

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, April 3, 2023

Remote Participation Optional:

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

<https://meet.goto.com/942285389>

You can also dial in using your phone.

Access Code: 942-285-389

United States: [+1 \(571\) 317-3112](tel:+15713173112)

**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 Union

III. PLEDGE OF ALLEGIANCE

IV. PUBLIC COMMENTS/ANNOUNCEMENTS

- A. Committee Vacancies
- B. Motor Vehicle Excise Tax Bills have been mailed and are due 4/23/23

V. CONSENT AGENDA

- A. Approve Board of Selectmen Meeting Minutes:
 - 1. March 20, 2023
- B. Vote to approve the Assistant Town Administrator’s recommendation to grant permission by NSTAR ELECTRIC COMPANY d/b/a EVERSOURCE ENERGY for the purpose to install 45’ +/- of 1-4” conduit, 40’ of 1-3” conduit and one proposed handhole under the road at 1603 Old Queen Anne Road

VI. NEW BUSINESS

- A. Update from the Treasurer/Collector on tax collection
- B. Discussion on proposed municipal parking lot location and proposal for Electric Vehicle Charging Stations; Votes may be taken
- C. Discussion of 2023 Annual Town Meeting Warrant Articles:
 - 1. Vote to place additional articles
 - 2. Vote to support and recommend articles for 2023 Town Meeting Warrant
 - 3. Discussion on additional material to be included in warrant
 - 4. Discussion on Fiscal Year 2024 Operating Budget
- D. Vote to close and sign the 2023 Annual Town Meeting Warrant
- E. Vote to approve and sign the 2023 Election Warrant
- F. Approve a 2023 Seasonal Common Victuallers license renewal for Sundae School Inc. d/b/a Sundae School Ice Cream – 606 Route 28
- G. Discussion and possible vote to approve a 2023 Seasonal, on-premise liquor license renewal for Chase Escape Cape Cod, LLC d/b/a The Summer House Café – 126 Route 28

VII. OLD BUSINESS

- A. Update on the following Requests for Proposals:
 - 1. 204 Sisson Road
 - 2. West Harwich Baptist Church
 - 3. Willow Street

VIII. TOWN ADMINISTRATOR’S REPORT

IX. SELECTMEN’S REPORT

X. CORRESPONDENCE

XI. 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 30, 2023

PUBLIC
COMMENTS /
ANNOUNCEMENTS

**Town of Harwich
Board of Selectmen Committee Vacancies
March 30, 2023**

Agricultural Commission (3 Full / 1 Alternate)	4
Affordable Housing Trust	1
Board of Registrars (Democrat)	1
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

**MINUTES
BOARD OF SELECTMEN
DANA B. GRIFFIN ROOM, TOWN HALL
732 MAIN STREET, HARWICH, M 02645
EXECUTIVE SESSION 5:45PM
REGULAR MEETING 6:00PM
MONDAY, MARCH 20, 2023**

MEMBERS PARTICIPATING: Michael MacAskill, Chairman, Mary Anderson, Vice Chair, Donald Howell, Clerk and Larry Ballantine

ALSO PARTICIPATING: Joseph F. Powers, Town Administrator

CALL TO ORDER: Chairman MacAskill called the meeting of the Board of Selectmen to order on Monday, March 20, 2023 at 5:45PM. The Board will be going into Executive Session and returning to Open Session no later than 6:00PM.

Mr. Howell moved to vote to go into Executive Session pursuant to MGL 30A s21(a)(3) to discuss with respect to collective bargaining for all town unions if the Chair has determined that open session would have a detrimental effect on the town's bargaining Police Patrol and Superior Police Unions. Motion seconded by Ms. Anderson.

Vote 4:0 in favor by roll call. Motion carried unanimously.

EXECUTIVE SESSION:

A. Pursuant to MGL c30A s21(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

Mr. MacAskill reopened the Board of Selectmen's Meeting reporting that in Executive Session they discussed with respect to collective bargaining for all town unions and the chair has determined that an open session would have a detrimental effect on the town's bargaining position; Police Patrol and Superior Police Unions. A decision was made, there are ongoing negotiations and no announcement was made.

PLEDGE OF ALLEGIANCE

Mr. MacAskill invited attendees to join in the Pledge of Allegiance.

PUBLIC COMMENTS.ANNOUNCEMENTS

A. Committee Vacancies

March 20, 2023

Mr. MacAskill announced for the benefit of the audience, Petition Articles will be heard next week. He asked for Public Comments and Announcements.

Patrick Otton of East Harwich asked for the date, time and place of Town Meeting which is May 1, 2023 at 7:00PM at the Community Center. He also asked about a comment made at the Real Estate and Open Spaces Meeting regarding inaccuracies in citizens petitions concerning fertilizers and asked for clarification. Mr. MacAskill responded that he will get in touch with Mr. Otto, possibly this week and he also suggested that Mr Otto speak with the Water Superintendent. He gave a brief overview of a previous lengthy discussion. Mr. Otto gave the Town Administrator additional information regarding the citizens' petition.

Carolyn Carey, Community Center Director noted that on Saturday, March 25th, due to circumstances beyond their control, the Community center will be closing at 2:00PM. She noted all of the upcoming events at the Community Center. All information is available on the website.

Ms. Anderson announced and listed the committee vacancies. Information and forms are available on the town's website.

Mr. Ballantine added that the Accessibility Rights Committee member Steve Duffy has passed away. He expressed sympathy and gratitude for all Mr. Duffy has done for the Town of Harwich.

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.

Mr. Howell moved to approve the Consent Agenda as presented, seconded by Ms. Anderson.

Vote 4:0 in favor. Motion carried unanimously.

