M. Eldredge, *Assistant Town Administrator*

Phone (508) 430-7513

Fax (508) 432-5039

732 MAIN STREET, HARWICH, MA



MEMO

TO: Board of Selectmen

FROM: Meggan Eldredge, Assistant Town Administrator

RE: Utility Hearing
NSTAR Electric dba Eversource Electric
Orleans Road

DATE: March 10, 2023

A Utility Hearing was held on March 10, 2023 at 9:00 AM at the request of NSTAR ELECTRIC D/B/A Eversource ENERGY to install 90' +/- of 2-4" conduit which is necessary to provide service at Turtle Run.

This was a continuation of the March 3, 2023 meeting. The sketch was updated and Ms. Jackson from Eversource spoke with the Abutter who had questions previously and she was happy with the updated sketch. There were no abutters present. There were no objections to install 90' +/- of 2-4" conduit on Orleans Road.

There were no other questions, concerns or objections and the Hearing was adjourned at 9:02 AM. After careful review, I recommend that the Board approve NSTAR ELECTRIC COMPAMY d/b/a EVERSOURCE ENERGY Plan No. 10193102 dated January 25, 2023.



TOWN OF HARWICH

Phone (508) 430-7513

Fax (508) 432-5039

732 MAIN STREET, HARWICH, MA 02645

MINUTES Utility Hearing – Petition/WO #10193102 Friday, March 3, 2023

THOSE IN ATTENDANCE: Meggan Eldredge, Assistant Town Administrator, Patience Smith-Cabrera, Executive Assistant, and Representative from Eversource, Marissa Jackson. Three Abutters (Sharon Pflieger, Ronald Pflieger and Javier Garcia Raya) and one contractor (Donald Poyant from Eastward Companies) were present.

The Assistant Town Administrator called the hearing to order at 9:17 A.M. and read the Utility Hearing Notice.

Ms. Jackson stated she was present as representative of Eversource. The purpose is to install 90' +/- 2-4" conduit which is necessary to provide service at Turtle Run.

Ms. Eldredge reviewed information, no concerns from department heads. Ms. Jackson stated that this is a request to install 90' +/- 2-4" conduit at existing pole 4/49. Ms. Eldredge asked if any Abutters had any questions they'd like to ask.

Ms. Pflieger asked if the sketches were correct as she was having a hard time understanding them because Lot 7 is part of the greenspace for Little Shaver and on the sketch it shows it as Turtle Run. Ms. Pflieger was advised that nothing could be done on Lot 7 due to nitrogen and asked how Eversource could do anything on that lot. After review with Ms. Jackson and Ms. Eldredge, it was concluded that the sketches were incorrect. Ms. Jackson said she would drive by and take pictures and bring the incorrect sketches to her survey team to be redrawn. Nothing will be done with Lot 7 as it is not part of this subdivision. The conduit is on Orleans Road right off the roadway and will enter into Turtle Run. Mr. Poyant from Eastward Companies said now that the sketches were determined to be incorrect, he had no other questions.

Ms. Eldredge stated that the hearing would be continued until Friday, March 10, once an updated sketch could be provided to the Town and Ms. Pflieger. Ms. Pflieger responded that she won't be available next Friday, March 10, but believes it she will not have any objections or questions now that she knows that the sketch was incorrect.

Ms. Eldredge continued the hearing until 03/10/2023 at 9:00 a.m..

The hearing was adjourned at 9:28 A.M.

Submitted by:
Patience Smith-Cabrera
Executive Assistant



Phone (508) 430-7513

Fax (508) 432-5039

TOWN OF HARWICH

732 MAIN STREET, HARWICH, MA 02645

MINUTES
Utility Hearing – Petition/WO #10193102
Friday, March 10, 2023
(continued from Friday, March 3, 2023)

THOSE IN ATTENDANCE: Meggan Eldredge, Assistant Town Administrator, Patience Smith-Cabrera, Executive Assistant, and Representative from Eversource, Marissa Jackson.

The Assistant Town Administrator reopened the hearing at 9:00 A.M. and read the Utility Hearing Notice.

Ms. Jackson stated she was present as representative of Eversource and was there to present the updated sketch by her crew. She stated that she reached out to the Abutter (Ms. Pflieger) who had previously had questions at the March 3rd meeting and Ms. Pflieger is fine with updated sketch.

Ms. Eldredge reviewed information, no concerns from department heads. Ms. Eldredge indicated that Ms. Pflieger, abutter, had contacted her and has no concerns.

Ms. Eldredge advised that she would make the recommendation to the Board of Selectmen at their next meeting on March 20, 2023 to approve this request.

The hearing was adjourned at 9:02 A.M.

Submitted by:
Patience Smith-Cabrera
Executive Assistant

January 30, 2023

Town Administrators
732 Main Street
Harwich, MA 02653

Dear Board Members:

Enclosed is a petition to install 90' +/- of 2-4" conduit under the road.

This construction is necessary to accommodate new underground service to be located along Turtle Run.

This petition will require a notice to abutters and a hearing.

If you have any questions, feel free to contact me at 508-790-9001 or the email address provided below.

Warm Regards,

Marissa L Jackson

Marissa L Jackson
Right of Way Agent
Marissa.Jackson@Eversource.com
NSTAR Electric
d/b/a Eversource Energy

Please return 1 signed copy to: **-Eversource-484 Willow Street-W. Yarmouth, MA 02673 Attn: Marissa Jackson**

**PETITION FOR
UNDERGROUND CABLE AND CONDUIT LOCATIONS**

January 30, 2023

To the Town Select Board
in **Harwich**, Massachusetts

NSTAR ELECTRIC COMPANY d/b/a EVERSOURCE ENERGY

request permission to locate underground cables, conduits, and manholes, including the necessary sustaining and protecting fixtures, in, under, along and across the following public way or ways:

Orleans Road, Harwich

To install 90' +/- of 2-4" conduit

Wherefore it prays that after due notice and hearing as provided by law, it be granted a location for and permission to install and maintain underground cables, conduits, and manholes, together with such sustaining and protecting fixtures as it may find necessary, said underground cables, conduits, and manholes to be installed in accordance with the plan files herewith marked Plan # 10193102 dated **January 25, 2023**.

NSTAR ELECTRIC COMPANY d/b/a EVERSOURCE ENERGY

By Marissa L Jackson
Right of Way Agent
Marissa L. Jackson

FORM OF ORDER FOR
UNDERGROUND CABLE AND CONDUIT LOCATIONS
WO# 10193102

By the Select Board of the Town of HARWICH, Massachusetts.

Notice having been given and a public hearing held, as provided by law,
IT IS HEREBY ORDERED: that the NSTAR ELECTRIC COMPANY d/b/a EVERSOURCE ENERGY
be and it is hereby granted a location for and permission to install and maintain underground cables,
conduits and manholes, together with such sustaining and protecting fixtures as said Company may
deem necessary, in, under, along and across the public way or ways hereinafter referred to, as
requested in petition of said Company dated the 30th day of January, 2023.

All construction under this order shall be in accordance with the following conditions:

Cables, conduits, and manholes shall be installed substantially at the point indicated upon the
plan marked Plan no. 10193102 dated January 20, 2023 filed with said petition. The following are
the public ways or parts of ways under, along and across which the cables above referred to may be
installed under this order.

Orleans Road, Harwich

To install 90' +/- of 2-4" conduit

I hereby certify that the foregoing order was adopted at a meeting of the Board of Selectmen
of the Town of Harwich, Massachusetts held on the _____ day of
_____ 2023.

Clerk of Selectmen

_____, Massachusetts _____ 2023.

Received and entered in the records of location orders of the Town of Harwich Book
_____ Page _____.

Attest:

Town Clerk

We hereby certify that on _____ 2023, at _____ o'clock,
_____ M. at _____ a public hearing was held on the
petition of the

NSTAR ELECTRIC COMPANY d/b/a EVERSOURCE ENERGY

for permission to install and maintain the underground cables, conduits, manholes and fixtures described in the order herewith recorded, and that we mailed at least seven days before said hearing a written notice of the time and place of said hearing to each of the owners of real estate (as determined by the last preceding assessment for taxation) along the ways or parts of ways upon which the Company is permitted to install underground cables, conduits, manholes and fixtures under said order. And that thereupon said order was duly adopted.

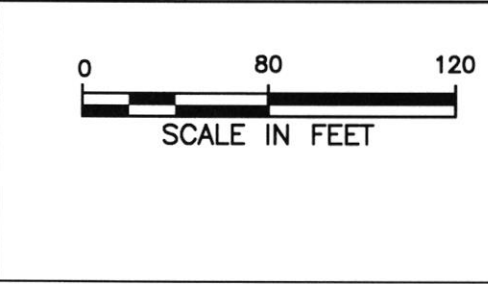
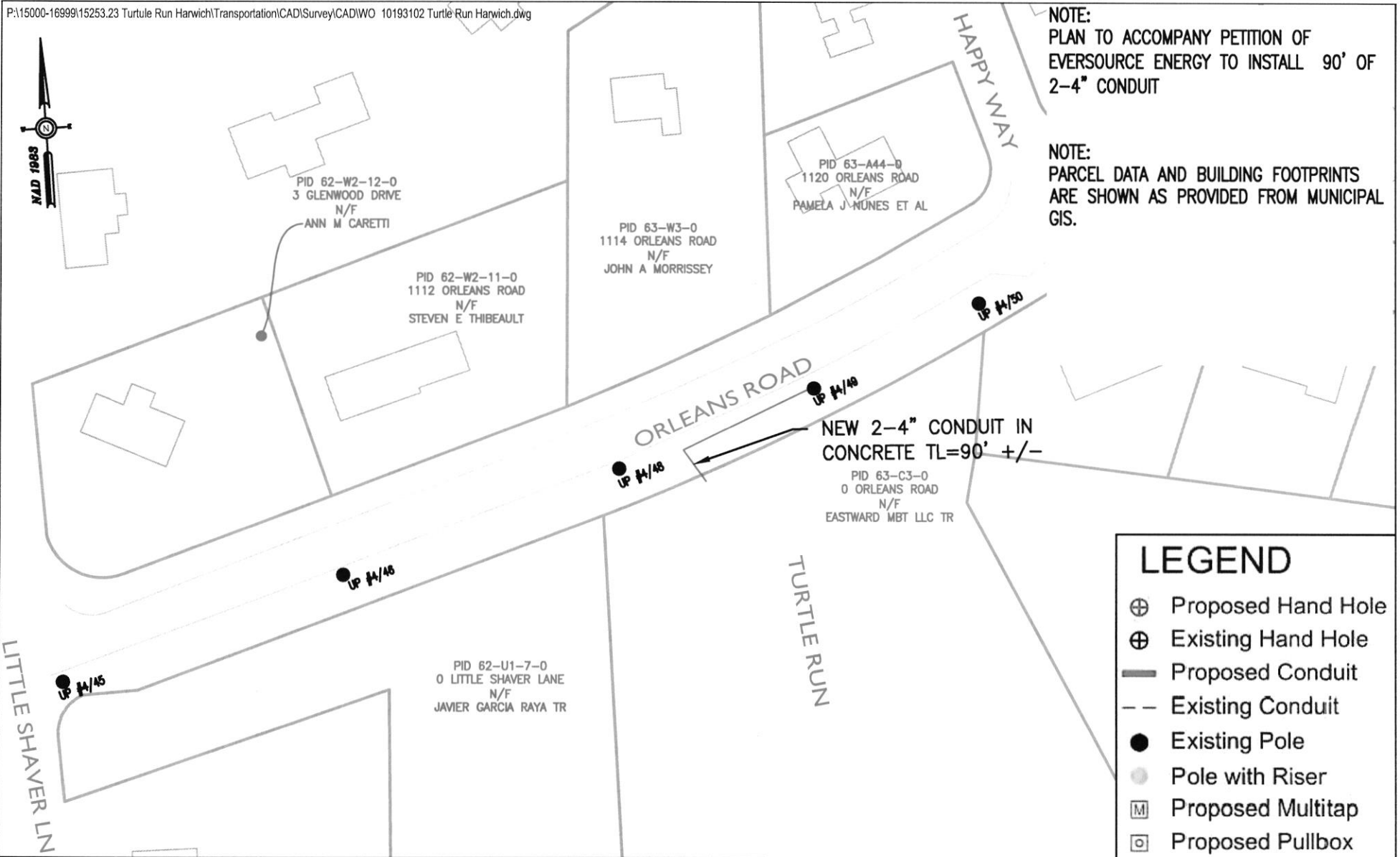
Select Board of the Town of _____
Town of Harwich, Massachusetts

CERTIFICATE

I hereby certify that the foregoing is a true copy of a location order and certificate of hearing with notice adopted by the Board of Selectmen of the Town of **HARWICH**, Massachusetts, on the _____ day of _____ 2023, and recorded with the records of location orders of said Town, Book _____, Page _____. This certified copy is made under the provisions of Chapter 166 of General Laws and any additions thereto or amendments thereof.

Attest:

Town Clerk



BY YOUR USE OF THE INFORMATION CONTAINED IN THIS MAP, YOU AGREE THAT NO WARRANTY OF ANY KIND, EXPRESS OR IMPLIED, IS GIVEN WITH RESPECT TO THE INFORMATION. NEITHER NSTAR ELECTRIC COMPANY, NSTAR GAS COMPANY NOR ITS PARTNERS, AFFILIATES, OFFICERS, DIRECTORS, SHAREHOLDERS, EMPLOYEES OR AGENTS (COLLECTIVELY THE "NSTAR ENTITIES") SHALL BE LIABLE FOR ANY LOSS OR HARMY CAUSED BY WHOLE OR IN PART BY USE OF THIS INFORMATION OR IN RELIANCE UPON IT. TO THE MAXIMUM EXTENT ALLOWED BY LAW, YOU AGREE BY YOUR ACCEPTANCE OF THE INFORMATION TO RELEASE, INDEMNIFY AND HOLD THE NSTAR ENTITIES HARMLESS FROM ANY SUCH LOSS OR HARMY.

THE INFORMATION MAY NOT REPRESENT A SURVEY, MAY NOT BE THE MOST COMPLETE AND IS SUBJECT TO CHANGE WITHOUT NOTICE. NO LIABILITY IS ASSUMED FOR THE ACCURACY OF THE INFORMATION, EITHER EXPRESSED OR IMPLIED. UNAUTHORIZED ATTEMPTS TO MODIFY THE INFORMATION OR USE THE INFORMATION FOR OTHER THAN ITS INTENDED PURPOSES ARE PROHIBITED.

MASS. LAW

REQUIRES 72 HOURS ADVANCE NOTICE TO UTILITY COMPANIES BEFORE DIGGING BY ANYONE. CALL DIG-SAFE 1-888-344-7233

C#	
Ward #	
Work Order #	10193102
Surveyed by:	
Research by:	
Plotted by:	NITSCH
Proposed Structures:	
Approved:	
P#	

 EVERSOURCE <small>d/b/a</small> 1105 MASSACHUSETTS AVE. DORCHESTER, MASS. 02125	
Plan of	TURTLE RUN
	HARWICH, MA
Showing	
Scale	1"=80'
Date	3/3/2023
SHEET	1 of 3

SUGGESTED WORK ZONE WARNING SIGN SPACING

ROAD TYPE	DISTANCE BETWEEN SIGNS **		
	A	B	C
LOCAL OR LOW VOLUME ROADWAYS*	350 (100)	350 (100)	350 (100)
MOST OTHER ROADWAYS*	500 (150)	500 (150)	500 (150)
FREEWAYS AND EXPRESSWAYS*	1,000 (300)	1,500 (450)	2,640 (800)

Based on: Table 6C-1
MUTCD LATEST EDITION

ROAD TYPE TO BE DETERMINED BY MASSDOT OFFICE OF TRANSPORTATION PLANNING.

DISTANCES ARE SHOWN IN FEET (METERS). THE COLUMN HEADINGS A, B, AND C ARE THE DIMENSIONS SHOWN IN THE DETAIL/ TYPICAL SETUP FIGURES. THE A DIMENSION IS THE DISTANCE FROM THE TRANSITION OR POINT OF RESTRICTION TO THE FIRST SIGN. THE B DIMENSION IS THE DISTANCE BETWEEN THE FIRST AND SECOND SIGNS. THE C DIMENSION IS THE DISTANCE BETWEEN THE SECOND AND THIRD SIGNS. (THE "THIRD" SIGN IS THE FIRST ONE TYPICALLY ENCOUNTERED BY A DRIVER APPROACHING A TEMPORARY TRAFFIC CONTROL (TTC) ZONE.)

THE "THIRD" SIGN ABOVE IS TYPICALLY REFERRED TO AS AN "ADVANCE WARNING" SIGN ON THE TTC SETUPS. THESE ADVANCE WARNING SIGNS ARE LOCATED PRIOR TO THE PROJECT LIMITS ON ALL APPROACHES (i.e. THE W20-1 SERIES (ROAD WORK XX FT) SIGNS), AND USUALLY REMAIN FOR THE DURATION OF THE PROJECT. ADDITIONAL SIGNS (i.e. "RIGHT LANE CLOSED 1 MILE" AND "LEFT LANE CLOSED 1 MILE") HAVE BEEN SHOWN IN SOME FIGURES AS EXAMPLES OF REINFORCEMENT SIGN PLACEMENT BUT ARE USED IN RARE OCCASIONS.

THE FIRST AND SECOND WARNING SIGNS ABOVE ARE REFERRED TO AS THE OPERATIONAL (DAY-TO-DAY) WORK ZONE SIGNS AND MAY BE MOVED DEPENDING ON WHERE THE SPECIFIC ROADWAY WORK FOR THAT DAY IS LOCATED.

R2-10a SIGNS SHALL BE PLACED BETWEEN THE SECOND AND THIRD SIGNS AS DESCRIBED ABOVE.

R2-10a, R2-10e, AND W20-1 SERIES SIGNS ARE TO BE INCLUDED ON ALL DETAILS/TYPICAL SETUPS.