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

- A. Fiscal year 2024 Water/Wastewater Department Operating Budget

Vice Chair Allin Thomposn, Jr. called the meeting of the Water/Wastewater Commissioners to order. Other members present: Noreen Donahue, John Gough and Gary Carreiro, Chairman. Dan Pellitier, Water/Wastewater Superintendent was also present to present the Budget.

March 20, 2023

Mr. MacAskill referred to the FY24 Operating Budget which the BOS members have seen. He asked Mr. Pelletier to note the highlights.

Mr. Pelletier noted highlights and reductions. The overall Budget number lines up with the number in the packet. Regarding the Water Budget: he specified the Budget totals and the percentage increases for FY24. He noted and explained the intra-fund transfer. Regarding the Wastewater Budget: Mr. Pelletier specified the Budget totals and the percentage increases for FY24. He also noted the reduction of the Wastewater debt. BOS members asked questions and Mr. Pelletier replied with detailed answers.

Mr. Howell moved to vote to support the Wastewater Budget and Water Budgets as presented, seconded by Ms. Anderson.

Vote 4:0 in favor. Motion carried unanimously.

Mr. MacAskill commented that it has been recommended by the Finance Committee that there be an Article for new hires. The BOS voted to do a chart, there will not be separate Articles.

(C. was taken out of order and addressed at this time)

B. 2023 Annual Town meeting Articles

Mr. Pelletier noted the memo which is included in the packet. He described each item in detail.

Town Administrator Powers noted that he has received information from council. There is new language for what Mr. Pelletier is proposing. He asked Mr Pelletier if counsel is aware of the transfer element. Mr. Pelletier will confirm that he does.

BOS members asked questions and received answers from Town Administrator Powers regarding the change in language and the Article.

Mr. Ballantine moved to approve the Water Article on New Source Expiration Phase 2 with final language set by legal counsel, seconded by Mr. Howell.

Vote: 4:0 in favor. Motion carried unanimously.

Mr. Pelletier explained the FY24 Pavement Management Plan in detail.

Mr. Howell moved to support the FY24 Pavement Management Plan, subject to final language, seconded by Ms. Anderson.

Vote 4:0 in favor. Motion carried unanimously.

Mr. Pelletier explained the FY24 Route 28 Water Main Replacement in detail noting funding applications that he filed.

March 20, 2023

Mr. Powers noted that in anticipation of potential Federal funding, Counsel has stated that the motion will make reference to that as well.

Mr. Howell moved to support the Article for FY24 Route 28 Water Main Replacement, seconded by Ms. Anderson.

Vote 4:0 in favor. Motion carried unanimously.

Mr. Pelletier explained this to also be in support of the Route 28 Water Main Replacement Project. This is a request for an easement at 129 Route 28.

Mr. Powers noted that this is not presently in the Draft Warrant. He recommended placing the vote to place the Article known as:_____.

Mr. Howell moved to vote to place on the Warrant an Article currently known as 129 Route 28 Utility Easement, seconded by Mr. Anderson.

Vote 4:0 in favor. Motion carried unanimously.

Mr. Pelletier explained a proposed amendment to the By-Law relative to increasing the fines associated with violating the water restrictions and he noted the proposed increases.

Mr. Powers commented that this is not yet in the Warrant.

Mr. Howell moved to amend Chapter 300 of the General By-Laws relative to violations of the water restriction By-Laws and violation penalties and place it on the Warrant, seconded by Ms. Anderson.

Vote 4:0 in favor. Motion carried unanimously.

Mr. MacAskill recommended that the Water/Wastewater Commission hold a public hearing.

Chairman Carreiro agreed and has requested that it be put on their agenda. He would like to include educating the public on various water usages and their effects.

BOS members made comments and offered opinions.

Water Commissioners also made comments and offered opinions.

John Sennet of 20 Hoyt Rd., Harwich Port commented and noted that mineral rights cannot be restricted on private property. He explained well owners rights and that they have Board of Health issued permits.

Mr. MacAskill noted that as of now, this is not going on the Warrant. They will wait to hear back from the Commissioners on their next meeting.

March 20, 2023

Mr. Pelletier continued, regarding Wastewater and the Phase 3 East Harwich Collection System Expansion. He noted the total of \$50 million and will list each one individually for the next meeting.

Mr. MacAskill asked Mr. Pelletier to also note funding sources.

Mr. Pelletier noted that they are anticipating varying degrees of principal forgiveness and noted those funds.

Mr. Powers noted that Mr. Pelletier has constant meetings with GHD. The 50 million dollar number is meant to be the highest possible number but they don't expect to hit it. This is not what they were looking at years before. He emphasized that Mr. Pelletier and the team have been doing exactly what was asked of them, both with spirit and in the direction of the law to evaluate proposals that go before Town Meeting as having been vetted to cost.

Mr. Donahue requested that the word expansion be eliminated as it is misleading and to substitute the wording. Discussion followed with suggestions.

Mr. Powers confirmed eliminating the word expansion.

Mr. Ballantine moved to support the Phase 3 East Harwich Collection System for 50 million dollars funded by Debt Exclusion, seconded by Ms. Anderson.

Vote 4:0 in favor. Motion carried unanimously.

Mr. Pelletier noted and explained he West Harwich Route 28 Sewer Main Installation which is on the Capital Plan.

Mr. Howell moved to support the Article currently known as West Harwich Route 28 Sewer Main Installation Project at 6.5 million dollars, seconded by Ms. Anderson.

Vote 4:0 in favor. Motion carried unanimously.

Ms. Donahue moved to adjourn the meeting of the Water/Wastewater Commission, seconded by Mr. Gough. Motion carried unanimously.

C. Water/Wastewater Department adds to staff.

Mr. MacAskill noted that there will be a chart and one Article for new hires, there will not be separate Articles. He recommended that the Water Commissioners put their new position in their description and it will be included in their motion. The BOS supports the new position.