FORMULAS FOR DETERMINING TAPER LENGTHS

SPEED LIMIT (S)	TAPER LENGTH (L) FEET
40 MPH OR LESS	$L = \frac{WS^2}{60}$
45 MPH OR MORE	$L = WS$

WHERE: L = TAPER LENGTH IN FEET (METERS)

W = WIDTH OF OFFSET IN FEET (METERS)

S = POSTED SPEED LIMIT, OR OFF-PEAK 85TH-PERCENTILE SPEED PRIOR TO WORK STARTING, OR THE ANTICIPATED OPERATING SPEED IN MPH (KM/H)

Source: Table 6C-2 MUTCD LATEST EDITION

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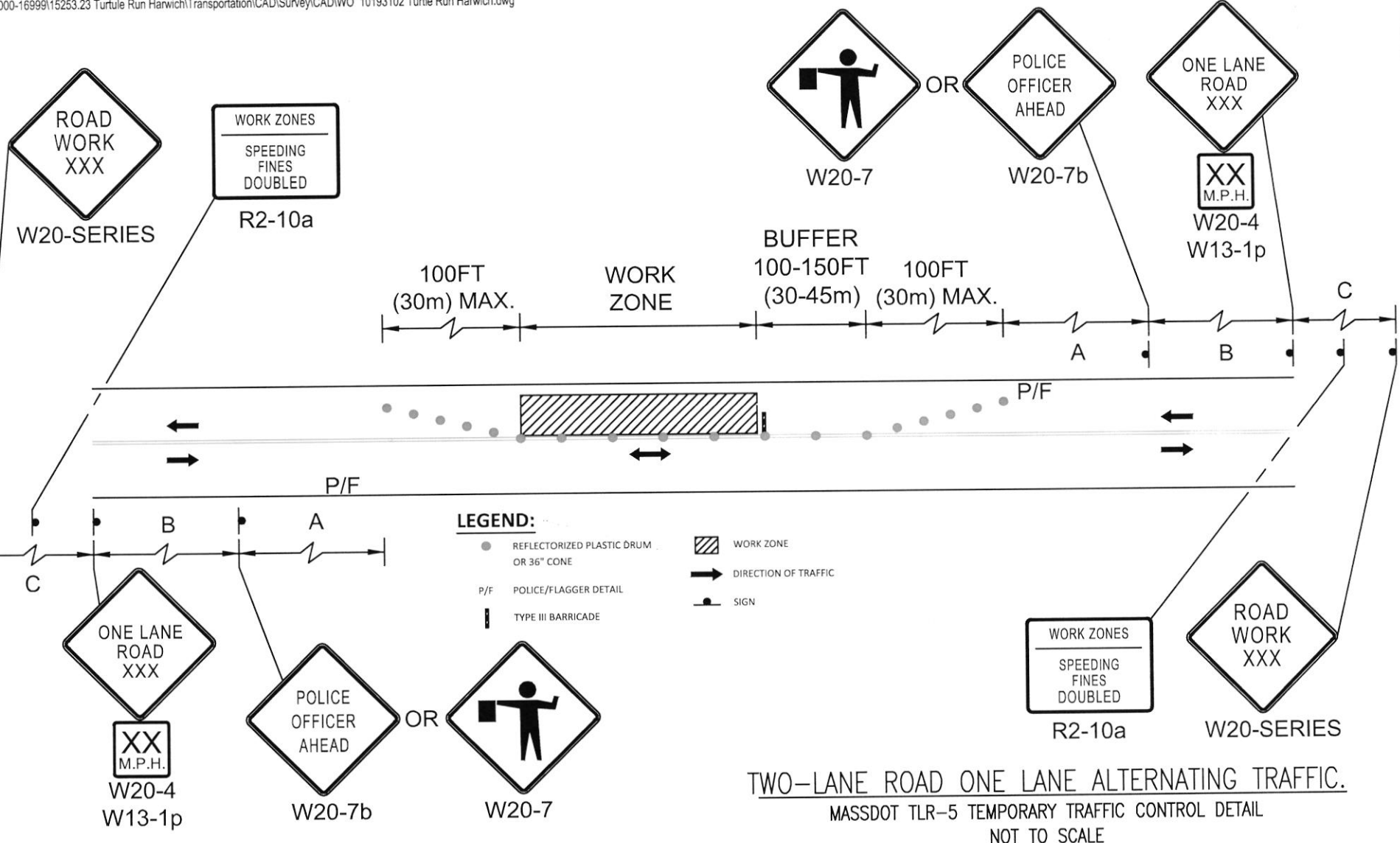
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MASS. LAW

REQUIRES 72 HOURS ADVANCE NOTICE TO UTILITY COMPANIES BEFORE DIGGING BY ANYONE. CALL DIG-SAFE 1-888-344-7233

C#	
Ward #	
Work Order # 10193102	
Surveyed by:	Plan of ORLEANS ROAD
Research by:	HARWICH, MA
Plotted by: NITSCH	Showing
Proposed Structures:	
Approved:	Scale _____ Date 1/25/2023
P#	SHEET 2 of 3





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MASS. LAW
NOTICE TO UTILITY COMPANIES
SAFE 1-888-344-7233

C#		 1185 MASSACHUSETTS AVE. DORCHESTER, MASS. 02125
Ward #		
Work Order # 10193102		
Surveyed by:	Plan of ORLEANS ROAD	
Research by:	HARWICH, MA	
Plotted by: NITSCH	Showing	
Proposed Structures:		
Approved:	Scale	Date 1/25/2023
P#	SHEET	3 of 3

TOWN OF HARWICH
NOTICE OF PUBLIC HEARING
March 3, 2023

Pursuant to M.G.L. Ch. 166, § 22, a Public Hearing will be held at **9:15 AM on Friday, March 3, 2023** at the Harwich Town Hall in the Griffin Room, 732 Main Street, Harwich, MA in reference to the following matter:

A petition by NSTAR ELECTRIC COMPANY d/b/a/ Eversource Energy requesting permission to locate underground cables, conduits and manholes, including the necessary sustaining and protecting fixtures, in under, along and across the following public way or ways:

Orleans Road

PROPOSED: To install 90' +/- 2-4" conduit

All abutters and other interested persons are invited to attend. For further information, please call the Town Administrator's Office at (508) 430-7513 or stop by Town Hall, 732 Main Street, Harwich where the information is on file.

Meggan Eldredge
Assistant Town Administrator

Cape Cod Chronicle
February 9, 2023

**TOWN OF HARWICH
NOTICE OF PUBLIC HEARING
March 3, 2023**

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Meggan Eldredge
Assistant Town Administrator

The Cape Cod Chronicle
Feb. 9, 2023

JOINT MEETING
WITH BOARD OF
SELECTMEN & BOARD OF
WATER/WASTEWATER
COMMISSIONERS

**FY 2024 BUDGET
WATER ENTERPRISE FUND**

Updated 3/16/23

ORG/OBJ	DESCRIPTION	FY 2021 ACTUALS	FY 2022 ACTUALS	FY 2023 BUDGET	FY 2024 BUDGET	% Increase
1320	WATER ENTERPRISE FUND					
596000	OFUS / INDIRECTS	\$730,290	\$727,304	\$759,278	\$818,913	
	WATER ENTERPRISE FUND	\$730,290	\$727,304	\$759,278	\$818,913	7.85%
13204501	WATER ENTERP SALARIES & WAGES	FY 2021 ACTUALS	FY 2022 ACTUALS	FY 2023 BUDGET	FY 2024 BUDGET	
511100	SALARIES ELECTED OFFICIALS	\$3,167	\$5,000	\$5,000	\$5,000	0.00%
511900	SALARIES & WAGES	\$929,095	\$949,016	\$993,386	\$1,034,522	4.14%
512000	SEASONAL S&W	\$14,201	\$4,141	\$33,946	\$35,654	5.03%
512500	COMPENSATORY TIME	\$1,953	\$1,416	\$0	\$0	0.00%
512501	STIPEND	\$0	\$0	\$0	\$0	0.00%
513000	OVERTIME	\$231,946	\$234,945	\$206,020	\$278,396	35.13%
513060	FLUSHING OT	\$0	\$0	\$31,185	\$0	-100.00%
514000	LONGEVITY	\$28,306	\$11,753	\$26,050	\$33,665	29.23%
515000	VACATION SALARIES & WAGES	\$0	\$0	\$0	\$0	0.00%
515005	SICK LEAVE BUY-BACK@RETIREMENT	\$8,299	\$10,818	\$0	\$0	0.00%
515007	SICK LEAVE BONUS PER CONTRACT	\$1,675	\$1,700	\$3,325	\$3,325	0.00%
	WATER ENTERP SALARIES	\$1,218,643	\$1,218,789	\$1,298,912	\$1,390,562	7.06%
					7.06%	
13204502	WATER ENTERPRISE FUND EXPENSES	FY 2021 ACTUALS	FY 2022 ACTUALS	FY 2023 BUDGET	FY 2024 BUDGET	
517900	OTHER FRINGE BENEFITS	\$7,530	\$9,971	\$8,800	\$11,000	25.00%
521100	ELECTRIC UTILITY	\$361,269	\$341,499	\$366,427	\$407,177	11.12%
521200	GAS UTILITY	\$5,855	\$7,534	\$8,000	\$8,000	0.00%
524140	VEHICLE/EQUIPMENT MAINTENANCE	\$69,965	\$51,637	\$71,000	\$52,000	-26.76%
524160	BUILDING & GROUNDS MAINTENANCE	\$32,134	\$51,735	\$130,983	\$52,000	-60.30%
525000	TECHNICAL SUPPORT AGREEMENTS	\$23,755	\$34,933	\$43,540	\$43,540	0.00%
526000	BUILDING MAINT AGREEMENTS	\$9,865	\$4,137	\$22,750	\$22,750	0.00%
530800	LABORATORY SERVICES	\$35,314	\$12,278	\$35,314	\$35,314	0.00%
530820	PROFESSIONAL SERVICES	\$106,456	\$86,353	\$60,000	\$85,000	41.67%
530875	PRINTING SERVICES & SUPPLIES	\$8,932	\$9,147	\$10,000	\$10,000	0.00%
534100	ADVERTISING	\$2,730	\$2,491	\$1,500	\$2,500	66.67%
534300	POSTAGE	\$17,017	\$18,094	\$17,500	\$18,500	5.71%
534400	TELEPHONE	\$7,391	\$7,453	\$7,700	\$7,700	0.00%
534430	COMMUNICATION SERVICES	\$17,789	\$16,430	\$19,000	\$19,000	0.00%
541100	PROPANE UTILITY	\$14,250	\$16,067	\$18,944	\$16,100	-15.01%
542000	OFFICE SUPPLIES	\$6,284	\$4,582	\$6,300	\$6,300	0.00%
542013	HARDWARE/SOFTWARE/OFFICE	\$12,721	\$6,042	\$25,924	\$25,924	0.00%
548100	BULK FUEL	\$15,280	\$26,658	\$24,165	\$27,000	11.73%
548200	TREATMENT SUPPLIES	\$42,986	\$14,380	\$27,500	\$18,000	-34.55%
548250	TREATMENT CHEMICALS	\$157,042	\$165,877	\$165,000	\$247,850	50.21%
553000	PUBLIC WORKS SUPPLIES	\$27,799	\$14,751	\$27,800	\$27,800	0.00%
553100	METERS/READ DEVICES & SUPPLIES	\$108,908	\$115,987	\$180,000	\$180,000	0.00%
553200	SERVICE INSTALLATION SUPPLIES	\$48,668	\$77,125	\$48,700	\$77,000	58.11%

FY 2024 BUDGET
WATER ENTERPRISE FUND

Updated 3/16/23

ORG/OBJ	DESCRIPTION	FY 2021 ACTUALS	FY 2022 ACTUALS	FY 2023 BUDGET	FY 2024 BUDGET	% Increase
553300	PIPES, VALVES & FITTINGS	\$72,452	\$110,394	\$90,000	\$110,500	22.78%
553350	WATER MAIN REPLACEMENT	\$98,093	\$31,083	\$35,000	\$85,000	142.86%
553500	POLICE DETAILS	\$27,906	\$27,413	\$35,000	\$27,500	-21.43%
553600	ROAD REPAIRS	\$34,476	\$16,401	\$34,500	\$16,500	-52.17%
553900	MECHANICAL TANK MAINT & INSP	\$6,930	\$12,495	\$10,000	\$13,000	30.00%
554200	GENERATOR MAINT	\$13,809	\$29,634	\$14,000	\$29,700	112.14%
554300	WELL REHAB	\$5,711	\$0	\$45,000	\$45,000	0.00%
558100	UNIFORMS AND SAFETY SUPPLIES	\$2,543	\$3,819	\$17,280	\$10,000	-42.13%
573000	DUES/SUBSCRIPTIONS/TRAVEL	\$12,954	\$8,474	\$13,000	\$13,000	0.00%
573200	WATER MGMT PERMIT	\$7,340	\$6,934	\$8,500	\$8,500	0.00%
575070	OPEB	\$50,000	\$50,000	\$50,000	\$50,000	0.00%
591000	MATURE PRINCIPAL LONGTERM DEBT	\$547,671	\$549,467	\$396,438	\$404,300	1.98%
591500	INTEREST ON LONG TERM DEBT	\$171,150	\$152,510	\$138,115	\$127,941	-7.37%
591550	ADMIN FEE LT DEBT	\$2,343	\$2,219	\$2,095	\$1,963	-6.30%
	WATER ENTERP EXPENSES	\$2,193,318	\$2,096,003	\$2,215,775	\$2,343,359	5.76%
					5.76%	
13204504	WATER ENTERP FUND REVENUE	FY 2021 ACTUALS	FY 2022 ACTUALS	FY 2023 BUDGET	FY 2024 BUDGET	
414600	WATER LIENS COLLECTED	\$26,326	\$14,539	\$20,915	\$17,422	-16.70%
417008	PEN & INT WATER LIENS	\$3,115	\$1,641	\$3,116	\$2,457	-21.14%
421100	WATER RATES & SERVICES	\$4,356,298	\$4,298,718	\$4,420,975	\$4,419,575	-0.03%
421200	METERS & SUPPLIES	\$5,325	\$15,564	\$7,252	\$9,151	26.19%
421300	ADMINISTRATIVE FEES	\$700	\$1,236	\$1,645	\$1,332	-19.03%
421400	SERVICE INSTALLATIONS	\$238,410	\$173,601	\$190,659	\$183,693	-3.65%
421450	MARKOUT SERVICES	\$26,627	\$13,734	\$16,753	\$20,181	20.46%
421550	PROPERTY TRANSFER SERVICES	\$24,593	\$20,922	\$23,681	\$22,757	-3.90%
421600	WIRELESS COMMUNICATION LEASE	\$130,164	\$135,483	\$143,903	\$148,220	3.00%
421650	SOLAR REVENUE WATER	\$94,541	\$169,592	\$70,562	\$132,022	87.10%
431100	WATER SERVICE TIGHT PLAN	\$88,015	\$91,728	\$96,016	\$98,056	2.12%
433007	LATE FEE	\$52,982	\$57,019	\$47,065	\$49,815	5.84%
441100	ELECTRICAL SERVICES	\$3,200	\$1,200	\$0	\$0	0.00%
451100	BACKFLOW INSPECTIONS	\$19,472	\$37,464	\$20,366	\$21,838	7.23%
482001	INVESTMENT REVENUE	\$9,144	\$797	\$21,200	\$11,676	-44.93%
484099	MISCELLANEOUS REVENUE	\$60,923	\$55,437	\$54,331	\$52,700	-3.00%
	WATER ENTERP REVENUE	\$5,139,837	\$5,088,676	\$5,138,439	\$5,190,895	1.02%
					1.02%	
		FY 2021 ACTUALS	FY 2022 ACTUALS	FY 2023 BUDGET	FY 2024 BUDGET	
	TOTAL REVENUE	\$5,139,837	\$5,088,676	\$5,138,439	\$5,190,895	1.02%
	TOTAL EXPENSES	\$4,142,250	\$4,042,096	\$4,273,965	\$4,552,834	6.52%
	<i>Delta</i>	<i>\$997,587</i>	<i>\$1,046,580</i>	<i>\$864,474</i>	<i>\$638,061</i>	<i>6.52%</i>

03/16/2023 13:16
 ssieger

TOWN OF HARWICH - LIVE DATA
 NEXT YEAR BUDGET LEVELS REPORT

P 1
 bgnyrpts

PROJECTION: 20241 FY 2024 OPERATING BUDGETS

FOR PERIOD 99

WATER	ENTERPRISE FUND		2022 REVISED BUD	2023 REVISED BUD	2024 REQUEST	2024 TOWN ADMIN	2024 SELECTMEN	2024 FIN COMM
1320	WATER ENTERPRISE FUND							
1320	497000	TRANSFR IN	-2,790.51	.00	.00	.00	.00	.00
1320	596000	OFUS	1,710,521.42	1,059,278.00	818,913.00	818,913.00	818,913.00	818,913.00
	TOTAL WATER ENTERPRISE FUND		1,707,730.91	1,059,278.00	818,913.00	818,913.00	818,913.00	818,913.00
13204501	WATER ENTERP SALARIES & WAGES							
13204501	511100	S&WELECTED	3,000.00	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00
13204501	511900	S&W	1,014,437.93	994,713.77	1,016,066.38	1,016,066.38	1,016,066.38	1,034,522.00
13204501	512000	SEAS S & W	33,946.00	34,624.92	35,654.00	35,654.00	35,654.00	35,654.00
13204501	513000	OVERTIME	202,276.00	202,093.62	278,396.00	278,396.00	278,396.00	278,396.00
13204501	513060	FLUSHING	30,618.00	31,650.60	.00	.00	.00	.00
13204501	514000	LONGEVITY	32,379.00	26,005.85	33,665.00	33,665.00	33,665.00	33,665.00
13204501	515007	SCKLVBONUS	3,325.00	3,325.00	3,325.00	3,325.00	3,325.00	3,325.00
13204501	516000	EOS	.00	.00	15,989.00	21,044.00	21,044.00	.00
	TOTAL WATER ENTERP SALARIES		1,319,981.93	1,297,413.76	1,388,095.38	1,393,150.38	1,393,150.38	1,390,562.00
13204502	WATER ENTERPRISE FUND EXP							
13204502	517900	OTHER FRIN	8,800.00	8,800.00	11,000.00	11,000.00	11,000.00	11,000.00
13204502	521100	ELECTRIC	359,242.00	366,427.00	407,176.00	407,176.00	407,176.00	407,177.00
13204502	521200	GAS	8,000.00	8,000.00	8,000.00	8,000.00	8,000.00	8,000.00
13204502	524140	V&EMAINT	58,500.00	71,000.00	52,000.00	52,000.00	52,000.00	52,000.00
13204502	524160	B&GMAINT	45,000.00	130,983.00	52,000.00	52,000.00	52,000.00	52,000.00
13204502	525000	TECH SUP	43,540.00	43,540.00	43,540.00	43,540.00	43,540.00	43,540.00
13204502	526000	BLDG AGRMT	22,750.00	22,750.00	22,750.00	22,750.00	22,750.00	22,750.00
13204502	530800	LAB SVCS	30,500.00	35,314.00	35,314.00	35,314.00	35,314.00	35,314.00
13204502	530820	PROFSVCS	60,000.00	60,000.00	85,000.00	85,000.00	85,000.00	85,000.00
13204502	530875	PRINT SVC	10,000.00	10,000.00	10,000.00	10,000.00	10,000.00	10,000.00
13204502	534100	ADV	1,500.00	1,500.00	2,500.00	2,500.00	2,500.00	2,500.00
13204502	534300	POSTAGE	17,500.00	17,500.00	18,500.00	18,500.00	18,500.00	18,500.00
13204502	534400	TELEPHONE	7,700.00	7,700.00	7,700.00	7,700.00	7,700.00	7,700.00
13204502	534430	COMM SVCS	16,000.00	19,000.00	19,000.00	19,000.00	19,000.00	19,000.00
13204502	541100	PROPANE	18,944.00	18,944.00	16,100.00	16,100.00	16,100.00	16,100.00
13204502	542000	OFF SUPPLS	5,900.00	6,300.00	6,300.00	6,300.00	6,300.00	6,300.00
13204502	542013	HARD/SOFT	25,924.00	25,924.00	25,924.00	25,924.00	25,924.00	25,924.00
13204502	548100	BULK FUEL	24,165.00	24,165.00	27,000.00	27,000.00	27,000.00	27,000.00
13204502	548200	TREAT SUPP	27,500.00	27,500.00	18,000.00	18,000.00	18,000.00	18,000.00
13204502	548250	TREAT CHEM	165,000.00	165,000.00	247,850.00	247,850.00	247,850.00	247,850.00