NEW BUSINESS

A. Discussion in Fiscal Year 2024 Department Operating Budget

March 20, 2023

Mr. MacAskill noted that they had discussed pulling the HR position out of the Budget and that a motion is needed to do so.

Mr. Howell moved to, for the time being, remove the HR position from consideration this year at Town Meeting, seconded by Ms. Anderson.

Vote 4:0 in favor. Motion carried unanimously.

B. Approve the proposed amendments to the Fiscal year 2024 Personnel Bylaw Compensation/Classification Tables

Town Administrator Powers noted that the material in the packet is meant to indicate Appendix B which is the supporting documentation for Article 4, the Operating Budget. He has FY 22 and FY23 numbers. He explained certain lines and entries comparing original FY23 and BOS recommendations as well as other calculations resulting in the total cost of Article 4.

Mr. Howell asked if the Personnel Table would be in the body of the Article itself rather than an Appendix.

Mr. Powers replied that the Table has not been embedded in the Warrant Article itself. Anything that comes after estimated cost is understood to be outside the Article and informational only. Adding it to the Article is a policy issue for the BOS to discuss.

Discussion followed as to whether or not to make the Personnel Table part of the Article.

Ms. Donahue commented that she is in support of the newer Table method, placing a simple chart of new hires, either in the Operating Budget itself or in Appendix B and she gave her reasons.

Mr. MacAskill commented he is perplexed as to why this hasn't been done as a policy change throughout the years that this conversation has come up. For the last two Town Administrators, new hires were in the Operating Budget. There will be a document for the BOS to discuss the policy. He gave a brief history of how this issue has been dealt with in the past. He feels that Appendix B is exactly where this belongs. The Board either supports the Budget and the Enhancement Services or it doesn't. He would be happy reading that at the state of the union address before Town Meeting. At Article 4, the Town Administrator can point people to Appendix B and explain briefly the Enhancement of Services. His opinion is that it should be put in as Appendix B, they should alert Town Meeting that it is in Appendix B and give a brief explanation of why they are doing an Enhancement of Services.

Mr. Howell commented that if they can't put people on notice prior to coming to Town Meeting, they don't know if they'll be motivated to come or not. He suggested that if the Table is in the Warrant itself, it'll be printed in the newspaper and everyone will be put on notice.

Mr. Ballantine moved to approve Article 4 as stated, seconded by Ms. Anderson.

March 20, 2023

Vote 4:0 in favor. Motion carried unanimously.

Mr. Ballantine suggested that, when presenting Capital Budget items, it would be useful if there was a table showing what it means to future operating budgets.

Mr. Powers agreed and explained that a Finance Director is needed for that projection. They are not prepared to do that for this Town Meeting.

Mr. Howell commented that there are questions that will be asked at Town Meeting and he feels they should get the answers so they are able to answer them.

B. Approve the proposed amendments to the Fiscal Year 2024 Personnel Bylaw Compensation/Classification Tables

Town Administrator Powers noted that there is a cover memo in the packet. He emphasized that this is not for FY23. FY23 Personnel received 2% to match their COLA (cost of living adjustment) .

Mr. Howell commented that it would be helpful to have FY23 and Fy24 lined up for easy comparison.

Mr. Powers will provide that for the BOS in their next packet.

Mr. Howell moved to approve the proposed amendments to FY2024 Personnel Bylaw Compensation/Classification Tables as presented, seconded by Ms. Anderson.

Vote 4:0 in favor. Motion carried unanimously

C. Vote to request Community Preservation Committee to reconsider their vote on the dollar amount to go towards Harwich Affordable Housing Trust. The memorandum lays out the conservative proposal that he is presenting and the subsequent pages show what the changes would look like in the Classification and Compensation tables. It outlines wage adjustments with an adjustment to the base salary and then a COLA. What the Board is looking at is what they agreed to through negotiations with the collective bargaining associations. They will be relying upon money available from the 2022 Town Meeting, Article 4, Line 2.

Mr. MacAskill noted that CPC voted to fund \$250,000 and he asked the Board to support asking them to reconsider and increase that number to \$500,000.

Mr. Howell noted that the reason there is a Trust is to aggregate funds so that when an opportunity comes up, the Trust doesn't have to wait for a Town Meeting to move on it.

Ms. Anderson moved to vote to request that the Community Preservation Committee reconsider their vote on the dollar amount to go to the Harwich Affordable Housing Trust from \$250,000 to \$500,000, seconded by Mr. Howell.

March 20, 2023

He noted that today he received notification as the chair of the Board of Trustees, that he has to provide a report of the status of funds that have been granted through CPC going back to inception of the Trust. He cannot report when it will be expended because they don't know. It's meant to be capital seed money. The way Harwich CPC treats funds for an Affordable Housing Trust funds are different from other communities.

Mr. MacAskill commented that it may be time for a joint meeting between CPC, the Board of Selectmen and the Affordable Housing Trust.

Mr. Howell commented that it is clear that the way the Trust document was constructed, the money comes into the Trust and only by a vote of the Trust can it be appropriated out for anything, There is no recapture.

Vote 4:0 in favor. Motion carried unanimously.

D. Vote to name Betty Clark MacLeavy as the Reporter of the American Rescue Plan Act (ARPA) funds for the Town of Harwich

Mr. Howell moved to approve to name Betty Clark MacLeavy as the Reporter of the American Rescue Plan Act (ARPA) funds for the Town of Harwich, seconded by Ms. Anderson.

Mr. Powers explained that Ms. MacLeavy is the new Treasurer/Collector. As Town Administrator he is the recorder and someone in the finance role is the reporter of what the town did with the funds.

Voter 4:0 in favor. Motion carried unanimously.