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TOWN OF HARWICH - LIVE DATA
 NEXT YEAR BUDGET LEVELS REPORT

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PROJECTION: 20241 FY 2024 OPERATING BUDGETS

FOR PERIOD 99

WATER	ENTERPRISE FUND		2022 REVISED BUD	2023 REVISED BUD	2024 REQUEST	2024 TOWN ADMIN	2024 SELECTMEN	2024 FIN COMM
13204502	553000	P.W. SUPPL	26,250.00	27,800.00	27,800.00	27,800.00	27,800.00	27,800.00
13204502	553100	METERS	121,000.00	180,000.00	180,000.00	180,000.00	180,000.00	180,000.00
13204502	553200	INSTALLSUP	43,000.00	48,700.00	77,000.00	77,000.00	77,000.00	77,000.00
13204502	553300	PIPESETC	90,000.00	90,000.00	110,500.00	110,500.00	110,500.00	110,500.00
13204502	553350	MAINREPL	35,000.00	35,000.00	85,000.00	85,000.00	85,000.00	85,000.00
13204502	553500	DETAILS	60,000.00	35,000.00	27,500.00	27,500.00	27,500.00	27,500.00
13204502	553600	RDREP	33,000.00	34,500.00	16,500.00	16,500.00	16,500.00	16,500.00
13204502	553900	MECHTANK	10,000.00	10,000.00	13,000.00	13,000.00	13,000.00	13,000.00
13204502	554200	GENERMAINT	12,500.00	14,000.00	29,700.00	29,700.00	29,700.00	29,700.00
13204502	554300	WELLREHAB	45,000.00	45,000.00	45,000.00	45,000.00	45,000.00	45,000.00
13204502	558100	UNIFORMS	17,280.00	17,280.00	10,000.00	10,000.00	10,000.00	10,000.00
13204502	573000	DUE, SB, TRV	13,000.00	13,000.00	13,000.00	13,000.00	13,000.00	13,000.00
13204502	573200	WATPERMIT	8,500.00	8,500.00	8,500.00	8,500.00	8,500.00	8,500.00
13204502	575070	OPEB	50,000.00	50,000.00	50,000.00	50,000.00	50,000.00	50,000.00
13204502	591000	MAT.LT.DBT	549,599.00	396,438.00	404,300.00	404,300.00	404,300.00	404,300.00
13204502	591500	INT LT DBT	152,556.00	138,115.00	127,941.00	127,941.00	127,941.00	127,941.00
13204502	591550	ADM FEE LT	2,222.00	2,095.00	24,138.50	24,138.50	24,138.50	1,963.00
TOTAL WATER ENTERPRISE FUND			2,225,372.00	2,215,775.00	2,365,533.50	2,365,533.50	2,365,533.50	2,343,359.00
13204504 WATER REVENUE ENTERP FUND								
13204504	414600	WATER LIEN	-17,826.00	-20,915.00	-17,422.00	-17,422.00	-17,422.00	-17,422.00
13204504	417008	P&I WATER	-2,578.00	-3,116.00	-2,457.00	-2,457.00	-2,457.00	-2,457.00
13204504	421100	WATER R&S	-4,298,631.00	-4,420,975.00	-4,419,575.00	-4,419,575.00	-4,419,575.00	-4,419,575.00
13204504	421200	METERS	-9,339.00	-7,252.00	-9,151.00	-9,151.00	-9,151.00	-9,151.00
13204504	421300	SVCAPPL	-2,053.00	-1,645.00	-1,332.00	-1,332.00	-1,332.00	-1,332.00
13204504	421400	SVINSTALL	-160,101.00	-190,659.00	-183,693.00	-183,693.00	-183,693.00	-183,693.00
13204504	421450	MKOUTSVC	-5,059.00	-16,753.00	-20,181.00	-20,181.00	-20,181.00	-20,181.00
13204504	421550	PROPTRAN	-16,837.00	-23,681.00	-22,757.00	-22,757.00	-22,757.00	-22,757.00
13204504	421600	WIRELESS	-138,393.00	-143,903.00	-148,220.00	-148,220.00	-148,220.00	-148,220.00
13204504	421650	SOLREV	-70,562.00	-70,562.00	-132,022.00	-132,022.00	-132,022.00	-132,022.00
13204504	431100	SVC TIGHT	-90,780.00	-96,016.00	-98,056.00	-98,056.00	-98,056.00	-98,056.00
13204504	433007	LATE FEE	-50,660.00	-47,065.00	-49,815.00	-49,815.00	-49,815.00	-49,815.00
13204504	451100	BACKFLOW	-20,366.00	-20,366.00	-21,838.00	-21,838.00	-21,838.00	-21,838.00
13204504	482001	INVEST REV	-21,200.00	-21,200.00	-11,676.00	-11,676.00	-11,676.00	-11,676.00
13204504	484099	WATER MISC	-54,331.00	-54,331.00	-52,700.00	-52,700.00	-52,700.00	-52,700.00
TOTAL WATER REVENUE ENTERP F			-4,958,716.00	-5,138,439.00	-5,190,895.00	-5,190,895.00	-5,190,895.00	-5,190,895.00
TOTAL WATER ENTERPRISE FUND			294,368.84	-565,972.24	-618,353.12	-613,298.12	-613,298.12	-638,061.00
TOTAL REVENUE			-4,961,506.51	-5,138,439.00	-5,190,895.00	-5,190,895.00	-5,190,895.00	-5,190,895.00
TOTAL EXPENSE			5,255,875.35	4,572,466.76	4,572,541.88	4,577,596.88	4,577,596.88	4,552,834.00
GRAND TOTAL			294,368.84	-565,972.24	-618,353.12	-613,298.12	-613,298.12	-638,061.00

** END OF REPORT - Generated by Sandra Sieger **

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TOWN OF HARWICH - LIVE DATA
NEXT YEAR BUDGET LEVELS REPORT

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PROJECTION: 20241 FY 2024 OPERATING BUDGETS

FOR PERIOD 99

WATER	ENTERPRISE FUND	2022 REVISED BUD	2023 REVISED BUD	2024 REQUEST	2024 TOWN ADMIN	2024 SELECTMEN	2024 FIN COMM
	Field #	Total	Page	Break			
	Sequence 1	1	Y	Y			
	Sequence 2	9	Y	N			
	Sequence 3	0	N	N			
	Sequence 4	0	N	N			

Report title:

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TOWN OF HARWICH - LIVE DATA
NEXT YEAR BUDGET LEVELS REPORT

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PROJECTION: 20241 FY 2024 OPERATING BUDGETS

FOR PERIOD 99

Report type: 2
 Budget level: 1
 Percentage change calculation method: 1
 Print first or second year of budget requests: F
 Print revenue as credit: Y
 Include cfwd in rev bud: N
 Include cfwd in actuals: N
 Print totals only: N
 Include segment code: N
 Include report grand totals by account type: Y
 Print full GL account: N
 Double space: N
 Suppress zero bdgt accts: Y
 Print as worksheet: N
 Print percent change or comment: C
 Print text: N
 Amounts/totals exceed 999 million dollars: N
 Print five budget levels: N
 Report view: D

Find Criteria

Field Name	Field Value
Org	1320*
Object	
Project	
Account type	
Account status	

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TOWN OF HARWICH - LIVE DATA
 NEXT YEAR BUDGET LEVELS REPORT

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PROJECTION: 20241 FY 2024 OPERATING BUDGETS

FOR PERIOD 99

WASTEWATER ENTERPRISE			2022 REVISED BUD	2023 REVISED BUD	2024 REQUEST	2024 TOWN ADMIN	2024 SELECTMEN	2024 FIN COMM
1330	WASTEWATER FUND							
1330	497000	TRANSFR IN	-515,331.00	-2,157,018.53	-761,076.00	-761,076.00	-761,076.00	-1,015,050.00
1330	596000	OFUS	31,446.00	31,687.00	34,930.00	34,930.00	34,930.00	62,148.00
	TOTAL WASTEWATER FUND		-483,885.00	-2,125,331.53	-726,146.00	-726,146.00	-726,146.00	-952,902.00
13304401	SEWER SALARIES & WAGES							
13304401	511900	S&W	78,099.00	82,202.93	93,881.16	93,881.16	93,881.16	175,178.00
13304401	516000	EOS	.00	.00	38,301.00	38,301.00	38,301.00	.00
	TOTAL SEWER SALARIES & WAGES		78,099.00	82,202.93	132,182.16	132,182.16	132,182.16	175,178.00
13304402	WASTEWATER EXPENSES							
13304402	521100	ELECTRIC	4,000.00	20,000.00	20,000.00	20,000.00	20,000.00	20,000.00
13304402	521200	GAS	600.00	600.00	600.00	600.00	600.00	600.00
13304402	530825	PROF SVCS	398,286.00	381,160.00	391,679.00	391,679.00	391,679.00	398,678.00
13304402	530875	PRINT SVC	650.00	650.00	3,000.00	3,000.00	3,000.00	3,000.00
13304402	554200	GENERMAINT	2,250.00	2,250.00	2,250.00	2,250.00	2,250.00	2,250.00
13304402	554210	COLLECTION	.00	20,000.00	20,000.00	20,000.00	20,000.00	20,000.00
13304402	591000	MAT.LT.DBT	.00	1,423,801.75	545,000.00	545,000.00	545,000.00	1,069,826.00
13304402	591500	INT LT DBT	.00	254,218.99	216,076.00	216,076.00	216,076.00	216,076.00
13304402	591550	ADM FEE LT	.00	141,802.79	.00	.00	.00	26,217.00
	TOTAL WASTEWATER EXPENSES		405,786.00	2,244,483.53	1,198,605.00	1,198,605.00	1,198,605.00	1,756,647.00
13304404	WASTEWATER REVENUE							
13304404	422200	USER FEES	.00	.00	-15,000.00	-15,000.00	-15,000.00	-15,000.00
	TOTAL WASTEWATER REVENUE		.00	.00	-15,000.00	-15,000.00	-15,000.00	-15,000.00
	TOTAL WASTEWATER ENTERPRISE		.00	201,354.93	589,641.16	589,641.16	589,641.16	963,923.00
	TOTAL REVENUE		-515,331.00	-2,157,018.53	-776,076.00	-776,076.00	-776,076.00	-1,030,050.00
	TOTAL EXPENSE		515,331.00	2,358,373.46	1,365,717.16	1,365,717.16	1,365,717.16	1,993,973.00
	GRAND TOTAL		.00	201,354.93	589,641.16	589,641.16	589,641.16	963,923.00

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TOWN OF HARWICH - LIVE DATA
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PROJECTION: 20241 FY 2024 OPERATING BUDGETS

FOR PERIOD 99

WASTEWATER ENTERPRISE	2022 REVISED BUD	2023 REVISED BUD	2024 REQUEST	2024 TOWN ADMIN	2024 SELECTMEN	2024 FIN COMM
Sequence 1	1	Y	Y			
Sequence 2	9	Y	N			
Sequence 3	0	N	N			
Sequence 4	0	N	N			

Report title:

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TOWN OF HARWICH - LIVE DATA
NEXT YEAR BUDGET LEVELS REPORT

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PROJECTION: 20241 FY 2024 OPERATING BUDGETS

FOR PERIOD 99

Report type: 2
 Budget level: 1
 Percentage change calculation method: 1
 Print first or second year of budget requests: F
 Print revenue as credit: Y
 Include cfwd in rev bud: N
 Include cfwd in actuals: N
 Print totals only: N
 Include segment code: N
 Include report grand totals by account type: Y
 Print full GL account: N
 Double space: N
 Suppress zero bdgt accts: Y
 Print as worksheet: N
 Print percent change or comment: C
 Print text: N
 Amounts/totals exceed 999 million dollars: N
 Print five budget levels: N
 Report view: D

Find Criteria

Field Name	Field Value
Org	1330*
Object	
Project	
Account type	
Account status	

MEMORANDUM



Harwich Water & Wastewater
Department

196 Chatham Road
Harwich MA 02645

P: 508-432-0304

F: 888-774-3557

www.harwichwater.com

To: Harwich Board of Selectmen
From: Dan Pelletier, Water/Wastewater Superintendent
CC: Joe Powers, Town Administrator
Date: March 16th, 2023
RE: 2023 ATM Articles - Water & Wastewater Department

Included herein please find a summary of the proposed Water & Wastewater articles for the 2023 Annual Town Meeting:

Water Department:

- FY24 New Source Exploration Phase 2 –Total \$600k (\$300k Retained Earnings + \$300k 2022 ATM Article 21)
- FY24 Pavement Management Plan – Total \$175k (Funding – Retained Earnings)
- FY24 Route 28 Watermain Replacement - \$17.5M (Funding – Water receipts)
- 129 Route 28 Utility Easement - \$10,000 (Funding – Retained Earnings) *this is in support of the watermain replacement project, DOT is requiring we obtain our own separate easement.*
- Water Bylaw Amendments #1 – Increase fines associated with violation of water use restrictions
- Water Bylaw Amendments #2 – Language relative to the regulation of private wells during times of water use restrictions

Wastewater:

- Phase 3 East Harwich Collections System Expansion - \$50M Funding – Debt Exclusion
- West Harwich Route 28 Sewer Main Installation - \$6.5M Funding – Debt Exclusion
- Assistant Wastewater Superintendent (if adds to staff are standalone article) – S&W 80,000 Fringe 27,181 Funding - OP Budget

Chapter 300

WATER

[HISTORY: Adopted by the Special Town Meeting of the Town of Harwich 5-5-2009 by Art. 1. Amendments noted where applicable.]

Proposed amendments to revise the water restriction violation penalties

ARTICLE I
Water Supply Emergency

§ 300-1. Authority.

This bylaw is adopted pursuant to the police and home rule powers of the Town and also pursuant to the authority conferred by MGL c. 40, § 21.

§ 300-2. Purpose.

The purpose of this bylaw is to maintain the public health, safety and welfare by protecting the Town's water supply whenever there is in force a state of water supply emergency by providing for enforcement of any restrictions, requirements, provisions or conditions duly imposed by the Town of Harwich with the approval of the Department of Environmental Protection (DEP).

§ 300-3. Definitions.

For the purpose of this bylaw the following terms shall have the meanings indicated:

ENFORCEMENT AUTHORITY — The Town of Harwich's Board of Water Commissioners or its designee or other department or board having responsibility for the operation and maintenance of the water supply, the health agent, the Town police, and the Fire Chief or his authorized designee.

STATE OF WATER SUPPLY EMERGENCY — A state of water supply emergency declared on petition of the Town by the Department of Environmental Protection pursuant to MGL c. 21G, §§ 15 through 17 or MGL c. 111, § 160 or by the Governor.

§ 300-4. Requirements.

The following shall apply to all users of water supplied by the Town of Harwich: following notification by the Town of Harwich of the existence of a state of water supply emergency, no person shall violate any provision, condition, requirement or restriction included in a plan approved by the Department of Environmental Protection which has as its purpose the abatement of a water supply emergency. Notification of any provision, restriction, requirement, or condition with which users of water supplied by the Town of Harwich are required to comply to abate a situation of water emergency shall be sufficient for the purposes of this bylaw if it is published in a newspaper of general circulation within the Town of Harwich or by such other notice as is reasonably calculated to reach and inform all users of Town of Harwich water.

§ 300-5. Violations and penalties.

Any person or entity that violates this bylaw shall be liable to the Town of Harwich in the amount of ~~\$50-100~~ for the first violation and ~~\$100-300~~ for each subsequent violation. Fines shall be recovered by indictment or on complaint before the District Court or by noncriminal disposition in accordance with MGL c. 40, § 21D. Each separate instance of noncompliance following issuance of any warning or citation pursuant to this section or each day of a continuing violation shall constitute a separate offense.

§ 300-6. Right of entry.

Agents of the enforcement authority may enter by owner permission or by warrant only any property for the purpose of inspecting or investigating any violation of this bylaw or for the purpose of enforcing the same.

§ 300-7. Severability.

The invalidity of any portion or provisions of this bylaw shall not invalidate any other portion, provision or section hereof.

ARTICLE II
Water Use Restriction

§ 300-8. Authority.

This bylaw is adopted by the Town under its police powers to protect public health and welfare and its powers under MGL c. 40, § 21 et seq. and implements the Town's authority to regulate water use pursuant to MGL c. 41, § 69B. This bylaw also implements the Town's authority under MGL c. 40, § 41A, conditioned upon a declaration of water supply emergency issued by the Department of Environmental Protection.

§ 300-9. Purpose.

The purpose of this bylaw is to protect, preserve and maintain the public health, safety and welfare whenever there is in force a state of water supply conservation or state of water supply emergency by providing for enforcement of any duly imposed restrictions, requirements, provisions or conditions imposed by the Town or by the Department of Environmental Protection.

§ 300-10. Definitions.

For the purpose of this bylaw the following terms shall have the meanings indicated:

ENFORCING PERSON — The Board of Water Commissioners, the Board of Health and health agent, police officers of the Town and any other persons designated by the Board of Water Commissioners to enforce this bylaw.

PERSON — Any individual, corporation, trust, partnership or association, or other entity.

STATE OF WATER SUPPLY CONSERVATION — A state of water supply conservation declared by the Town pursuant to § 300-11 of this bylaw.

STATE OF WATER SUPPLY EMERGENCY — A state of water supply emergency declared by the Department of Environmental Protection under MGL c. 21G, §§ 15 to 17.

WATER USERS or WATER CONSUMERS — All public and private users of the Town's public water system, irrespective of any person's responsibility for billing purposes for water used at any particular facility.

§ 300-11. Declaration of state of water supply conservation.

The Town, through its Board of Water Commissioners, may declare a state of water supply conservation upon a determination by a majority vote of the Board that a shortage of water exists and conservation measures are appropriate to ensure an adequate supply of water to all water consumers. Public notice of a state of water supply conservation shall be given under § 300-13 of this bylaw before it may be enforced.

§ 300-12. Restricted water uses.

A declaration of a state of water supply conservation shall include one or more of the

following restrictions, conditions, or requirements limiting the use of water as necessary to protect the water supply. The applicable restrictions, conditions, or requirements shall be included in the public notice required under § 300-13.

- A. Odd/even day outdoor watering. Outdoor watering by water users with odd-numbered addresses is restricted to odd-numbered days. Outdoor watering by water users with even-numbered addresses is restricted to even-numbered days.
- B. Outdoor watering ban. Outdoor watering is prohibited.
- C. Outdoor watering hours. Outdoor watering is permitted only during daily periods of low demand, to be specified in the declaration of a state of water supply conservation and public notice thereof.
- D. Filling swimming pools. Filling of swimming pools is prohibited.
- E. Automatic sprinkler use. The use of automatic sprinkler systems is prohibited.

§ 300-13. Notice.

Notification of any provision, restriction, requirement or condition imposed by the Town as part of a state of water supply conservation shall be published in a newspaper of general circulation within the Town, or by such other means reasonably calculated to reach and inform all users of water of the state of water supply conservation. Any restriction imposed under § 300-12 shall not be effective until such notification is provided. Notification of the state of water supply conservation shall also be simultaneously provided to the Massachusetts Department of Environmental Protection.

§ 300-14. Termination of state of water supply conservation.

A state of water supply conservation may be terminated by a majority vote of the Board of Water Commissioners upon a determination that the water supply shortage no longer exists. Public notification of the termination of a state of water supply conservation shall be given in the same manner required by § 300-13.

§ 300-15. Water supply emergencies.

Upon notification to the public that a declaration of a state of water supply emergency has been issued by the Department of Environmental Protection, no person shall violate any provision, restriction, requirement, or condition of any order approved or issued by the Department intended to bring about an end to the state of emergency.

§ 300-16. Violations and penalties.

Any person violating this bylaw shall be liable to the Town in the amount of ~~\$50-100~~ for the first violation and ~~\$100-300~~ for each subsequent violation, which shall inure to the Town. Fines shall be recovered by indictment, or on complaint before the District Court, or by noncriminal disposition in accordance with MGL c. 40, § 21D. Each day of violation shall constitute a separate offense.

§ 300-17. Severability.

The invalidity of any portion or provision of this bylaw shall not invalidate any other portion or provision thereof.

Chapter 300

WATER

[HISTORY: Adopted by the Special Town Meeting of the Town of Harwich 5-5-2009 by Art. 1. Amendments noted where applicable.]

- Proposed bylaw amendments to include the enforcement of water use restrictions on users of private wells.

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ARTICLE I
Water Supply Emergency

§ 300-1. Authority.

This bylaw is adopted pursuant to the police and home rule powers of the Town and also pursuant to the authority conferred by MGL c. 40, § 21.

§ 300-2. Purpose.

The purpose of this bylaw is to maintain the public health, safety and welfare by protecting the Town's water supply whenever there is in force a state of water supply emergency by providing for enforcement of any restrictions, requirements, provisions or conditions duly imposed by the Town of Harwich with the approval of the Department of Environmental Protection (DEP).

§ 300-3. Definitions.

For the purpose of this bylaw the following terms shall have the meanings indicated:

ENFORCEMENT AUTHORITY — The Town of Harwich's Board of Water Commissioners or its designee or other department or board having responsibility for the operation and maintenance of the water supply, the health agent, the Town police, and the Fire Chief or his authorized designee.

STATE OF WATER SUPPLY EMERGENCY — A state of water supply emergency declared on petition of the Town by the Department of Environmental Protection pursuant to MGL c. 21G, §§ 15 through 17 or MGL c. 111, § 160 or by the Governor.

WATER USERS or WATER CONSUMERS — All public and private users of the Town's public water system and private well users, irrespective of any person's responsibility for billing purposes for water used at any particular facility.

§ 300-4. Requirements.

The following shall apply to all users of water supplied by the Town of Harwich and private well users: following notification by the Town of Harwich of the existence of a state of water supply emergency, no person shall violate any provision, condition, requirement or restriction included in a plan approved by the Department of Environmental Protection which has as its purpose the abatement of a water supply emergency. Notification of any provision, restriction, requirement, or condition with which users of water supplied by the Town of Harwich or private well users are required to comply to abate a situation of water emergency shall be sufficient for the purposes of this bylaw if it is published in a newspaper of general circulation within the Town of Harwich or by such other notice as is reasonably calculated to reach and inform all users of Town of Harwich water.

§ 300-5. Violations and penalties.

Any person or entity that violates this bylaw shall be liable to the Town of Harwich in the amount of \$50 for the first violation and \$100 for each subsequent violation.

Fines shall be recovered by indictment or on complaint before the District Court or by noncriminal disposition in accordance with MGL c. 40, § 21D. Each separate instance of noncompliance following issuance of any warning or citation pursuant to this section or each day of a continuing violation shall constitute a separate offense.

§ 300-6

HARWICH CODE

§ 300-7

§ 300-6. Right of entry.

Agents of the enforcement authority may enter by owner permission or by warrant only any property for the purpose of inspecting or investigating any violation of this bylaw or for the purpose of enforcing the same.

§ 300-7. Severability.

The invalidity of any portion or provisions of this bylaw shall not invalidate any other portion, provision or section hereof.

ARTICLE II
Water Use Restriction

§ 300-8. Authority.

This bylaw is adopted by the Town under its police powers to protect public health and welfare and its powers under MGL c. 40, § 21 et seq. and implements the Town's authority to regulate water use pursuant to MGL c. 41, § 69B. This bylaw also implements the Town's authority under MGL c. 40, § 41A, conditioned upon a declaration of water supply emergency issued by the Department of Environmental Protection.

§ 300-9. Purpose.

The purpose of this bylaw is to protect, preserve and maintain the public health, safety and welfare whenever there is in force a state of water supply conservation or state of water supply emergency by providing for enforcement of any duly imposed restrictions, requirements, provisions or conditions imposed by the Town or by the Department of Environmental Protection.

§ 300-10. Definitions.

For the purpose of this bylaw the following terms shall have the meanings indicated:

ENFORCING PERSON — The Board of Water Commissioners, the Board of Health and health agent, police officers of the Town and any other persons designated by the Board of Water Commissioners to enforce this bylaw.

PERSON — Any individual, corporation, trust, partnership or association, or other entity.

STATE OF WATER SUPPLY CONSERVATION — A state of water supply conservation declared by the Town pursuant to § 300-11 of this bylaw.

STATE OF WATER SUPPLY EMERGENCY — A state of water supply emergency declared by the Department of Environmental Protection under MGL c. 21G, §§ 15 to 17.

WATER USERS or WATER CONSUMERS — All public and private users of the Town's public water system and private well users, irrespective of any person's responsibility for billing purposes for water used at any particular facility.

§ 300-11. Declaration of state of water supply conservation.

The Town, through its Board of Water Commissioners, may declare a state of water supply conservation upon a determination by a majority vote of the Board that a shortage of water exists and conservation measures are appropriate to ensure an adequate supply of water to all water consumers. Public notice of a state of water supply conservation shall be given under § 300-13 of this bylaw before it may be enforced.

§ 300-12. Restricted water uses.

A declaration of a state of water supply conservation shall include one or more of the

following restrictions, conditions, or requirements limiting the use of water as necessary to protect the water supply. The applicable restrictions, conditions, or requirements shall be included in the public notice required under § 300-13.

- A. Odd/even day outdoor watering. Outdoor watering by water users with odd-numbered addresses is restricted to odd-numbered days. Outdoor watering by water users with even-numbered addresses is restricted to even-numbered days.
- B. Outdoor watering ban. Outdoor watering is prohibited.
- C. Outdoor watering hours. Outdoor watering is permitted only during daily periods of low demand, to be specified in the declaration of a state of water supply conservation and public notice thereof.
- D. Filling swimming pools. Filling of swimming pools is prohibited.
- E. Automatic sprinkler use. The use of automatic sprinkler systems is prohibited.

§ 300-13. Notice.

Notification of any provision, restriction, requirement or condition imposed by the Town as part of a state of water supply conservation shall be published in a newspaper of general circulation within the Town, or by such other means reasonably calculated to reach and inform all users of water of the state of water supply conservation. Any restriction imposed under § 300-12 shall not be effective until such notification is provided. Notification of the state of water supply conservation shall also be simultaneously provided to the Massachusetts Department of Environmental Protection.

§ 300-14. Termination of state of water supply conservation.

A state of water supply conservation may be terminated by a majority vote of the Board of Water Commissioners upon a determination that the water supply shortage no longer exists. Public notification of the termination of a state of water supply conservation shall be given in the same manner required by § 300-13.

§ 300-15. Water supply emergencies.

Upon notification to the public that a declaration of a state of water supply emergency has been issued by the Department of Environmental Protection, no person shall violate any provision, restriction, requirement, or condition of any order approved or issued by the Department intended to bring about an end to the state of emergency.

§ 300-16. Violations and penalties.

Any person violating this bylaw shall be liable to the Town in the amount of \$50 for the first violation and \$100 for each subsequent violation, which shall inure to the Town. Fines shall be recovered by indictment, or on complaint before the District Court, or by noncriminal disposition in accordance with MGL c. 40, § 21D. Each day of violation shall constitute a separate offense.

§ 300-17

WATER

§ 300-17

§ 300-17. Severability.

The invalidity of any portion or provision of this bylaw shall not invalidate any other portion or provision thereof.

MEMORANDUM



Harwich Water & Wastewater Department

196 Chatham Road
Harwich MA 02645
P: 508-432-0304
F: 888-774-3557

www.harwichwater.com

To: Harwich Board of Selectmen
From: Dan Pelletier, Water/Wastewater Superintendent
CC: Joe Powers, Town Administrator
Date: March 16th, 2023
RE: FY24 Assistant Wastewater Superintendent Position

Included herein for the Boards consideration please find additional detail in support of proposed FY24 Assistant Wastewater Superintendent position.

Background:

At the 2015 Annual Town Meeting the Town of Harwich approved its 40-year Comprehensive Wastewater Management Plan (CWMP). After adoption of the CWMP the Town established a framework where the Board of Selectmen are responsible for the design and construction of the wastewater collections system and implementation of the CWMP. As portions of the collections system are constructed and brought online responsibility for the physical infrastructure and day-to-day operation of the collections system would fall under the Board of Water & Wastewater Commissioners. As a result, the Board of Water Commissioners amended the existing Water Superintendent position to include oversight of the wastewater collections system establishing the new position of Water/Wastewater Superintendent. The responsibility of this position is for the day-to-day management and oversight of the Water Department and wastewater collections system upon commencement of flow. This framework as well as the expansion of the 3-member Water Commission to a 5-member Water/Wastewater Commission was adopted under Article 35 of the 2019 Annual Town Meeting.

Evolution of the Water/Wastewater Superintendent Position:

Upon accepting the position of Water/Wastewater Superintendent in June of 2015 the predominant workload was water related as the CWMP was adopted a month prior and no wastewater construction had occurred. In the immediate years following the adoption of the CWMP, implementation activities responsible to the Board of Selectmen, including IMA negotiation, DHY negotiations, collections system design, securing of easements, legal coordination, public outreach, town meeting related items, and more were fulfilled through the Administration department with ongoing support from the Wastewater Implementation Committee, Town Engineer, and wastewater consultant CDM Smith. At that time, in my role as Water/Wastewater Superintendent I advocated for a seat at the table to be informed of, and provide comments & feedback on the collections system I would ultimately inherit. As the design of Phase 2 was completed and the project progressed to construction my involvement was still somewhat limited and included supporting the Phase 2 Project Outreach Coordinator. These duties grew extensively during construction as the collections system design for Phase 2 did not identify the location of individual sewer stubs, instead it was expected that this information would be provided by the property owners themselves. Due to the technical considerations that need to be made when determining a sewer stub location, this was not a task most residents could complete on their own or with the help of our Public Outreach Coordinator. Simultaneous to the construction of Phase 2 there was a growing public concern with portions of the CWMP as well as turnover in both the Administration and Engineering departments furthering my involvement with CWMP implementation. Since that time, I have had direct involvement in or assumed responsibility for renegotiating the terms of the Harwich-Chatham IMA, overseeing completion on Phase 2, Cold Brook Project, CWMP Revisions, Effluent Recharge Investigation, SewerCAD Modeling, Pleasant Bay Alliance &

Watershed Permit compliance, GSLA ARPA Grant, Route 28 Dry Sewer Pipe, and the Phase 3 Collections System Design. I am grateful for the opportunity to spearhead these efforts and take great pleasure in fulfilling the role my position has evolved into, that said, it should be noted that the additional duties I have taken on limit my ability to support the day-to-day operation of the wastewater department as originally intended.

Existing & Anticipated FY24 Wastewater Projects:

Existing:

- CWMP Revisions
- Effluent Recharge Investigation
- Phase 3 Collections System Design
- Cold Brook Project
- Route 28 Dry Sewer Pipe Design

Anticipated:

- Phase 3 Collections System Construction
- Route 28 Dry Sewer Pipe Construction
- Cold Brook Project Construction
- Great Sand Lakes Sewer Design

Assistant Wastewater Superintendent:

As noted above, the assumption of duties relating to CWMP implementation has limited my ability to support the day-to-day operations of the wastewater collections system. The proposed Assistant Wastewater Superintendent position is intended to not only fill this gap, but also provide the much-needed support in the areas of CWMP implementation, wastewater construction, and public outreach. Additional information on the position and duties are contained within the attached draft job description.

Full Time vs. Part Time Employee:

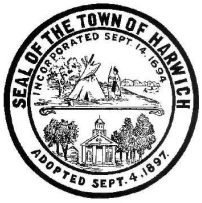
As conversations surrounding the creation of a new position occurred the concept of a part time Assistant Wastewater Superintendent was contemplated. This concept was originally proposed when considering the anticipated workload and duties responsible to the position and understanding the public sentiment surrounding the creation of new positions. During this exercise a hybrid 50/50 water/wastewater employee was contemplated and included reducing the quantity of FTE within the Water Department from 15FTE to 14.5FTE and splitting the duties between divisions. Ultimately, upon evaluating this concept the Board of Water/Wastewater Commissioners has recommended the position be established as full time, it is the position of the Board that the day-to-day oversight of the collections system, delegated tasks relative to CWMP implementation, and public outreach & support during wastewater construction justify full time status. In addition, the Board also expressed concern about the unintended consequences resulting from the reduction of FTE within the Water Department.

Assistant Wastewater Superintendent Office Space & Vehicle:

The Assistant Wastewater Superintendent is proposed to work out of the Water & Wastewater Department office located at 196 Chatham Road. The current office layout can accommodate an additional workstation for this position with no alterations to the building or IT infrastructure. The office is currently equipped with an auxiliary workstation that can be designated to this position. Where it is expected the Asst. Wastewater Superintendent will require a town vehicle to perform the duties of the position, I recommend retaining the better of 2 water dept. vehicles anticipated for trade in this year to be used in FY24. In speaking with Kyle Edson at DPW, he is anticipating 3 police cruisers will be retired next year, it would be my recommendation at that time to repurpose one of the retired cruisers for the Asst. Wastewater Superintendent.

Phase 2 Collections System Stats:

- 461 Order to Connect letters have been issued to the Phase 2 service area
- 110 Properties currently connected to the collections system
- Est. Connections in FY24 – additional 150 – 225 connections



Town of Harwich

Water & Wastewater Department
196 Chatham Road
Harwich, MA 02645
508-432-0304

Position Title: Assistant Wastewater Superintendent

Department: Wastewater

Pay Grade:

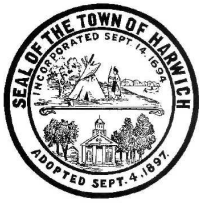
Statement of Duties

The Assistant Wastewater Superintendent performs administrative, supervisory, and physical work in the planning, directing, and managing of all wastewater facilities and personnel involved in the Wastewater Department. Performs all other related work as required and as directed by the Superintendent.

Essential Functions

The essential functions or duties listed below are intended only as illustration of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if work is similar, related, or a logical assignment to the position.

1. Responsible for the development & implementation of the wastewater department asset management plan.
2. Develop & maintain Standard Operating Procedures (SOPs) for recurring collections system maintenance activities.
3. Provide technical review of plans & specifications for proposed sewer system extensions.
4. Coordinate & oversee collections system maintenance activities including but not limited to, sewer system jetting, wet well cleaning, grease trap inspections, and camera inspections.
5. Coordinate & oversee pump station maintenance including pump/motor service, emergency standby generators, instrumentation, and SCADA equipment.
6. Prepares & maintains pumping reports for determining/validating flow variable expenses relating to Harwich-Chatham Inter Municipal Agreement and future agreements with neighboring communities.
7. Meets with property owners to assist in determining sewer service location.
8. Assist Superintendent in the preparation of bid documents and procurement of department services & supplies.
9. Inspects sewer installations to ensure all work is done in accordance with the department's rules & regulations.
10. Review sewer system as-built diagrams for completeness.
11. Plans and schedules maintenance of buildings and grounds to ensure that facilities are cleaned and kept in good repair.
12. Regularly checks & maintains an inventory of sewer system repair materials & supplies. Advises Superintendent when materials must be reordered and coordinates the receipt of inventory received against packing lists.
13. Processes applications from other utility companies (gas, telephone and electric) for permits to excavate.
14. Creates & assigns work orders to locate and mark-out sewer system pipes and appurtenances.
15. Responds to customer inquiries and complaints.
16. Assist Superintendent with state mandated reporting.
17. Maintain up-to-date knowledge of the methods, techniques and safety requirements relating to wastewater collections systems and pertinent EPA/DEP rules and regulations.
18. Assists the Superintendent in preparing and submitting information and reports regarding departmental plans and operations to federal and state agencies and local Boards and Commissions and Committees as required.
19. In conjunction with the Superintendent serves as town representative for wastewater capital improvement projects.