E. 2023 Annual Town Meeting Warrant Articles

1. Vote to place additional Articles

Mr. Powers noted that there are currently 2 additional Articles to be considered for placement tonight and there will be more next week. One Article for tonight is a request for supplemental funding for renovations to Brooks Academy Museum and he gave a brief overview of the request and an available funding source. He recommended placing the Article, affirm the estimated cost once it is determined and rely on the funding source that he described. He also recommended removing the \$600,000 in the Capital Outlay Plan for Brooks Academy Museum because the funding source will have an impact on that number.

David Spitz, Chair of the Brooks Academy Museum Commission described a concealed condition and the cost to address it. He noted 2 other concealed conditions. One is a rotten sill with an estimation of \$25,000. The other is the concrete block wall in the newer section which has no footings underneath it. The cost of replacing that is just over \$200,000. He went on to explain other options including helical piers which is a specialty construction. There will be a meeting this week with the structural engineer. He is hopeful that the amount will be half of the \$200,000.

March 20, 2023

Mr. Howell moved to place this Article in the Warrant with an estimated cost of \$250,000 to be revisited next week, seconded by Ms. Anderson.

Vote 4:0 in favor. Motion carried unanimously.

Mr. Powers noted that the other Article is to reaffirm and extend MGL C59 s5 c56, which he read. This is a standard Article that is renewed every 2 years.

Mr. Howell moved to place an Article to Reaffirm and Extend MGL C59 s5 c56, seconded by Ms. Anderson.

Vote 4:0 in favor. Motion carried unanimously.

Mr. Howell moved to support the Article, seconded by Ms. Anderson.

Vote 4:0 in favor. Motion carried unanimously.

2. Vote to support and recommend Articles that have been placed.

Mr. Powers suggested the wording of “support and adopt” to be used by the BOS and the Finance Committee. Some previous motions used the wording “placed”. He reviewed the 8 page document, Articles placed on the 2023 Warrant needing BOS recommendations.

Mr. Howell moved to accept and adopt the document Articles placed on the 2023 Warrant needing BOS recommendations, as read. Seconded by Ms. Anderson.

Vote 4:0 in favor. Motion carried unanimously.

Mr. Howell moved to accept and adopt the Article, Town Officers and Committees as read, seconded by Ms. Anderson.

Vote 4:0 in favor. Motion carried unanimously.

Mr. Howell moved to accept and adopt the Article, Elected Officials Salaries in the amount of \$119,107 as read, seconded by Ms. Anderson.

Vote 4:0 in favor. Motion carried unanimously.

Mr. Howell moved to accept and adopt the Article, Town Operating Budget in the estimated amount of \$43,101,586 as read, seconded by Ms. Anderson.

Vote 4:0 in favor. Motion carried unanimously.

Mr. MacAskill read the Article, Monomoy Regional School District Budget with an estimated cost of \$28,469,466. The BOS will revisit this after a meeting with Monomoy Regional School District.

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Mr. Howell moved to accept and adopt the Article, Cape Cod Regional Vocational School District Budget with the estimated amount of \$2,014,200 as read, seconded by Ms. Anderson.

Vote 4:0 in favor. Motion carried unanimously.

Mr. Howell moved to accept and adopt the Article, Cape Cod Community Media Center with the estimated cost of \$157,037, as read, seconded by Ms. Anderson.

Vote 4:0 in favor. Motion carried unanimously.

Mr. Howell moved to accept and adopt the Article, Items funded by the Cable Fund with the estimated amount of \$47,222 as read, seconded by Ms. Anderson.

Vote 4:0 in favor. Motion carried unanimously.

Mr. Howell moved to accept and adopt the Article, Child Care Stipend Support Program with an estimated cost of \$250,000 as read, with a note that they are still working on the language, seconded by Ms. Anderson.

Vote 4:0 in favor. Motion carried unanimously.

Mr. Howell moved to accept and adopt the Article, Fund Technology Enhancements for Brooks Free Library with an estimated cost of \$25,000 as read, seconded by Ms. Anderson.

Vote 4:0 in favor. Motion carried unanimously.

Mr. Howell moved to accept and adopt the Article, Amend Cemetery Regulations as read, seconded by Ms. Anderson.

Vote 4:0 in favor. Motion carried unanimously.

Mr. Howell moved to accept and adopt Article, MGL C41 s110a as read, seconded by Ms. Anderson.

Vote 4:0 in favor. Motion carried unanimously.

Mr. Howell moved to accept and adopt Article, Amendment to the agreement between the towns of Chatham and Harwich with respect to the formation of a regional school district as read, seconded by Ms. Anderson.

Mr. Howell asked if Chatham agreed as they have to accept the same Article.

Mr. Powers replied that counsel had indicated that they have to pass the same document provided by the School Committee which they don't have yet but the school district will be providing it.

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Vote 4:0 in favor. Motion carried unanimously.

Mr. Howell moved to accept and adopt the Chamber of Commerce Article, Promote the Town of Harwich with an estimated cost of \$50,000 as read, seconded by Ms. Anderson.

Mr. MacAskill noted that the recommendation is to go from \$35,000 to \$50,000.

Vote 4:0 in favor. Motion carried unanimously.

Cindy Williams, Director of the Chamber of Commerce thanked the BOS for their support.

Mr. Howell moved to accept and adopt Article, Supplemental Annual Allocation of Mass Cultural Counsel for local Cultural Council grants with an estimated cost of \$4,000 as read, seconded by Ms. Anderson.

Vote 4:0 in favor Motion carried unanimously.

Mr. Howell moved to accept and adopt the Article, Defray the expense of the Chase Library and Harwich Port Library with an estimated cost of \$20,000 as read, seconded by Ms. Anderson.