Town of Harwich

Water & Wastewater Department
196 Chatham Road
Harwich, MA 02645
508-432-0304

20. Keeps abreast of regulatory changes/developments to ensure compliance with all applicable State & Federal rules and regulations.
21. Assist the Superintendent with the planning & implementation of the Town's Comprehensive Wastewater Implementation Plan.
22. Assists the Superintendent in the preparation of in-house publications including informational newsletters on Wastewater Department activities, consumer education and other required regulatory consumer information.
23. Respond to wastewater emergencies occurring during or after regularly scheduled work shift.
24. Assist the Superintendent in coordinating bid processes to ensure compliance with all laws, rules and regulations.
25. Assists the Superintendent in reviewing proposals and monitoring and evaluating contractor performance.

Supervision

Works under the direct supervision of the Superintendent and responsible for the day-to-day oversight of wastewater personnel, contract operations, and the wastewater collections system

Recommended Minimum Qualifications

Education and Experience

Bachelors of Science in civil, environmental, mechanical, or chemical engineering, or related field. A minimum of five (5) years of experience in the field relating to the construction, repair and maintenance of wastewater collection systems and treatment facilities including the operation of related maintenance and mechanical equipment, or any equivalent combination of education and experience.

Licensing and Certification

Valid Class D Motor Vehicle Operator's License. Grade 4 (four) Collection System Certification
*Consider including WWTP License?

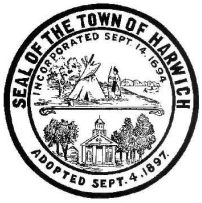
Knowledge, Skills and Abilities

A candidate for this position should have:

- The ability to read diagrams, as-built plans and other detailed schematic drawings;
- Highly skilled and knowledgeable in all facets of sewer department operations;
- Technical knowledge with regard to construction techniques and procedures;
- Working knowledge of office practices and procedures;
- Written and verbal communication skills; and the
- Ability to deal courteously with the public.

Tool and Equipment Used

All facility equipment, hand tools, snow plow, laboratory equipment. Testing equipment, SCADA computer system, calculators, and general office equipment.



Town of Harwich

Water & Wastewater Department
196 Chatham Road
Harwich, MA 02645
508-432-0304

Physical Demands

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of the job, the employee is frequently required to stand; walk; sit; use hands to finger, handle or feel; reach with hands and arms; climb and balance; stoop, kneel, crouch or crawl; talk, see, smell or hear. The employee must frequently lift and/or move up to 75 pounds.

Work Environment

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is frequently exposed to small confined spaces, extreme heat, wet and/or humid conditions, moving mechanical parts, sharp blades, instruments and other sharp objects, vibrations, fumes, gases or airborne particles, blood borne pathogens or other diseases, toxic or caustic chemicals; outside weather conditions; and risk of electrical shock, burns and explosion. The noise level in the work environment is very loud. Regularly works with hazardous materials.

External and Internal applicants, as well as position incumbents who become disabled as defined under the American With Disabilities Act, must be able to perform the essential job functions (as listed) either unaided or with the assistance of a reasonable accommodation to be determined by management on a case by case basis.

NEW BUSINESS

NEW BUSINESS

ITEM A

**FY 24 Department
Operating Budgets
will be provided in a
separate packet.**

OFFICE OF THE TOWN ADMINISTRATOR

Phone (508) 430-7513

Fax (508) 432-5039



Joseph F. Powers, *Town Administrator*

Meggan M. Eldredge, *Assistant Town Administrator*

732 MAIN STREET, HARWICH, MA 02645

Memo

To: Board of Selectmen

From: Joseph F. Powers, Town Administrator

Date: March 15, 2023

RE: Personnel Bylaw FY24 Class and Compensation Tables

As we prepare for the FY24 budget, I would like to offer four amendments to the class and compensation tables in the Personnel Bylaws as allowed by Part 4 of the Bylaw. In an effort to remain consistent among employee agreements, I am proposing to include a market wage adjustment across all classification tables in addition to a 2 % cost of living adjustment. This practice has been standard among the six (6) settled contracts.

This proposal mirrors wage adjustments provided to settled collective bargaining agreements by adding a market adjustment of \$750.00 to the base salary in FY24. Although each CBA was settled with unique wage adjustments based upon the total contract package, the average market adjustments among the six bargaining units was \$1103 in year one.

The second amendment is in relation to the Part-Time class and compensation table. In addition to the proposed market and cost of living adjustment, two amendments have been made to the PT-8 and PT-7 positions. To reflect market rate of alternate building commissioner pay, this minimum has been increased. The “per inspection” rate for PT-7 employees is proposed to increase from \$36.75 to \$40.00 to reflect rates provided by surrounding towns. The rate for Per-Inspection fee has not been increased in 4 years.

The final proposal involves seasonal positions. The Recreation Director has requested reclassification of three positions in grade 3: Tennis Instructor, playground/camp instructor and summer ball instructor. I propose to renumber the grades to start at 1 rather than 3 and to reclassify the three recreation positions to the new grade 2. I also propose to reclassify the golf assistant, golf maintenance person and summerball director up one grade to reflect a difference in job qualifications and responsibilities.

Attached you will find spreadsheets outlining the changes. Thank you for your consideration of these changes and I welcome any questions or comments.

FY 23 MANAGEMENT
EXISTING

<u>Grade</u>	<u>Position</u>	<u>Step 1</u>	<u>Step 2</u>	<u>Step 3</u>	<u>Step 4</u>	<u>Step 5</u>	<u>Step 6</u>	<u>Step 7</u>	<u>Step 8</u>	<u>Step 9</u>	<u>Step 10</u>
<u>M-9</u>	<u>DPW Director</u>	120,664.98	123,622.98	126,722.74	129,942.92	133,191.60	136,510.68	139,934.82	143,432.40	147,017.70	150,693.78
<u>M-8</u>	<u>Water/Wastewater Superintendent</u>	110,703.66	113,470.92	116,308.56	119,217.60	122,196.00	125,250.90	128,383.32	131,591.22	134,881.74	138,253.86
<u>M-7</u>	<u>Assistant Town Administrator; Deputy Police Chief; Library Director; Deputy Fire Chief</u>	101,560.38	104,099.16	106,701.18	109,369.50	112,106.16	114,907.08	117,780.42	120,724.14	123,742.32	126,834.96
<u>M-6</u>		93,174.96	95,503.62	97,893.48	100,340.46	102,846.60	105,421.08	108,053.70	110,753.64	113,521.92	116,360.58
<u>M-5</u>		85,153.68									
<u>M-4</u>	<u>Personnel Director; Director of Cultural Affairs</u>	78,432.72	80,384.16	82,393.56	84,454.98	86,565.36	88,729.80	90,947.28	93,219.84	95,493.42	97,822.08
<u>M-3</u>	<u>Housing Advocate</u>	71,948.76	73,747.02	75,591.18	77,479.20	79,418.22	81,403.14	83,438.04	85,524.96	87,610.86	89,747.76
<u>M-2</u>		66,010.32	67,657.62	69,349.80	71,080.74	72,847.38	74,680.32	76,547.94	78,461.46	80,374.98	82,366.44
<u>M-1</u>		52,804.38	54,125.28	55,479.84	56,865.00	58,288.92	59,747.53	61,239.78	62,769.78	64,338.54	65,948.10

**FY 24 MANAGEMENT
PROPOSED**

Grade	Position	Step 1	step 2	step 3	step 4	step 5	step 6	step 7	step 8	step 9	step 10
M-9	DPW Director	123,843.28	126,860.44	130,022.19	132,541.78	135,855.43	139,240.89	142,733.52	146,301.05	149,958.05	153,707.66
M-8	Water/ Wastewater Superintendent	113,682.73	116,505.34	119,399.73	121,601.95	124,639.92	127,755.92	130,950.99	134,223.04	137,579.37	141,018.94
M-7	Assistant Town Administrator; Deputy Police Chief; Library Director; Deputy Fire Chief	104,356.59	106,946.14	109,600.20	111,556.89	114,348.28	117,205.22	120,136.03	123,138.62	126,217.17	129,371.66
M-6		95,803.46	98,178.69	100,616.35	102,347.27	104,903.53	107,529.50	110,214.77	112,968.71	115,792.36	118,687.79
M-5		87,621.75	89,812.30	92,057.60	94,359.04	96,718.02	99,135.97	101,614.37	104,154.73	106,758.60	109,427.56
M-4	Personnel Director; Director of Cultural Affairs	80,766.37	82,756.84	84,806.43	86,144.08	88,296.67	90,504.40	92,766.23	95,084.24	97,403.29	99,778.52
M-3	Housing Advocate	74,152.74	75,986.96	77,868.00	79,028.78	81,006.58	83,031.20	85,106.80	87,235.46	89,363.08	91,542.72
M-2		68,095.53	69,775.77	71,501.80	72,502.35	74,304.33	76,173.93	78,078.90	80,030.69	81,982.48	84,013.77
M-1		54,625.47	55,972.79	57,354.44	58,002.30	59,454.70	60,942.48	62,464.58	64,025.18	65,625.31	67,267.06

FY 23 full/part time administrative
existing

Grade	Position	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10
OA-6		47.74	48.9	50.08	51.31	52.55	53.83	55.13	56.48	57.84	59.25
OA-5	Support staff Supervisor	38.11	39.06	40.04	41.04	42.08	43.12	44.2	45.31	45.44	47.6
OA-4	Executive Assistant to the Town Administrator	30.02	30.74	31.53	32.32	33.13	33.95	34.79	35.69	36.56	37.47
OA-3	Administrative Asst; ZBA Clerk	24.42	25.02	25.63	26.28	26.94	27.64	28.32	29.02	29.72	30.51
OA-2	Board Secretary; Video and Communications Information Specialist	20.51	21.02	21.54	22.08	22.65	23.21	23.8	24.4	25	25.61
OA-1	Board Clerk	17.84	18.29	18.74	19.21	19.7	20.2	20.7	21.22	21.74	22.28

FY 24 full/part time management hourly rate
proposed

Grade	Position	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10
OA-6		49.11	50.30	51.50	52.75	54.02	55.32	56.65	58.03	59.42	60.85
OA-5	Support staff Supervisor	39.29	40.26	41.26	42.28	43.34	44.40	45.50	46.63	46.77	48.97
OA-4	Executive Assistant to the Town Administrator	31.04	31.77	32.58	33.38	34.21	35.05	35.90	36.82	37.71	38.64
OA-3	Administrative Asst; ZBA Clerk	25.33	25.94	26.56	27.22	27.90	28.61	29.30	30.02	30.73	31.54
OA-2	Board Secretary; Video and Communications Information Specialist	21.34	21.86	22.39	22.94	23.52	24.09	24.69	25.31	25.92	26.54
OA-1	Board Clerk	18.62	19.07	19.53	20.01	20.51	21.02	21.53	22.06	22.59	23.14

FY23 SEASONAL HOURLY RATES
EXISTING

GRADE	JOB TITLE	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5
12	Golf Instructor (S-12)	34.23	50.94	68.19	84.36	
11	Golf Employee and Operations Manager (S-11) Shellfish Instructor (S-11A)	23.88	24.94	26.00	27.06	28.12
10	Beach Supervisor (S10)	20.81	21.33	21.85	22.37	22.89
9	Ass't Beach Supervisor (S-9A) Playground Director (S-9B) Waterfront Director (S-8C)	18.21	18.73	19.25	19.77	20.29
8	Lifeguard (S-8D) Swimming Instructor (S-9E) Ass't. Harbormaster (S-8F)	16.65	17.17	17.69	18.21	18.73
7	Seasonal Laborer (S-7B)	16.13	16.65	17.17	17.69	18.21
6	Activities Coordinator (S-6C)	15.09	15.61	16.13	16.65	17.17
5	Parking Enforcement Officer (S-5A)	14.57	15.09	15.61	16.13	16.65
4	Golf Ass't (S-4) Golf Maintenance Person (S-4A) Work Leader (S-4D) IT Ass't (S-4E_ Summerball Director (S-4G) Parking Attendant (S-4H) Harbor Assistant (S-3G)	15.00	15.09	15.09	15.61	16.13
3	Tennis Instructor (S-3) Golf Utility Person (S-3B) Playground/Camp Instructor (S-3F) Summerball Instructor(S-3H) Shellfish Interns (S-3E)	15.00	15.09	15.35	15.39	15.92

FY 24 SEASONAL HOURLY RATES
PROPOSED

GRADE	JOB TITLE	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5
9	Golf Instructor	34.95	52.00	69.92	86.41	
8	Golf Employee and Operations Manager; Shellfish Instructor	24.39	25.48	26.89	27.97	29.05
7	Beach Supervisor	21.26	21.79	22.65	23.18	23.72
6	Ass't Beach Supervisor, Playground Director, Waterfront Director	18.61	19.14	20.00	20.53	21.06
5	Lifeguard, Swimming Instructor, Ass't. Harbormaster	17.02	17.55	18.41	18.94	19.47
4	Seasonal Laborer	16.49	17.02	17.88	18.41	18.94
3	Activities Coordinator; Golf Ass't; Golf Maintenance Person; Summerball Director	15.43	15.96	16.82	17.35	17.88
2	Parking Enforcement Officer; tennis Instructor; Playground/Camp Instructor; Summerball Instructor	15.15	15.49	16.17	16.86	17.56
1	Work Leader; IT Ass't; Parking Attendant; Harbor Assistant; Golf Utility Person; Shellfish Intern	15.00	15.34	16.01	16.70	17.40

FY 23 part time personnel bylaw hourly rates
existing

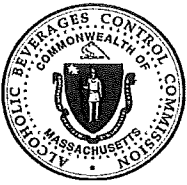
Grade		MIN.	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10
PT - 8	Alternate Building Commissioner	43.66									
PT-7	Plumbing, Wiring, Gas, Building and Alternate Inspectors *(36.75)	23.13	23.73								
PT - 6	Part-time Dispatcher	20.12	21.33	22.51	23.74	24.94	26.12				
PT-5	Emergency Mgmt Director; Special Police Officer; Police Matron; Mechanic	21.01	21.54	22.06							
PT- 4	Customer Service Rep - Sticker Sales Recycling/ Scalehouse Monitor Recycling/ Scalehouse Laborer Videographer/camera operator	17.07	17.61	18.13	18.66	19.18	19.71	20.23	20.76	21.28	21.81
PT-3	Substitute Custodian; Transfer Station Attendant; Assistant Outreach Worker; Program Aide; Circulation Assistant; Clerical Aide	16.29	16.81	17.34	17.86	18.39	18.91	19.44	19.96	20.49	21.01
PT-2	Registrars of Voters; Weight Room Worker	15.76	16.29								
PT-1	Library Pages; Election Worker; Sealer of Weights and Measures	15.00	15.38								

* per inspection

NEW BUSINESS

ITEM E

**2023 Annual Town
Meeting Articles will
be provided in a
separate packet.**



Commonwealth Of Massachusetts
Alcoholic Beverages Control Commission

Jean M. Lorizio, Esq.
Commission Chairman

2023
Retail License Renewal

License Number: 00055-RS-0506	Municipality: HARWICH
License Name : Ajj Corp	License Class: Seasonal
DBA : The Weatherdeck Restaurant	License Type: Restaurant
Premise Address: 168 Route 28 Harwich, MA 02110	License Category: Wines and Malt
Manager: George Argyriadis	

I hereby certify and swear under penalties of perjury that:

1. I am authorized to sign this renewal pursuant to M.G.L. Chapter 138;
2. The renewed license is of the same class, type, category as listed above;
3. The licensee has complied with all laws of the Commonwealth relating to taxes; and
4. The premises are now open for business (if not, explain below).

George Argyriadis
Signature

3/6/23
Date

George Argyriadis
Printed Name

Board of Directors
Title

Additional Information:
 Restaurant is seasonal. will open April 13th, 2023

Please sign this form only in the month of March and return to your Local Licensing Authority.



Commonwealth Of Massachusetts
Alcoholic Beverages Control Commission

Jean M. Lorizio, Esq.
Commission Chairman

2023
Retail License Renewal

License Number: 00094-RS-0506

Municipality: HARWICH

License Name : Mt Group LLC

License Class: Seasonal

DBA : Mad Minnow Bar And Kitchen

License Type: Restaurant

Premise Address: 554 Route 28 Harwich, MA 02646

License Category: All Alcoholic Beverages

Manager: Michael Strangfeld

I hereby certify and swear under penalties of perjury that:

1. I am authorized to sign this renewal pursuant to M.G.L. Chapter 138;
2. The renewed license is of the same class, type, category as listed above;
3. The licensee has complied with all laws of the Commonwealth relating to taxes; and
4. The premises are now open for business (if not, explain below).

Signature

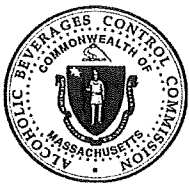
MARCH 6 2023
Date

ANTHONY GUILLOTI JR.
Printed Name

OWNER
Title

Additional Information:

Please sign this form only in the month of March and return to your Local Licensing Authority.



Commonwealth Of Massachusetts
Alcoholic Beverages Control Commission

Jean M. Lorizio, Esq.
Commission Chairman

2023
Retail License Renewal

License Number: 00001-CL-0506	Municipality: HARWICH
License Name : The Belmont Condominium Beach Club Corp	License Class: Seasonal
DBA : The Beach	License Type: Club
Premise Address: 1 Belmont Road Harwich, MA 02645	License Category: All Alcoholic Beverages
Manager: Ruth Valentine Manchester	

I hereby certify and swear under penalties of perjury that:

1. I am authorized to sign this renewal pursuant to M.G.L. Chapter 138;
2. The renewed license is of the same class, type, category as listed above;
3. The licensee has complied with all laws of the Commonwealth relating to taxes; and
4. The premises are now open for business (if not, explain below).

Robert Valentine Trustee
Signature

3/8/23
Date

Robert McKenna
Printed Name

Trustee
Title

Additional Information:

Please sign this form only in the month of March and return to your Local Licensing Authority.



Jean M. Lortzlo, Esq.
Commission Chairman

Commonwealth Of Massachusetts Alcoholic Beverages Control Commission

2023

Retail License Renewal

License Number: 05889-GP-0506

Municipality: HARWICH

License Name: The Lucky Labrador Inc.

License Class: Seasonal

DBA: Perks

License Type: General On-Premises

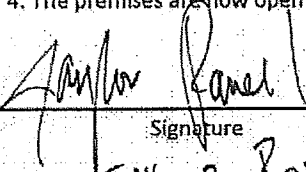
Premise Address: 545 Route 28 Harwich, MA 02645

License Category: All Alcoholic Beverages

Manager: Taylor Powell

I hereby certify and swear under penalties of perjury that:

1. I am authorized to sign this renewal pursuant to M.G.L. Chapter 138;
2. The renewed license is of the same class, type, category as listed above;
3. The licensee has complied with all laws of the Commonwealth relating to taxes; and
4. The premises are now open for business (if not, explain below).



 Signature
 TAYLOR POWELL

 Printed Name

MARCH 12, 2023

 Date
 OWNER

 Title

Additional Information:

Please sign this form only in the month of March and return to your Local Licensing Authority.



Commonwealth Of Massachusetts
Alcoholic Beverages Control Commission

Jean M. Lorizio, Esq.
Commission Chairman

2023
Retail License Renewal

License Number: 00021-RS-0506 Municipality: HARWICH
License Name : Wychmere Harbor Functions Lp License Class: Seasonal
DBA : Wychmere Harbor Beach And Tennis License Type: Restaurant
Club
Premise Address: 23 Snow Inn Road Harwich, MA 02646 License Category: All Alcoholic Beverages
Manager: Christopher Clifton Kolwicz

I hereby certify and swear under penalties of perjury that:

- 1. I am authorized to sign this renewal pursuant to M.G.L. Chapter 138;
- 2. The renewed license is of the same class, type, category as listed above;
- 3. The licensee has complied with all laws of the Commonwealth relating to taxes; and
- 4. The premises are now open for business (if not, explain below).

Christopher Kolwicz
Signature
Christopher Kolwicz
Printed Name

03/17/2023
Date
Chf
Title

Additional Information:

Please sign this form only in the month of March and return to your Local Licensing Authority.



Commonwealth Of Massachusetts
Alcoholic Beverages Control Commission

Jean M. Lorizio, Esq.
Commission Chairman

2023

Retail License Renewal

License Number: 90274-PK-0506

Municipality: HARWICH

License Name : MAULIK CORPORATION

License Class: Seasonal

DBA : Value Mart

License Type: Package Store

Premise Address: 435 Route 28 Harwich, MA 02646

License Category: All Alcoholic Beverages

Manager: Bahecharbhai Patel

I hereby certify and swear under penalties of perjury that:

1. I am authorized to sign this renewal pursuant to M.G.L. Chapter 138;
2. The renewed license is of the same class, type, category as listed above;
3. The licensee has complied with all laws of the Commonwealth relating to taxes; and
4. The premises are now open for business (if not, explain below).

BUP

Signature

3/8/2023

Date

Bahecharbhai . v Patel

Printed Name

owner

Title

Additional Information:

Please sign this form only in the month of March and return to your Local Licensing Authority.



HARWICHPolice

DEPARTMENT

183 Sisson Road, Harwich, MA 02645

Tel 508-430-7541 Fax 508-432-2530



DAVID J. GUILLEMETTE
Chief of Police

KEVIN M. CONSIDINE
Deputy Chief

Memorandum

TO: Board of Selectmen

Joe Powers
Town Administrator

FROM: David J. Guillemette
Chief of Police

DATE: March 9, 2023

SUBJECT: Application for Change of Manager at Allen Harbor Yacht Club 371 Lower County Road Harwich, MA 02645, Last approved manager Peter Moynagh. Requested new manager Elaine Pekarcik.

The Police Department has no objections regarding the Application for a change of manager at Allen Harbor Yacht Club. A background investigation of the proposed individual(s) indicates no liquor code violations or disqualifying history.

If you have any questions or need further clarification, please feel free to contact me at your earliest convenience.



The Commonwealth of Massachusetts
 Alcoholic Beverages Control Commission
 239 Causeway Street
 Boston, MA 02114
www.mass.gov/abcc

Print Form

**RETAIL ALCOHOLIC BEVERAGES LICENSE APPLICATION
 MONETARY TRANSMITTAL FORM**

APPLICATION SHOULD BE COMPLETED ON-LINE, PRINTED, SIGNED, AND SUBMITTED TO THE LOCAL LICENSING AUTHORITY.

ECRT CODE: RETA

CHECK PAYABLE TO ABCC OR COMMONWEALTH OF MA: \$200.00

(CHECK MUST DENOTE THE NAME OF THE LICENSEE CORPORATION, LLC, PARTNERSHIP, OR INDIVIDUAL)

CHECK NUMBER

IF USED EPAY, CONFIRMATION NUMBER

A.B.C.C. LICENSE NUMBER (IF AN EXISTING LICENSEE, CAN BE OBTAINED FROM THE CITY)

LICENSEE NAME

ADDRESS

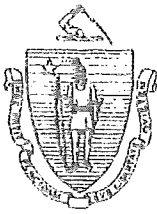
CITY/TOWN STATE ZIP CODE

TRANSACTION TYPE (Please check all relevant transactions):

- Alteration of Licensed Premises Cordials/Liqueurs Permit New Officer/Director Transfer of License
- Change Corporate Name Issuance of Stock New Stockholder Transfer of Stock
- Change of License Type Management/Operating Agreement Pledge of Stock Wine & Malt to All Alcohol
- Change of Location More than (3) \$15 Pledge of License 6-Day to 7-Day License
- Change of Manager New License Seasonal to Annual
- Other

THE LOCAL LICENSING AUTHORITY MUST MAIL THIS TRANSMITTAL FORM ALONG WITH THE CHECK, COMPLETED APPLICATION, AND SUPPORTING DOCUMENTS TO:

**ALCOHOLIC BEVERAGES CONTROL COMMISSION
 P. O. BOX 3396
 BOSTON, MA 02241-3396**



The Commonwealth of Massachusetts
 Alcoholic Beverages Control Commission
 239 Causeway Street
 Boston, MA 02114
www.mass.gov/abcc

PETITION FOR CHANGE OF LICENSE

050600015

HARWICH

ABCC License Number

City/Town

The licensee ALLEN HARBOR YACHT CLUB, INC. respectfully petitions the Licensing Authorities to approve the following transactions:

- Change of Manager
- Alteration of Premises
- Pledge of License/Stock
- Cordial & Liqueurs
- Change of Corporate Name/DBA
- Change of Location
- Change of License Type (\$12 ONLY, e.g. "club" to "restaurant")

Change of Manager Last-Approved Manager: PETER MOYNAGH

Requested New Manager: ELAINE PEKARCIAK

Pledge of License /Stock Loan Principal Amount: \$ Interest Rate:

Payment Term: Lender:

Change of Corporate Name/DBA Last-Approved Corporate Name/DBA:

Requested New Corporate Name/DBA:

Change of License Type Last-Approved License Type:

Requested New License Type:

Alteration of Premises: (must fill out attached financial information form)
 Description of Alteration:

Change of Location: (must fill out attached financial information form)
 Last-Approved Location:
 Requested New Location:

Signature of Licensee

[Handwritten Signature]
 (If a Corporation/LLC, by its authorized representative)

PRESIDENT Date Signed

02/22/2023



The Commonwealth of Massachusetts
 Alcoholic Beverages Control Commission
 239 Causeway Street
 Boston, MA 02114
 www.mass.gov/abcc

MANAGER APPLICATION

All proposed managers are required to complete a Personal Information Form, and attach a copy of the corporate vote authorizing this action and appointing a manager.

1. LICENSEE INFORMATION:

Legal Name of Licensee: ALLEN HARBOR YACHT CLUB, INC. Business Name (dba): Allen Harbor Yacht Club

Address: 371 LOWER COUNTY ROAD

City/Town: HARWICH PORT State: MA Zip Code: 02646

ABCC License Number: 050600015 (If existing licensee) Phone Number of Premise: 508-432-9774

2. MANAGER INFORMATION:

A. Name: Elaine Pekarcik B. Cell Phone Number:

C. List the number of hours per week you will spend on the licensed premises: 40

3. CITIZENSHIP INFORMATION:

A. Are you a U.S. Citizen: Yes No B. Date of Naturalization: C. Court of Naturalization:

(Submit proof of citizenship and/or naturalization such as U.S. Passport, Voter's Certificate, Birth Certificate or Naturalization Papers)

4. BACKGROUND INFORMATION:

A. Do you now, or have you ever, held any direct or indirect, beneficial or financial interest in a license to sell alcoholic beverages? Yes No

If yes, please describe: Pekarkill Inc.- d/b/a Local Flavor at the Pleasant Lake General Store- (2014-2019)

B. Have you ever been the Manager of Record of a license to sell alcoholic beverages that has been suspended, revoked or cancelled? Yes No

If yes, please describe:

C. Have you ever been the Manager of Record of a license that was issued by this Commission? Yes No

If yes, please describe: Pekarkill Inc.- d/b/a Local Flavor at the Pleasant Lake General Store- (2014-2019)

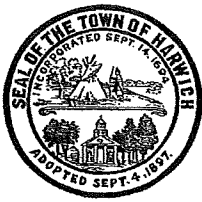
D. Please list your employment for the past ten years (Dates, Position, Employer, Address and Telephone):

Please see additional space area

I hereby swear under the pains and penalties of perjury that the information I have provided in this application is true and accurate:

Signature

Date 02/22/2023



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

APPLICATION FOR COMMON VICTUALLERS LICENSE RENEWAL

Fee: \$50

Annual

Seasonal

Opening date 4/13/23

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

Business Name AJG Corp Phone 508-432-8240

Doing Business As (d/b/a) Weatherdeck Restaurant

Business Address 168 Rt. 28, W. Harwich, MA 02671

Mailing Address _____

Email Address ebarak@comcast.net

Name of Owner _____

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

Elaine + John Baraklilis (President + Clerk)

Angela Argyriadis (Treasurer)

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.

By signing below, I am certifying that 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.

Elaine Baraklilis
Signature of Applicant, Owner or Manager

2/26/23
Date

Federal I.D. #

*Application must include payment, Certificate of Insurance showing workers comp coverage and Workers Comp Affidavit. Any application missing information or documentation will be deemed incomplete and sent back to the applicant.



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

APPLICATION FOR COMMON VICTUALLERS LICENSE RENEWAL

Fee: \$50

Annual _____

Seasonal _____

Opening date April 15, 2023

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

Business Name Ashwood Food Services Incorporated Phone 774-237-0785

Doing Business As (d/b/a) Jake's at Cranberry Valley

Business Address 183 Oak Street, Harwich, MA 02645

Mailing Address same

Email Address jakerooneys12@yahoo.com

Name of Owner Peter Klaus

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

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.

By signing below, I am certifying that 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 of Applicant, Owner or Manager

2/20/23

Date

Federal I.D. #

*Application must include payment, Certificate of Insurance showing workers comp coverage and Workers Comp Affidavit. Any application missing information or documentation will be deemed incomplete and sent back to the applicant.



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

APPLICATION FOR COMMON VICTUALLERS LICENSE RENEWAL

Fee: \$50

Annual

Seasonal

Opening date 5/1/2023

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

Business Name 554 STREET BAR Phone 774 209 3160 ^{408 2210}

Doing Business As (d/b/a) 3MONKEYS

Business Address 554 RT 28 HARWICH PORT MA 02646

Mailing Address SAME

Email Address _____

Name of Owner TONY GUILLOTI + MINE STRANGFELD

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

^{MES} ANTHONY GUILLOTI JR.

^{MEI} MICHAEL STRANGFELD

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.

By signing below, I am certifying that 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 of Applicant, Owner or Manager

MARCH 1 2023

Date

Federal I.D. # _____

*Application must include payment, Certificate of Insurance showing workers comp coverage and Workers Comp Affidavit. Any application missing information or documentation will be deemed incomplete and sent back to the applicant.



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

APPLICATION FOR COMMON VICTUALLERS LICENSE RENEWAL

Fee: \$50

Annual _____

Seasonal X _____

Opening date Feb, 5, 2023

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

Business Name JSDQ Inc Phone 508-432-3340

Doing Business As (d/b/a) Harwich Port Dairy Queen

Business Address 441 Route 28, Harwich Port, MA 02646

Mailing Address PO BOX 52, Harwich Port, MA 02646

Email Address harwichdairyqueen@comcast.net

Name of Owner Kevin Meader

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

Kevin Meader

Jillian Sullivan

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.

By signing below, I am certifying that 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 of Applicant, Owner or Manager

March 4, 2023
Date

Federal I.D. #

*Application must include payment, Certificate of Insurance showing workers comp coverage and Workers Comp Affidavit. Any application missing information or documentation will be deemed incomplete and sent back to the applicant.



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

APPLICATION FOR COMMON VICTUALLERS LICENSE RENEWAL

Fee: \$50

Annual

Seasonal

Opening date MAY 26, 2023

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

Business Name LUCKY LABRADOR INC. Phone 305-546-8864

Doing Business As (d/b/a) PERKS

Business Address 545 ROUTE 28 HARWICH PORT, MA 02646

Mailing Address _____

Email Address PERKSCOFFEEANDCAFE@GMAIL.COM

Name of Owner TAYLOR POWELL

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

TH

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.

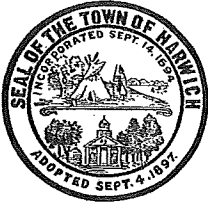
By signing below, I am certifying that the premises to be licensed as described herein have been inspected and found to be in compliance with applicable local codes and regulations, including zoning ordinances, health regulations and building and fire codes.

Taylor Powell
Signature of Applicant, Owner or Manager

MAY 26, 2023
Date

Federal I.D. #

*Application must include payment, Certificate of Insurance showing workers comp coverage and Workers Comp Affidavit. Any application missing information or documentation will be deemed incomplete and sent back to the applicant.



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

APPLICATION FOR COMMON VICTUALLERS LICENSE RENEWAL

Fee: \$50

Annual

Seasonal

Opening date MAY 1 2023

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

Business Name MT GROUP Phone 774 209 3977

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

Business Address 554 RT 2B HARWICH POINT MA 02646

Mailing Address SAME

Email Address Tony-gullohi@yahoo.com

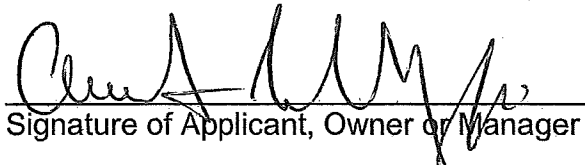
Name of Owner TONY GULLOHI + MINE STRANGFELD

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

ANTHONY GULLOHI
MARGNET " " " " " "
MINE STRANGFELD " " " " " "
MEGAN " " " " " "

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.

By signing below, I am certifying that 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 of Applicant, Owner or Manager

MAY 1 2023
Date

Federal I.D. # _____

*Application must include payment, Certificate of Insurance showing workers comp coverage and Workers Comp Affidavit. Any application missing information or documentation will be deemed incomplete and sent back to the applicant.



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

APPLICATION FOR COMMON VICTUALLERS LICENSE RENEWAL

Fee: \$50

Annual

Seasonal

Opening date APRIL 15

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

Business Name Delham on EARLE Phone 508 398 6076

Doing Business As (d/b/a) Delham on EARLE

Business Address 30 EARLE RD HARWICH MA 02671

Mailing Address 1

Email Address John@delhamhouse-resort.com

Name of Owner John McCarty

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

John McCarty

Dennis Leary

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.

By signing below, I am certifying that 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 of Applicant, Owner or Manager

Date

2/22/13

Federal I.D. #

*Application must include payment, Certificate of Insurance showing workers comp coverage and Workers Comp Affidavit. Any application missing information or documentation will be deemed incomplete and sent back to the applicant.



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

APPLICATION FOR COMMON VICTUALLERS LICENSE RENEWAL

Fee: \$50

Annual

Seasonal

Opening date _____

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

Business Name PORT RESTAURANT + BAR Phone 508-430-5410

Doing Business As (d/b/a) THE PORT

Business Address 541 ROUTE 29

Mailing Address HARWICH, MA 02646

Email Address port-restaurant@hotmail.com

Name of Owner _____

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

Justin Brackett, President

James Brackett, Secretary

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.

By signing below, I am certifying that 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]
Signature of Applicant, Owner or Manager

3-1-23
Date

Federal I.D. # _____

*Application must include payment, Certificate of Insurance showing workers comp coverage and Workers Comp Affidavit. Any application missing information or documentation will be deemed incomplete and sent back to the applicant.



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

APPLICATION FOR COMMON VICTUALLERS LICENSE RENEWAL

Fee: \$50

Annual _____

Seasonal

Opening date 4/1/23

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

Business Name Wychmere Harbor Functions LP Phone 508-619-5125

Doing Business As (d/b/a) Wychmere Beach Club

Business Address 23 Snow Inn Rd, Harwich Port, MA 02646

Mailing Address 23 Snow Inn Rd, Harwich Port, MA 02646

Email Address berhard@wychmerebeachclub.com

Name of Owner Demetri Dasco, Jeff Leerink

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

Demetri Dasco, Jeff Leerink

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.

By signing below, I am certifying that 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 of Applicant, Owner or Manager

2/28/2023
Date

Federal I.D. #

*Application must include payment, Certificate of Insurance showing workers comp coverage and Workers Comp Affidavit. Any application missing information or documentation will be deemed incomplete and sent back to the applicant.



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

APPLICATION FOR AMUSEMENT LICENSE RENEWAL - WEEKDAY

- Batters Box (\$50)
 Go Carts (\$50)
 Miniature Golf (\$50)
 Trampolines (\$25)
 Theater (\$150 per cinema)
Automatic Amusement:
 Juke Box (\$100 each)
 Video Games (\$100 each)

Annual
Seasonal
Opening Date 4/1/23

Business Name Hall Karts Inc Phone 508-280-9654

Doing Business As _____

Business Address 9 Sisson Rd Harwich Port MA 02646

Mailing Address _____

Email Address _____

Managers Name & Address Sandra B Hall,

HOURS OF OPERATION FOR AMUSEMENTS
(This application does not cover Sundays).

ADDITIONAL INFORMATION: (Check all appropriate boxes)

- Dancing by Patrons Use of Amplification System
 Dancing by Entertainers or Performers Concert
 Recorded or Live Music Other (Describe) Go-Karts

Days/Hours of Business Operation Daily 9am to 10pm Monday thro Sunday

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.

By signing below, I am certifying that 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.

Sandra B Hall 2/28/23
Signature of Applicant, Owner or Manager Date

*Application must include payment, Certificate of Insurance showing workers comp coverage and Workers Comp Affidavit. Any application missing information or documentation will be deemed incomplete and sent back to the applicant.