Vote 4:0 in favor. Motion carried unanimously.

Mr. Howell moved to accept and adopt the Article, Annual Departmental Revolving Funds Authorization as read, noting the table in the Warrant.

Mr. Powers noted a scrivener's error and noted the correction. He also increased the dollar amount related to 204 Sisson Road to \$300,000 and gave his reasons.

Ms. Anderson moved to accept and adopt the Article, Annual Departmental Revolving Funds authorization, seconded by Mr. Ballantine.

Vote 3:1 in favor. Motion carried.

Mr. Howell moved to adopt and accept the Article, Herring Fisheries as read, seconded by Ms. Anderson.

Vote 4:0 in favor. Motion carried unanimously.

Mr. Powers noted that the next Article on page 4, continuing on through the majority of page 6 are the CPA Articles, funding sources have been confirmed and there may be language changes to properly state the funding sources, the dollar amounts will not change . They are essentially as seen in the Articles.

Mr. Howell moved to accept and adopt the Article, Community Preservation Act Land Bank Debt Service in the estimated cost of \$166,650 as read, seconded by Ms Anderson.

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Vote 4:0 in favor. Motion carried unanimously.

Mr. Howell moved to accept and adopt the Article, Community Preservation Act Open Space Reserve \$198,700, Historic Preservation Reserve \$198,700, Community Housing Reserve \$198,700, Administrative Expense \$50,000 and undesignated fund anticipated \$1,390,900, as read, seconded by Ms. Anderson.

Vote 4:0 in favor. Motion carried unanimously.

Mr. Howell moved to accept and adopt the Article, Community Preservation Act Herring River Land Preservation Project, estimated cost of \$125,000 as read. Seconded by Ms. Anderson.

Vote 4:0 in favor. Motion carried unanimously.

Ms. Anderson moved to accept and adopt the Article, Community Preservation Act Lower Cape Housing Institute, estimated cost \$7,500 as read. Seconded by Mr. Ballantine.

Mr. Howell explained that towns from Provincetown to Harwich are all putting in an amount of money and he would like an explanation before he approves it.

Vote 3:0:1 in favor. Motion carried.

Mr. Howell moved to accept and adopt the Article, Community Preservation Act Brooks Academy Renovations estimated cost \$690,000 as read. Seconded by Ms. Anderson.

Vote 4:0 in favor. Motion carried unanimously.

Mr. Howell moved to accept and adopt the Article, Community Preservation Act Preservation of 203 Bank Street with an estimated cost of \$350,00 as written. Seconded by Ms. Anderson.

Vote 4:0 in favor. Motion carried unanimously.

Mr. Howell moved to accept and adopt the Article, Community Preservation Act Oak Street Bike Path Crossing Lights with an estimated cost of \$13,000 as written. Seconded by Ms. Anderson.

Vote 4:0 in favor. Motion carried unanimously.

Mr. Howell moved to accept and adopt the Article, Community Preservation Act Senior Softball Fields Restrooms with an estimated cost of \$150,000 as written. Seconded by Ms. Anderson.

Vote 4:0 in favor. Motion carried unanimously.

Mr. Howell moved to accept and adopt the Article, Community Preservation Act Resurface Courts at Brooks Park with an estimated cost of \$110,000 as written. Seconded by Ms. Anderson.

March 20, 2023

Vote 4:0 in favor. Motion carried unanimously.

Mr. Howell moved to accept and adopt the Article, Community Preservation Act Additional Funding Sand Pond Restroom Project with an estimated cost of \$35,000 as written. Seconded by Ms. Anderson.

Vote 4:0 in favor. Motion carried unanimously.

Mr. Howell moved to accept and adopt the Article, Community Preservation Act Skinequit Pond Remediate Project with an estimated cost of \$92,000 as written. Seconded by Ms. Anderson.

Vote 4:0 in favor. Motion carried unanimously.

Mr. Howell moved to accept and adopt the Article, Community Preservation Act War Memorials Project with an estimated cost of \$256,282.40 as written. Seconded by Ms. Anderson.

Vote 4:0 in favor. Motion carried unanimously.

Regarding the Article, Capital Outlay Plan items funded from Free Cash, Mr. Powers referenced a table on page 7, Project #15, 80 Parallel St, \$600,000, Facilities Department and recommended that it be stricken from the table and that the table be renumbered to \$4,886,151. He also noted that the Town's council has indicated that rather than divide the question, he would expect that Moderator Ford would read the table and ask that if anybody wants a project to be held out. There would then be votes on all the ones that weren't held out. He will then go back to the ones that were held out.

Mr. Howell moved to accept and adopt the Article, Capital Outlay Plan funded by Free Cash with an estimated amount of \$4,886,151 as written and presented. Seconded by Ms. Anderson

Mr. MacAskill noted that there are 16 projects that are listed in the Warrant. Adding a description line to the table had been discussed in a previous meeting.

Mr. Powers commented that they have to be mindful of the language used and he does not want to give specificity to a level that has not been given in the past. He gave an example.

Vote 4:0 in favor, Motion carried unanimously.

Mr. Howell moved to accept and adopt the Article, Capital Outlay Plan items Funded from Retained Earnings estimated in the amount of \$775,000 as written. Seconded by Ms. Anderson.

Vote 4:0 in favor. Motion carried unanimously.

Mr. Howell moved to accept and adopt the Article, Capital Outlay Plan Items Funded from Chapter 90 funds in the estimated amount of \$700,000 as written. Seconded by Ms. Anderson.

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Mr. Powers explained the administrative decision that was made this year to have the first \$700,000 appear in the table under Free Cash, Project #10 and then use Chapter 90 funds.

Vote 4:0 in favor. Motion carried unanimously.

Mr. Powers noted that the BOS will get the final version of the Zoning Articles next week as well as others that he has previously referenced.