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

APPLICATION FOR AMUSEMENT LICENSE RENEWAL - SUNDAY

- Batters Box (\$50)
 Go Carts (\$50)
 Miniature Golf (\$50)
 Trampolines (\$25)
 Theater (\$150 per cinema)
Automatic Amusement:
 Juke Box (\$100 each)
 Video Games (\$100 each)

Annual _____
Seasonal _____
Opening Date _____

Please note the Commonwealth of Massachusetts fee applies for all Sunday entertainment as outlined below:

Please make check payable to Commonwealth of Massachusetts

- Amusements starting on Sunday **after** 1:00 p.m. - \$50
- Amusements starting on Sunday **prior** to 1:00 p.m. - \$100

Business Name Hall Karts Inc Phone 508-280-9654

Doing Business As _____

Business Address 9 Sisson Rd, Harwich Port MA 02646

Mailing Address _____

Email Address Sandyhall11@Comcast.net

Managers Name & Address Sandra B Hall, Inc.

SUNDAY HOURS OF OPERATION FOR AMUSEMENTS

9 a.m. to 10 p.m.

ADDITIONAL INFORMATION: (Check all appropriate boxes)

- Dancing by Patrons
 Dancing by Entertainers or Performers
 Recorded or Live Music
 Use of Amplification System
 Concert
 Other (Describe) Go-Karts

Days/Hours of Business Operation 9 a.m. to 10 p.m.

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.

By signing below, I am certifying that 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.

Sandra B Hall
Signature of Applicant, Owner or Manager

2/28/23
Date

*Application must include payment, Certificate of Insurance showing workers comp coverage and Workers Comp Affidavit. Any application missing information or documentation will be deemed incomplete and sent back to the applicant.



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

APPLICATION FOR AMUSEMENT LICENSE RENEWAL - WEEKDAY

- Batters Box (\$50)
- Go Carts (\$50)
- Miniature Golf (\$50)
- Trampolines (\$25)
- Theater (\$150 per cinema)
- Automatic Amusement:
- Juke Box (\$100 each)
- Video Games (\$100 each)

Annual
Seasonal
Opening Date 4/23/23

Business Name Harbor Glen Mini Golf Phone 508-432-8240

Doing Business As _____

Business Address 168 Rt. 28 W. Harwich, MA 02671

Mailing Address _____

Email Address echarak@comcast.net

Managers Name & Address Elaine + John Baraklitis

HOURS OF OPERATION FOR AMUSEMENTS
(This application does not cover Sundays).

11am to 10:00 pm.

ADDITIONAL INFORMATION: (Check all appropriate boxes)

- Dancing by Patrons
- Use of Amplification System
- Dancing by Entertainers or Performers
- Concert
- Recorded or Live Music
- Other (Describe) Mini-Golf

Days/Hours of Business Operation 7 days /wk from 11am to 10:00 pm.

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.

By signing below, I am certifying that 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.

Elaine Baraklitis 2/26/23
Signature of Applicant, Owner or Manager Date

*Application must include payment, Certificate of Insurance showing workers comp coverage and Workers Comp Affidavit. Any application missing information or documentation will be deemed incomplete and sent back to the applicant.



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

APPLICATION FOR AMUSEMENT LICENSE RENEWAL - SUNDAY

- Batters Box (\$50)
 Go Carts (\$50)
 Miniature Golf (\$50)
 Trampolines (\$25)
 Theater (\$150 per cinema)
Automatic Amusement:
 Juke Box (\$100 each)
 Video Games (\$100 each)

Annual
Seasonal
Opening Date 4/13/23

Please note the Commonwealth of Massachusetts fee applies for all Sunday entertainment as outlined below:

Please make check payable to Commonwealth of Massachusetts

- Amusements starting on Sunday after 1:00 p.m. - \$50
- Amusements starting on Sunday prior to 1:00 p.m. - \$100

Business Name Harbor Glen Mini-Golf Phone 508-432-8240

Doing Business As _____

Business Address 168 Rt 28 West Harwich, MA 02671

Mailing Address _____

Email Address ebarak@comcast.net

Managers Name & Address Elaine + John Baraklilis

SUNDAY HOURS OF OPERATION FOR AMUSEMENTS

11-10 pm

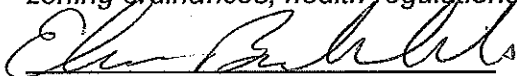
ADDITIONAL INFORMATION: (Check all appropriate boxes)

- Dancing by Patrons
 Dancing by Entertainers or Performers
 Recorded or Live Music
 Use of Amplification System
 Concert
 Other (Describe) mini-golf

Days/Hours of Business Operation 7 days week - 11am to 10:00 p.m. Hours

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.

By signing below, I am certifying that 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.

 2/26/23
Signature of Applicant, Owner or Manager Date

*Application must include payment, Certificate of Insurance showing workers comp coverage and Workers Comp Affidavit. Any application missing information or documentation will be deemed incomplete and sent back to the applicant.



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

APPLICATION FOR LODGING HOUSE OR INNOLDERS LICENSE RENEWAL

LICENSE APPLIED FOR: Lodging House _____ Innholders X

Fee: \$50 Annual _____ Seasonal X
of rooms 27 Opening date April 15

Business Name PELHAM ON EARLE Phone 508 398 6076

Doing Business As (d/b/a) Pelham on Earle

Business Address 30 EARLE RD HARWICH MA 02671

Mailing Address _____

Winter Address & Phone See ABOVE

Email Address JOHN@pelhamHouseResort.com

Name of Owner JOHN MCCARTHY

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

JOHN MCCARTHY

Dennis Leary

INNOLDERS ONLY – List total number of seats in dining/lounge area. 42

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.

By signing below, I am certifying that 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 of Applicant, Owner or Manager _____

Date

2/22/23

Federal I.D. # 87 - 3140070

*Application must include payment, Certificate of Insurance showing workers comp coverage and Workers Comp Affidavit. Any application missing information or documentation will be deemed incomplete and sent back to the applicant.



MEMO

TO: Board of Selectmen

FROM: Danielle Freiner, Executive Assistant – Licensing

CC: Joseph F. Powers, Town Administrator
Meggan M. Eldredge, Assistant Town Administrator

RE: 2023 Seasonal Entertainment license renewals

DATE: March 17, 2023

Outlined below is a list of businesses that have applied to renew their 2023 Entertainment licenses. Detailed is their 2023 request and 2022 board approved license.

Please note the businesses that are highlighted have not requested any change from their 2022 license.

The Lucky Labrador Inc. d/b/a Perks – 545 Route 28

2023 Request

Weekday

12:00 p.m. to 12:00 a.m. inside & 11:30 a.m. to 10:00 p.m. outside
Jukebox, Radio, Television, Dancing by patrons & live performers, live/recorded music, amplification

Sunday

1:00 p.m. to 12:00 a.m. inside
Ambient music, Television
3:00 p.m. to 12:00 a.m. inside
Jukebox, Radio, Television, Radio, Live/Recorded Music, Amplification, Dancing
6:00 p.m. to 10:00 p.m. outside
Jukebox, Radio, Television, Live/Recorded Music, Amplification, Dancing

2022 License

Weekday

12:00 p.m. to 12:00 a.m. inside & 11:30 a.m. to 10:00 p.m. outside

Jukebox, Radio, Television, Dancing by patrons & live performers, live/recorded music, amplification, ambient music

Sunday

1:00 p.m. to 12:00 a.m. inside

Ambient background music and Television only

3:00 p.m. to 12:00 a.m. inside

Jukebox, Radio, Television, Live/Recorded music, amplification, dancing

6:00 p.m. to 10:00 p.m. outside

Jukebox, Radio, Television, Live/Recorded music, amplification, dancing

Port Restaurant and Bar d/b/a The Port – 541 Route 28

2023 Request

Weekday

11:00 a.m. to 12:00 a.m. inside & 11:00 a.m. to 10:00 p.m. outside

Jukebox, Radio, Television, Dancing by patrons & live performers, live/recorded music, amplification

Sunday

1:00 p.m. to 1:00 a.m. inside & 1:00 p.m. to 10:00 p.m. outside

Jukebox, Radio, Television, Dancing by patrons & live performers, live/recorded music, amplification

2022 License

Weekday

11:00 a.m. to 12:00 a.m. Inside

Recorded/live music, amplification

11:00 a.m. to 10:00 p.m. outside

Television, background music only

6:00 p.m. to 10:00 p.m. outside

Live music unamplified

Sunday

1:00 p.m. to 12:00 a.m. inside

Live/recorded music, amplification

1:00 p.m. to 10:00 p.m. outside

Television & background music only

6:00 p.m. to 10:00 p.m. outside

Live music unamplified

Wychmere Harbor Functions Lp d/b/a Wychmere Beach Club – 23 Snow Inn Road

2023 Request

Weekday

11:00 a.m. to 1:00 a.m. inside & 11:00 a.m. to 10:00 p.m. outside

Dancing by patrons & live performers, Live/Recorded Music, Amplification

Sunday

11:00 a.m. to 1:00 a.m. inside & 11:00 a.m. to 10:00 p.m. outside

Dancing by patrons & live performers, Live/Recorded Music, Amplification

2022 License

Weekday

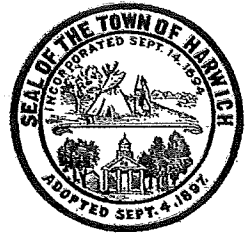
11:00 a.m. to 1:00 a.m. inside & 11:00 a.m. to 10:00 p.m. outside

DJ, Band, Recorded/live music, amplification, dancing by patrons & live performers

Sunday

11:00 a.m. to 1:00 p.m. inside & 11:00 a.m. to 10:00 p.m. outside

DJ, Band, Recorded/live music, amplification, dancing by patrons & live performers



ENTERTAINMENT LICENSE RENEWAL - WEEKDAY

An application for entertainment regulated by Massachusetts General Law Chapter 140, Section 183A

All highlighted areas are **REQUIRED** to be completed

Section I - Check all appropriate

- Weekday Entertainment (\$75)
- One day Entertainment (\$25)

Section II - Check all appropriate

- Annual
- Seasonal
- Opening Date 5/26/23

Section III - Applicant Information

Business Name LUCKY LABRADOR INC. Phone 305-546-8864

Doing Business As PERKS

Business Address 545 ROUTE 28 HARWICH PORT, MA 02646

Mailing Address _____

Owners Name & Address TAYLOR POWELL

Email Address /PERKSCOFFEEANDCAFE@GMAIL.COM

Manager Name & Address TAYLOR POWELL

Days/Hours of Business Operation MONDAY - SUNDAY 7AM - 2AM 7 DAYS A WEEK

* RENEWAL - SAME TIMES / DATES / INFO FROM LAST YEAR

Section IV - Entertainment Type (Check all appropriate boxes)

- Group 1 Jukebox, Radio, Television
- Group 2 Dancing by Patrons
- Group 3 Dancing by Live Performers, Live/Recorded Music, Amplification System
*If having live or recorded music, please state below exactly what kind (DJ, Band, etc.)
- Group 4 Moving Pictures, Plays, Floor Shows, Light Shows, Theatre Shows

Section V - Additional information

- The time you are requesting to have entertainment (I.E. 4 P.M. to 10 P.M.)
11:30AM - 10PM OUTSIDE, 12PM - 12AM INSIDE
- Location of entertainment (Inside and/or outside)
LIVE ENTERTAINMENT ON OUTSIDE PATIO OR INSIDE THE FRONT ROOM
- Specific days if not applying for Monday through Saturday

- Please use the area below to outline any additional information for the Local Licensing Authority

Section VI

At any time during this concert, dance exhibition, cabaret or public show, will any person(s) be permitted to appear on the premises in any manner or attire as to expose to the public view any portion of the body as described in Mass. General Laws Chapter 140, Section 183A, Para. 3.

____ Yes No

- If you checked yes on the question above, please obtain an Entertainment Appendix from staff

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.

By signing below, I am certifying that 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 of applicant & title

Federal I.D. #

*Application must include payment, Certificate of Insurance showing workers comp coverage and Workers Comp Affidavit. Any application missing information or documentation will be deemed incomplete and sent back to the applicant.



ENTERTAINMENT LICENSE RENEWAL - SUNDAY

An application for entertainment regulated by Massachusetts General Law Chapter 140, Section 183A

All highlighted areas are **REQUIRED** to be completed

Section I - Check all appropriate

- Entertainment starting prior to 1PM (\$175)
- Entertainment starting after 1PM (\$85)
- One day Entertainment (\$25)

Section II - Check all appropriate

- Annual
- Seasonal
- Opening Date 5/26/23

Please note the Commonwealth of Massachusetts fee applies for **all Sunday entertainment** as outlined below:

Please make check payable to Commonwealth of Massachusetts

- Entertainment starting on Sunday **after** 1:00 p.m. - \$50
- Entertainment starting on Sunday **prior** to 1:00 p.m. - \$100

Section III - Applicant Information

Business Name LUCKY LABRADOR INC. Phone 305-546-8864

Doing Business As PERKS

Business Address 545 ROUTE 28 HARWICH PORT, MA 02646

Mailing Address _____

Owners Name & Address TAYLOR POWELL

Email Address PERKSCOFFEEANDCAFE@GMAIL.COM
TAYLOR POWELL

Manager Name & Address _____

Days/Hours of Business Operation 7AM - 1AM MONDAY - SUNDAY 7 DAYS A WEEK

* RENEWAL - SAME TIMES AND INFORMATION AS LAST YEAR

Section IV - Entertainment Type (Check all appropriate boxes)

Group 1 Jukebox, Radio, Television

Group 2 Dancing by Patrons

Group 3 Dancing by Live Performers, Live/Recorded Music, Amplification System
*If having live or recorded music, please state below exactly what kind (DJ, Band, etc.)

Group 4 Moving Pictures, Plays, Floor Shows, Light Shows, Theatre Shows

Section V - Additional information

- The time you are requesting to have entertainment (I.E. 4 P.M. to 10 P.M.)

1PM-12AM INSIDE - AMBIANT MUSIC & T.V.

- Location of entertainment (Inside and/or outside)

OUTSIDE LIVE MUSIC - ON PATIO

INSIDE - LIVE MUSIC FRONT ROOM

- Please use the area below to outline any additional information for the Local Licensing Authority

RENEWAL APPLICATION, ~~APPLIC~~

APPLYING FOR THE SAME TIMES & INFORMATION AS LAST YEAR

OUTSIDE - JUKEBOX, RADIO, T.V.

LIVE/RECORDED MUSIC AMPLIFICATION, DANCING

INSIDE 3PM-12AM JUKEBOX,

RADIO, T.V. LIVE/RECORDED MUSIC AMPLIFICATION, DANCING

Section VI

At any time during this concert, dance exhibition, cabaret or public show, will any person(s) be permitted to appear on the premises in any manner or attire as to expose to the public view any portion of the body as described in Mass. General Laws Chapter 140, Section 183A, Para. 3.

Yes No

- If you checked yes on the question above, please obtain an Entertainment Appendix from staff

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.

By signing below, I am certifying that 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.

Saylor Pomeroy

Signature of Applicant, Owner or Manager

FEB 28, 2023

Date

Federal I.D. #

*Application must include payment, Certificate of Insurance showing workers comp coverage and Workers Comp Affidavit. Any application missing information or documentation will be deemed incomplete and sent back to the applicant.



ENTERTAINMENT LICENSE RENEWAL - WEEKDAY

An application for entertainment regulated by Massachusetts General Law Chapter 140, Section 183A

All highlighted areas are REQUIRED to be completed

Section I - Check all appropriate

- Weekday Entertainment (\$75)
- One day Entertainment (\$25)

Section II - Check all appropriate

- Annual
- Seasonal
- Opening Date 04/01/23

Section III - Applicant Information

Business Name PORT RESTAURANT + BAR Phone 508-430-5410

Doing Business As THE PORT

Business Address 541 ROUTE 29

Mailing Address HARWICH, MA 02646

Owners Name & Address JUSTIN BRADSHAW

Email Address _____

Manager Name & Address Jared Bradshaw

Days/Hours of Business Operation Seven days, 11am - 1am

Section IV - Entertainment Type (Check all appropriate boxes)

- Group 1 Jukebox, Radio, Television
- Group 2 Dancing by Patrons
- Group 3 Dancing by Live Performers, Live/Recorded Music, Amplification System
*If having live or recorded music, please state below exactly what kind (DJ, Band, etc.)
- Group 4 Moving Pictures, Plays, Floor Shows, Light Shows, Theatre Shows

Section V - Additional information

- The time you are requesting to have entertainment (I.E. 4 P.M. to 10 P.M.)
Inside 11am - 12am, Outside 11am - 10pm
- Location of entertainment (Inside and/or outside)
Inside + Outside
- Specific days if not applying for Monday through Saturday
MON - SAT

- Please use the area below to outline any additional information for the Local Licensing Authority

Section VI

At any time during this concert, dance exhibition, cabaret or public show, will any person(s) be permitted to appear on the premises in any manner or attire as to expose to the public view any portion of the body as described in Mass. General Laws Chapter 140, Section 183A, Para. 3.

___ Yes X No

- If you checked yes on the question above, please obtain an Entertainment Appendix from staff

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.

By signing below, I am certifying that 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 of applicant & title

3-1-23

Federal I.D. #

*Application must include payment, Certificate of Insurance showing workers comp coverage and Workers Comp Affidavit. Any application missing information or documentation will be deemed incomplete and sent back to the applicant.



ENTERTAINMENT LICENSE RENEWAL - SUNDAY

An application for entertainment regulated by Massachusetts General Law Chapter 140, Section 183A

All highlighted areas are REQUIRED to be completed

Section I - Check all appropriate

- Entertainment starting prior to 1PM (\$175)
- Entertainment starting after 1PM (\$85)
- One day Entertainment (\$25)

Section II - Check all appropriate

- Annual
- Seasonal
- Opening Date

Please note the Commonwealth of Massachusetts fee applies for all Sunday entertainment as outlined below:

Please make check payable to Commonwealth of Massachusetts

- Entertainment starting on Sunday after 1:00 p.m. - \$50
- Entertainment starting on Sunday prior to 1:00 p.m. - \$100

Section III - Applicant Information

Business Name Port Restaurant + Bar Phone 508-430-5410

Doing Business As THE PORT

Business Address 541 ROUTE 28

Mailing Address HARWICH, MA 02646

Owners Name & Address Justin Brackett

Email Address -

Manager Name & Address Justin Brackett

Days/Hours of Business Operation Seven Days, 11am - 1am

Section IV - Entertainment Type (Check all appropriate boxes)

Group 1 Jukebox, Radio, Television

Group 2 Dancing by Patrons

Group 3 Dancing by Live Performers, Live/Recorded Music, Amplification System
*If having live or recorded music, please state below exactly what kind (DJ, Band, etc.)