Mr. MacAskill noted that all the Petition Articles will be before the Board next week. He asked Mr. Powers for a matrix of what has been voted.

3. Discussion on additional material to be included in the Warrant

Mr. MacAskill noted the Revolving Fund Reports that he previously gave to Mr. Powers.

Ms. Anderson suggested giving an explanation of CPC, where the money comes from and how it's dictated into the four buckets.

Mr. Powers noted that the Warrant at a Town Meeting is the sole creation of the Board of Selectmen and the sole purview of the Board. There are several pages that talk about standard terms, financial glossary etc. More content can be added to the front before the legal Warrant.

Mr. MacAskill noted that on the Petition Articles, there was one other Article contemplated by the Board on the Chapter 97 land, related to the Main Street bog and another petitioner. Counsel has recommended they go with the petitioners Article but he is still doing deed research. Counsel feels both petitions will get the to the same place. Mr. MacAskill also asked to have the legal opinions on the Petition Articles before the next meeting.

Mr. Ballantine commented that if legal counsel finds something, they would then go back to the petitioner as well.

Mr. Powers does not believe that is the practice of KP Law and that it is contrary to what the State warns Municipalities about, interfering either under the guise of aid or amendment. He offered suggestions of other actions that could be taken. He will discuss it with counsel.

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 Router 28
2. 554 Street Bar LLC d/b/a Three Monkeys - 554 Router 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

March 20, 2023

Mr. Howell moved to vote to accept the Liquor License Renewals pending their 2023 Fire Inspection reports, #1 through #6, as listed. Seconded by Ms. Anderson.

Vote 4:0 in favor. Motion carried unanimously.

G. Approve a 2023 Seasonal off-premise liquor license renewal for Malik Corporation d/b/a Value Mart - 435 Router 28

Mr. Howell moved to vote to approve the Seasonal off-premise liquor license as listed. Seconded by Ms. Anderson.

Vote 4:0 in favor. Motion carried unanimously.

H. Approve the Change of Manager Application for Allen Harbor Yacht Club, Inc. d/b/a Allen Harbor Yacht Club - 371 Lower County Road

Mr. Ballantine moved to approve the Change of Manager Application as listed. Seconded by Mr. Howell.

Vote 4:0 in favor. Motion carried unanimously.

- I Approve the following 2023 Seasonal Common Victualler's 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

Mr. Ballantine moved to vote to approve the 2023 Seasonal Common Victualler's license renewals as listed. Seconded by Mr. Howell.

Vote 4:0 in favor. Motion carried unanimously

- 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

Mr. Howell moved to vote to approve the Weekday and Sunday 2023 Seasonal Amusement license renewals as listed. Seconded by Ms. Anderson

Vote 4:0 in favor. Motion carried unanimously.

March 20, 2023

K. Approve the 2023 Inn holders license renewal for Pelham on Earle - 30 Earle Road

Mr. Howell moved to vote to approve the 2023 Inn holders license renewal was listed. Seconded by Ms. Anderson.

Vote 4:0 in favor. Motion carried unanimously.

Mr. MacAskill noted a memo put before the Board outlining that anything highlighted is the same request as last year, anything not highlighted is asking for a change. The first and third are no change, the second is a change.

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

(#3 taken out of order here)

Mr. Howell moved to approve #1 The Lucky Labrador, request as listed. Seconded by Ms. Anderson.

Vote 4:0 in favor. Motion carried unanimously.

2. Port Restaurant and Bar d/b/a The Port - 541 Route 28

2023 request

Weekday: 11:00 a.m. to 1:00 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

Mr. MacAskill noted the difference is that they were given un-amplified the last two years.

Mr. Howell noted the closeness to neighbors and feels the outside portion is as it should be.

Mr. Howell moved to approve the request by Port Restaurant and Bar d/b/ The Port 541 Route 28 with the changes as follows based on the 2022 approval:

Weekdays: 11:00 a.m. to 12:00 a.m. inside recorded/live music, amplification

March 20, 2023

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 performers un-amplified and
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 and background music only
6:00 p.m. to 10:00 p.m. outside live un-amplified music

Seconded by Ms. Anderson.

Vote 4:0 in favor, Motion carried unanimously.

3. Wychmere Harbor Functions Lp d/b/a Wychmere Beach Club, located at 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 and 11:00 a.m. to 10:00 p.m. outside Dancing by patrons and live performers, live/recorded music, amplification

Mr. Howell moved to approve #3 Wychmere Harbor Functions Lp, request as listed. Seconded by Ms. Anderson.

Vote 4:0 in favor. Motion carried unanimously.

M. Approve the temporary closure of WFS Restaurant Group d/b/a Red River BBQ located at 787 Route 28

Mr. Howell moved to approve the temporary closure of WFS Restaurant Group d/b/a Red River BBQ located at 787 Route 28 to reopen no later than May 1, 2023. Seconded by Ms. Anderson.

Mr. Howell asked what the time frame will be for the closure.

Mr. MacAskill understands that it is only for a couple of weeks.

Cindy Williams spoke with the new owner who gave a goal date of April 5th.

Mr. MacAskill suggested they add “no later than May 1st.

Vote 4:0 in favor. Motion carried unanimously

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

Mr. Howell moved to approve a Special Permit request as listed. Seconded by Ms. Anderson.

Vote 4:0 in favor. Motion carried unanimously.

March 20, 2023

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

Mr. Howell moved to approve the Special Permit request as listed. Seconded by Ms. Anderson.

Vote 4:0 in favor. Motion carried unanimously.

P. Approve a New 2023 Seasonal Entertainment License for Pelham on Earle Operating LLC d/b/a Pelham on Earle - 30 Earle Road

Weekdays: 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

Mr. MacAskill shared Ms. Kavanagh's concerns about the inside and outside music amplification because of the geographic location and proximity to houses. Also because it is the West Harwich Group which they've had a fair amount of problems with in the past when they opened the Old Irish Pub for one season.

Other members voiced the same concerns. Further discussion was requested.

Mr. MacAskill prefers to have a motion with restrictions and have them come back to ask for more.

Mr. Howell moved to approve a new 2023 Seasonal Entertainment license for Pelham on Earle Operating LLC d/b/a Pelham on Earle - 30 Earle Road

Weekdays: Inside from 9:00 a.m. to 10:00 p.m. Jukebox, radio, television, dancing by patrons & live performers, live/recorded music, amplification

Outside from 9:00 a.m. to 10:00 p.m. un-amplified music

Sunday: From 9:00 a.m. to 10:00 p.m. inside with Jukebox, radio, television, dancing by patrons & live performers, live/recorded music and amplification .

From 9:00 a.m. to 10:00 p.m. outside with un-amplified performances.

Seconded by Mr. Ballantine.

Mr. Howell noted that each request is different because of where it is and who it effects. With those close to residential areas, they try to consistently balance their right to operate against people's rights to peace and quiet.

Vote 4:0 in favor. Motion carried unanimously.

OLD BUSINESS

March 20, 2023

A. Discussion on charter change recommendations from the Bylaw/Charter Review Committee: votes may be taken.

Mr. MacAskill asked the Board to have this taken off until there is a new Board, after the elections.

TOWN ADMINISTRATOR'S REPORT

Mr. Powers reported that he has promoted Dean Damon at Golf Course Operations to the position of Foreman.

He noted the great work of Deputy Chief Kevin Considine and everybody related to the Law Enforcement Torch Run and all the brave people at the Annual Polar Plunge. A total of \$850,000 was raised during the year.

SELECTMEN'S REPORT:

Mr. MacAskill commented that there have been questions about the outcome of the Articles in the Chronicle related to the lawsuits with The Port and The Ember. He announced that all 3 lawsuits have been dismissed. The Board and the others were found not responsible. They received a letter from ABCC that they upheld the 3 day suspension for the violations. The owners of the establishments have the right to appeal the ABCC decision.

Mr. Howell recognized that Mr. Ballantine did a great job in trying circumstances.

ADJOURNMENT:

Mr. Howell moved to adjourn, seconded by Ms. Anderson.

Vote 4:0 in favor. Motion carried unanimously.

Respectfully submitted,

Judith R. Moldstad
Board Secretary

March 20, 2023

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
1603 Old Queen Anne Road

DATE: March 24, 2023

A Utility Hearing was held on March 24, 2023 at 9:03 AM at the request of NSTAR ELECTRIC D/B/A Eversource ENERGY to install 45' of 1-4" conduit, 40' of 1-3" conduit and one proposed handhole under the road.

Legal ads were published and notifications were given. There were no abutters present. There were no objections to install 45' of 1-4" conduit, 40' of 1-3" conduit and one proposed handhole under the road.

There were no other questions, concerns or objections and the Hearing was adjourned at 9:06 AM. After careful review, I recommend that the Board approve NSTAR ELECTRIC COMPANY d/b/a EVERSOURCE ENERGY Plan No. 11379572 dated January 25, 2023.

**TOWN OF HARWICH
NOTICE OF PUBLIC HEARING
MARCH 24, 2023**

Pursuant to M.G.L. Ch. 166, § 22, a Public Hearing will be held at **9:00 AM on Friday, March 24, 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:

Old Queen Anne Road

PROPOSED: To install 45' +/- of 1-4" and 40' of 1-3" conduit and one proposed handhole

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

The Cape Cod Chronicle
March 2, 2023

February 8, 2023

Town Administrators
732 Main Street
Harwich, MA 02653

Dear Board Members:

Enclosed is a petition to install 45' +/- of 1-4" conduit, 40' of 1-3" conduit and one proposed handhole under the road.

This construction is necessary to accommodate new underground service to 1603 Old Queen Anne Road.

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

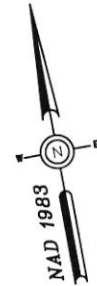
If you have any questions, feel free to contact me at 508-790-9001 or the email address provided below.

Warm Regards,

Marissa L Jackson

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

Plan to accompany petition of EVERSOURCE ENERGY to install Handhole 4/HA102 & 45'± of 1-4" conduit East and 40' of 1-3" Sched 80 conduit East of 4/102 under Public Road to accommodate new electric service to #1603 Old-Queen-Anne Road.



75_A1-2_0
1046 QUEEN ANNE
N/F
HUYNH HUY TAN

75_N1_0
0 QUEEN ANNE RD
N/F
ELDRIDGE JOHN A &

APPROX. RIGHT OF WAY

APPROX. RIGHT OF WAY

CEMETERY RD

4/102 ● 4/102-PB
L= 45'
1-4" PVC CONDUIT

● 4/103 GRASS

EDGE OF PAVEMENT

OLD-QUEEN-ANNE ROAD

EDGE OF PAVEMENT

TOWNLIN/APPROX. RIGHT OF WAY

HARWICH
CHATHAM

APPROX. PT.
OF PICKUP

3I_1_6_0
1593 OLD QUEEN ANNE RD
N/F
FULLER JONATHAN & JENNIFER A KANE

3I_2_C14_0
1603 OLD QUEEN ANNE RD
N/F
DOUGLAS JUNE M & CAMERON M
TRUSTEES

LEGEND

- ⊕ Proposed Hand Hole
- Proposed Conduit
- Existing Pole
- ⊕ Existing Hand Hole



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 PARENTS, AFFILIATES, OFFICERS, DIRECTORS, SHAREHOLDERS, EMPLOYEES OR AGENTS (COLLECTIVELY THE "NSTAR ENTITIES") SHALL BE LIABLE FOR ANY LOSS OR INJURY CAUSED IN 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 INJURY.