Group 4 Moving Pictures, Plays, Floor Shows, Light Shows, Theatre Shows

Section V – Additional information

- The time you are requesting to have entertainment (I.E. 4 P.M. to 10 P.M.)
Inside 1pm - 1am ; outside 1pm - 10pm
- Location of entertainment (Inside and/or outside)
Inside + Outside
- Please use the area below to outline any additional information for the Local Licensing Authority

Section VI

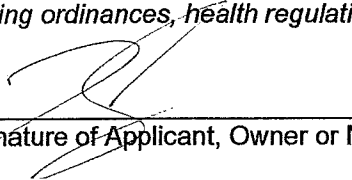
At any time during this concert, dance exhibition, cabaret or public show, will any person(s) be permitted to appear on the premises in any manner or attire as to expose to the public view any portion of the body as described in Mass. General Laws Chapter 140, Section 183A, Para. 3.

Yes No

- If you checked yes on the question above, please obtain an Entertainment Appendix from staff

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.

By signing below, I am certifying that 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 of Applicant, Owner or Manager

3-1-23

Date

Federal I.D. #

*Application must include payment, Certificate of Insurance showing workers comp coverage and Workers Comp Affidavit. Any application missing information or documentation will be deemed incomplete and sent back to the applicant.



ENTERTAINMENT LICENSE RENEWAL - WEEKDAY

An application for entertainment regulated by Massachusetts General Law Chapter 140, Section 183A

All highlighted areas are REQUIRED to be completed

Section I - Check all appropriate

- Weekday Entertainment (\$75)
- One day Entertainment (\$25)

Section II - Check all appropriate

- Annual
- Seasonal
- Opening Date 4/1/23

Section III - Applicant Information

Business Name Wychemere Harbor Functions LP Phone 508-619-5125
 Doing Business As Wychemere Beach Club
 Business Address 23 Snow Inn Rd, Harwich Port, MA 02646
 Mailing Address Same
 Owners Name & Address _____
 Email Address berhard@wychemerebeachclub.com
 Manager Name & Address Ben Erhard
 Days/Hours of Business Operation Monday - Saturday 11AM - 11AM

Section IV - Entertainment Type (Check all appropriate boxes)

- Group 1 Jukebox, Radio, Television
- Group 2 Dancing by Patrons
- Group 3 Dancing by Live Performers, Live/Recorded Music, Amplification System
 *If having live or recorded music, please state below exactly what kind (DJ, Band, etc.)
- Group 4 Moving Pictures, Plays, Floor Shows, Light Shows, Theatre Shows

Section V - Additional information

- The time you are requesting to have entertainment (I.E. 4 P.M. to 10 P.M.) -
11AM - 10PM outside 11AM - 11AM inside
- Location of entertainment (Inside and/or outside)
Inside + outside
- Specific days if not applying for Monday through Saturday

- Please use the area below to outline any additional information for the Local Licensing Authority

Section VI

At any time during this concert, dance exhibition, cabaret or public show, will any person(s) be permitted to appear on the premises in any manner or attire as to expose to the public view any portion of the body as described in Mass. General Laws Chapter 140, Section 183A, Para. 3.

___ Yes X No

- If you checked yes on the question above, please obtain an Entertainment Appendix from staff

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.

By signing below, I am certifying that 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.

JEN CFO
Signature of applicant & title

Federal I.D. #

*Application must include payment, Certificate of Insurance showing workers comp coverage and Workers Comp Affidavit. Any application missing information or documentation will be deemed incomplete and sent back to the applicant.



ENTERTAINMENT LICENSE RENEWAL - SUNDAY

An application for entertainment regulated by Massachusetts General Law Chapter 140, Section 183A

All highlighted areas are REQUIRED to be completed

Section I - Check all appropriate

- Entertainment starting prior to 1PM (\$175)
- Entertainment starting after 1PM (\$85)
- One day Entertainment (\$25)

Section II - Check all appropriate

- Annual
- Seasonal
- Opening Date 4/1/23

Please note the Commonwealth of Massachusetts fee applies for all Sunday entertainment as outlined below:

Please make check payable to Commonwealth of Massachusetts

- Entertainment starting on Sunday after 1:00 p.m. - \$50
- Entertainment starting on Sunday prior to 1:00 p.m. - \$100

Section III - Applicant Information

Business Name Wychemere Harbor Functions Phone 508-619-5125
 Doing Business As Wychemere Beach Club
 Business Address 23 Snow Inn Rd, Harwich Port, MA 02646
 Mailing Address Same
 Owners Name & Address _____
 Email Address berhard@wychemerebeachclub.com
 Manager Name & Address Ben Erhard
 Days/Hours of Business Operation Sunday

Section IV - Entertainment Type (Check all appropriate boxes)

- Group 1 Jukebox, Radio, Television
- Group 2 Dancing by Patrons
- Group 3 Dancing by Live Performers, Live/Recorded Music, Amplification System
 *If having live or recorded music, please state below exactly what kind (DJ, Band, etc.)
- Group 4 Moving Pictures, Plays, Floor Shows, Light Shows, Theatre Shows

Section V – Additional information

- The time you are requesting to have entertainment (I.E. 4 P.M. to 10 P.M.)
11Am - 1Am Inside 11Am - 10pm outside
- Location of entertainment (Inside and/or outside)
Inside + outside
- Please use the area below to outline any additional information for the Local Licensing Authority

Section VI

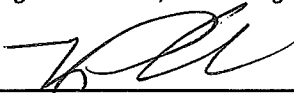
At any time during this concert, dance exhibition, cabaret or public show, will any person(s) be permitted to appear on the premises in any manner or attire as to expose to the public view any portion of the body as described in Mass. General Laws Chapter 140, Section 183A, Para. 3.

Yes No

- **If you checked yes on the question above, please obtain an Entertainment Appendix from staff**

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.

By signing below, I am certifying that 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 of Applicant, Owner or Manager

2/28/2023
Date

Federal I.D. #

*Application must include payment, Certificate of Insurance showing workers comp coverage and Workers Comp Affidavit. Any application missing information or documentation will be deemed incomplete and sent back to the applicant.

Christian Schultz
Red River bbq
787 rt 28 Harwichport



Harwich Town Selectman,

We were given a two week period to do some work at the Red River bbq and we are requesting to extend that until 4/5/2023 as we have had some delays in our progress.

Thank you in advance for your consideration,

Christian Schultz



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

APPLICATION FOR A SPECIAL PERMIT

- One day Entertainment (\$25)
- One day Liquor License – All Alcohol (\$50)
- One day Liquor License – Wines & Malt (\$50)
- Craft Fair (\$50)
- Event (\$25)
- Road Race (\$50)
- Other (please specify) _____

Applicants Name Harwich Conservation Trust Phone 508-432-3997

Mailing Address P.O. Box 101, South Harwich, MA 02661

Owners Name & Address _____

Email Address mike@harwichconservationtrust.org

REQUIRED FOR ONE DAY ENTERTAINMENT – PLEASE PRINT

- The date & time (I.E. 4 P.M. to 10 P.M.) you are requesting to have entertainment
Saturday, May 13, 9 a.m. - 12 p.m.
- Location of entertainment (Inside and/or outside)
Outside
- Address where entertainment will be playing
10 Headwaters Drive

REQUIRED FOR ONE DAY ENTERTAINMENT - ENTERTAINMENT TYPE: (Check all appropriate boxes)

- Concert Dance Exhibition Cabaret Public Show Other
- Dancing by Patrons
- Dancing by Entertainers or Performers
- Recorded or Live Music
- Use of Amplification System
- Theatrical Exhibit, Play or Moving Picture Show
- A Floor Show of Any Description
- A Light Show of Any Description

REQUIRED FOR ROAD RACE/CRAFT FAIR/ANY OTHER EVENT

Address of Event 10 Headwaters Drive, Harwich, MA 02661

Date & Time Saturday, May 13, 9 a.m. - 12 p.m.

Route/Location for Road Race _____

Provide any additional information necessary for the Board of Selectmen _____

Pursuant to MGL, Chapter 62C, Section 49A, I certify under the penalties of perjury that I, to the best of my knowledge and belief, have filed all State tax returns, and have paid all State taxes under the law.

Michael Jach, Executive Director
Signature of applicant & title Harwich Conservation Trust Federal I.D. # _____

Signature of individual or corporate name Federal I.D. # _____

Signature of Manager Federal I.D. # _____

Signature of Partner Federal I.D. # _____

REGULATORY COMPLIANCE FORM

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

Jack Ma Building Commissioner
Matthew O'Neill * Board of Health
[Signature] Fire Department
K.M. Adams Police Department
[Signature] Recreation Department

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

Please note: This permit does not exempt the applicant from the Town of Harwich Chapter 189 Noise by-law

* Food permits require 30 days minimum to process.



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

APPLICATION FOR A SPECIAL PERMIT

- One day Entertainment (\$25)
- One day Liquor License – All Alcohol (\$50)
- One day Liquor License – Wines & Malt (\$50)
- Craft Fair (\$50)
- Event (\$25)
- Road Race (\$50)
- Other (please specify) _____

Applicants Name Hairworks Phone 508 432 3900

Mailing Address PO Box 1176, Harwich, MA 02645

Owners Name & Address Michelle Wang, 119 Rte 137 Harwich MA 02645

Email Address hairworks3900@gmail.com

REQUIRED FOR ONE DAY ENTERTAINMENT – PLEASE PRINT

- The date & time (I.E. 4 P.M. to 10 P.M.) you are requesting to have entertainment
April 2nd 3-7pm
- Location of entertainment (Inside and/or outside)
inside
- Address where entertainment will be playing
119 Rte 137 Harwich MA 02645 - HAIRWORKS

REQUIRED FOR ONE DAY ENTERTAINMENT - ENTERTAINMENT TYPE: (Check all appropriate boxes)

- Concert Dance Exhibition Cabaret Public Show Other
- Dancing by Patrons
- Dancing by Entertainers or Performers
- Recorded or Live Music
- Use of Amplification System
- Theatrical Exhibit, Play or Moving Picture Show
- A Floor Show of Any Description
- A Light Show of Any Description

REQUIRED FOR ROAD RACE/CRAFT FAIR/ANY OTHER EVENT

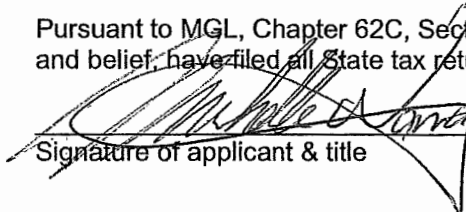
Address of Event _____

Date & Time _____

Route/Location for Road Race _____

Provide any additional information necessary for the Board of Selectmen _____

Pursuant to MGL, Chapter 62C, Section 49A, I certify under the penalties of perjury that I, to the best of my knowledge and belief, have filed all State tax returns, and have paid all State taxes under the law.

 Salon owner
Signature of applicant & title

Federal I.D. #

Signature of individual or corporate name

Federal I.D. #

Signature of Manager

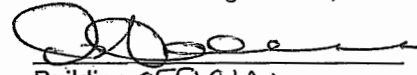

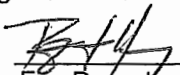
Federal I.D. #

Signature of Partner

Federal I.D. #

REGULATORY COMPLIANCE FORM

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

 Building OFFICIAL
 Board of Health 3/15/2023
 Fire Department

 Police Department
 Recreation Department

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

Please note: This permit does not exempt the applicant from the Town of Harwich Chapter 189 Noise by-law

**Food service permits must be applied for at least 30 day prior to event*



NEW OR AMENDED ENTERTAINMENT LICENSE - WEEKDAY

An application for entertainment regulated by Massachusetts General Law Chapter 140, Section 183A

All highlighted areas are REQUIRED to be completed

Section I - Check all appropriate

- Weekday Entertainment (\$75)
- One day Entertainment (\$25)
- Batters Box (\$50)
- Go Carts (\$50)
- Miniature Golf (\$50)
- Trampolines (\$25)
- Theater (\$150 per cinema)
- Juke Box (\$100 each)
- Video Games (\$100 each)

Section II - Check all appropriate

- Annual
- Seasonal
- Opening Date APRIL 15TH

Section III - Applicant Information

Business Name PELHAM ON EARLE Phone 508 398 6076

Business Address 30 EARLE RD HARWICH MA 02671

Mailing Address _____

Owners Name & Address JOHN Mc CARTHY

Email Address JOHN@pelhamhousesort.com

Manager Name & Address Grace Grieco

Days/Hours of Business Operation 24 / 7

Section IV - Entertainment Type (Check all appropriate boxes)

- Group 1 Jukebox, Radio, Television
- Group 2 Dancing by Patrons
- Group 3 Dancing by Live Performers, Live/Recorded Music, Amplification System
*If having live or recorded music, please state below exactly what kind (DJ, Band, etc.)
- Group 4 Moving Pictures, Plays, Floor Shows, Light Shows, Theatre Shows

Section V – Additional information

- The time you are requesting to have entertainment (I.E. 4 P.M. to 10 P.M.)
9am - 10pm
- Location of entertainment (Inside and/or outside)
inside + outside
- Specific days if not applying for Monday through Saturday
- Please use the area below to outline any additional information for the Local Licensing Authority outdoor speakers playing background music during the day with occasional live music poolside

Section VI

At any time during this concert, dance exhibition, cabaret or public show, will any person(s) be permitted to appear on the premises in any manner or attire as to expose to the public view any portion of the body as described in Mass. General Laws Chapter 140, Section 183A, Para. 3.

Yes No

- **If you checked yes on the question above, please obtain an Entertainment Appendix from staff**

Pursuant to MGL, Chapter 62C, Section 49A, I certify under the penalties of perjury that I, to the best of my knowledge and belief, have filed all State tax returns, and have paid all State taxes under the law.

[Signature] _____ Federal I.D. # _____
Signature of authorized officer & title

REGULATORY COMPLIANCE FORM

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

[Signature] Building Commissioner [Signature] Board of Health [Signature] Fire Department [Signature] Police

Staff Comments: _____

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



NEW OR AMENDED ENTERTAINMENT LICENSE APPLICATION - SUNDAY

An application for entertainment regulated by Massachusetts General Law Chapter 140, Section 183A

All highlighted areas are REQUIRED to be completed

Section I - Check all appropriate

- Entertainment starting prior to 1PM (\$175)
- Entertainment starting after 1PM (\$85)
- One day Entertainment (\$25)
- Batters Box (\$50)
- Go Carts (\$50)
- Miniature Golf (\$50)
- Trampolines (\$25)
- Theater (\$150 per cinema)
- Juke Box (\$100 each)
- Video Games (\$100 each)

Section II - Check all appropriate

- Annual
- Seasonal
- Opening Date APRIL 15TH

Please note the Commonwealth of Massachusetts fee applies for all Sunday entertainment as outlined below:

Please make check payable to Commonwealth of Massachusetts

- Entertainment starting on Sunday after 1:00 p.m. - \$50
- Entertainment starting on Sunday prior to 1:00 p.m. - \$100

Section III - Applicant Information

Business Name PELHAM ON EARLE Phone 508 398 6076

Business Address 30 EARLE RD HARWICH MA 02671

Mailing Address _____

Owners Name & Address JOHN MCCARTHY

Email Address JOHN@PELHAMHOUSERESORT.COM

Manager Name & Address Grace Grieco

Days/Hours of Business Operation 24 HR / 7 DAYS

Section IV – Entertainment Type (Check all appropriate boxes)

Group 1 Jukebox, Radio, Television

Group 2 Dancing by Patrons

Group 3 Dancing by Live Performers, Live/Recorded Music, Amplification System
*If having live or recorded music, please state below exactly what kind (DJ, Band, etc.)

Group 4 Moving Pictures, Plays, Floor Shows, Light Shows, Theatre Shows

Section V – Additional information

- The time you are requesting to have entertainment (I.E. 4 P.M. to 10 P.M.)
9am - 10pm
- Location of entertainment (Inside and/or outside)
inside + outside
- Specific days if not applying for Monday through Saturday

- Please use the area below to outline any additional information for the Local Licensing Authority outdoor speakers playing background music during the day with occasional live music poolside

Section VI

At any time during this concert, dance exhibition, cabaret or public show, will any person(s) be permitted to appear on the premises in any manner or attire as to expose to the public view any portion of the body as described in Mass. General Laws Chapter 140, Section 183A, Para. 3.

Yes No

- If you checked yes on the question above, please obtain an Entertainment Appendix from staff

Pursuant to MGL, Chapter 62C, Section 49A, I certify under the penalties of perjury that I, to the best of my knowledge and belief, have filed all State tax returns, and have paid all State taxes under the law.

Signature of authorized officer & title

Federal I.D. #

REGULATORY COMPLIANCE FORM

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

[Signature] Building Commissioner [Signature] Board of Health [Signature] Fire Department [Signature] Police

Staff Comments: _____

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

OLD BUSINESS

Harwich By-Law/Charter Review Committee
2023 Recommendations to the Board of Selectmen

In keeping with the charge of the Harwich By-Law/Charter Review Committee, we herewith submit our recommendations for Charter revisions for consideration at the May 2023 Annual Town Meeting.

1. Restructure the timelines and deadlines for budgets and/or other financial considerations ahead of Town Meeting as outlined in the 2023 schedule proposed by the Town Administrator or as contained in the original 1987 Charter. (see attached Exhibits 1 & 2 attached).
2. Clarify Section 4-5-2 to specify that new or expanded position are to be voted separately in articles in the first year. (Exhibit 3, Possible amendment language).
3. Clarify Section 4-4-1 and 4-4-2 to specify that the time available to Selectmen for approving or denying Town Administrator's appointments should be identified as "business" days.
4. Clarify Section 9-6-3 to replace the words "during the month of December" to read: "no later than December 15th."
5. Modify Section 2-3-1 to state that town meeting will be held during the first full week of May.

In addition, the Committee is in full support of a proposal from the Water/Wastewater Commission and Superintendent to seek approval of legislation and/or a by-law that would allow for including water fines in customers' regular usage billings.

The Committee looks forward to further discussions on these recommendations as well as any others currently under consideration by the Board of Selectmen or as might be put suggested for inclusion in the May 2023 Annual Town Meeting Warrant by other town agencies, committees, and citizens.

Respectfully submitted,
Sandra Hall, Chair
Carol Thayer, Vice Chair
Deb Sementa, Clerk
Anita Doucette
Linda Cebula