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

Plan # 11379572

Ward # -

Work Order # 11379572

Surveyed by: -

Research by: JC

Plotted by: JC

Proposed Structures: JC

Approved: T THIBAUT

P#

NSTAR EVERSOURCE
ELECTRIC
d/b/a

1165 MASSACHUSETTS AVE. DORCHESTER, MASS. 02125

Plan of OLD-QUEEN ROAD

HARWICH

Showing PROPOSED CONDUIT AND HH LOCATION

Scale 1"=20'

Date JANUARY 25, 2023

SHEET 1 of 1



TOWN OF HARWICH

Phone (508) 430-7513

Fax (508) 432-5039

732 MAIN STREET, HARWICH, MA 02645

MINUTES Utility Hearing – Petition/WO #11379572 Friday, March 24, 2023

THOSE IN ATTENDANCE: Meggan Eldredge, Assistant Town Administrator, Patience Smith-Cabrera, Executive Assistant, and Representative from Eversource, Marissa Jackson. No Abutters present.

The Assistant Town Administrator called the hearing to order at 9:03 A.M. and read the Utility Hearing Notice.

Ms. Jackson stated she was present as representative of Eversource...

Ms. Eldredge reviewed information, no concerns from department heads. Ms. Jackson stated that this is a request to install 45' of 1-4" conduit, 40' of 1-3" conduit and one proposed handhole under the road.

Ms. Eldredge explained that she would make the recommendation to the Board of Selectmen at their next meeting on April 3, 2023 to approve this request.

The hearing was adjourned at 9:06 A.M.

Submitted by:
Patience Smith-Cabrera
Executive Assistant

Attachments

NEW BUSINESS



TOWN OF HARWICH
OFFICE OF THE TREASURER/COLLECTOR

732 MAIN STREET, HARWICH, MA 02645 TEL: 508-430-7501 FAX: 508-430-7504
Betty Clark MacLeay, Treasurer / Collector

To: Joseph Powers, TA
Board of Selectmen

Cc: Meggan Eldredge, ATA

From: Betty Clark MacLeay, Treasurer/Collector *BCM*

Date: March 29, 2023

Re: Treasurer/Collector Update

-
- On 03/23/2023 four Motor Vehicle Excise Commitments were issued and mailed. These commitments consisted of a total of 16,976 bills totaling \$2,388,891.82 in tax. These bills are due on 04/24/23.
 - On 03/24/2023 a list of unpaid 2022 Real Estate bills was sent to the Law Firm of Coppola & Coppola to begin the tax taking process. The list included 83 bills totaling \$150,751.58 which includes interest through 04/28/2023. Coppola & Coppola will mail letters out on 04/14/2023 with a deadline to pay of 04/28/2023. Target date to advertise is 05/12/2023. Target date to lien the properties is 06/01/2023. (Please See Report)
 - There are two FY2022 omitted Real Estate Bills that were not demanded. Reminder Letters were mailed out to them on 03/30/2023.
 - As of 03/28/2023 there are 256 Active Tax Title Accounts comprised of \$2,479,566.40 in principal plus \$4,307,530.03 in tax title interest and fees. (Please See Report)
 - In FY2023 thus far, 22 Tax Title Liens were paid off. (Please See Report)
 - Atty Iris Leahy is currently working on 39 parcels. Of which, 24 are in Land Court and 15 are not in Land Court.

2022 UNPAID REAL ESTATE TAX BILLS SENT TO COPPOLA & COPPOLA

Bill Year	Bill Number	Bill Name	Property ID	Property Location	Total Unpaid
2022	363	AVIDON SCOTT ROBERT &	11/U1-E-R	123 CHASE ST	\$461.48
2022	389	BACHAND LAWRENCE S	46/M6-3-R	309 MAIN ST	\$422.18
2022	453	BANIUKIEWICZ CHARLES P JR &	18/N7-R	0 DIVISION ST	\$72.76
2022	839	GOSLINE THOMAS J TR	14/X2-1-208-R	601 208 ROUTE 28	\$386.13
2022	970	BORTHWICK ROBERT C	107/X3-8-R	7 PHILIP CT	\$19.72
2022	971	BORZILLERI JOHN M &	42/E2-4-R	32 MELLO LN	\$3,395.33
2022	1046	BOYLE VINCENT D	78/H12-16-19-R	0 RUTH ST	\$1,192.51
2022	1239	BUCK RENEE	14/X2-1-104-R	601 104 ROUTE 28	\$3,064.98
2022	1414	CALLAHAN PATRICK J	72/C12-3-R	2 YEARLING LN	\$5,863.80
2022	1865	COASTAL IMAGES INC	57/G3-14-A-R	129 QUEEN ANNE RD	\$602.70
2022	1893	COLBY LAURA R ET AL	69/A3-8-R	10 KATIES POND LN	\$816.63
2022	1930	COLLINS TIMOTHY	42/M1-1-R	2 COLLINS DR	\$391.95
2022	1931	COLLINS TIMOTHY	42/M1-2-R	4 COLLINS DR	\$408.27
2022	2162	COULSON WAYNE D TRUSTEE	MISC/20525001-R	0 OLD CAMPGROUND	\$184.48
2022	2284	CROWE CHARLES JEFFREY	105/M2-2-R	337 ROUTE 137	\$480.41
2022	2286	CROWE MICHAEL A &	5/B4-10-R	7 GORDON RD	\$3,743.10
2022	2434	DALUZE JOHN Z EST OF	70/E8-R	0 QUEEN ANNE RD	\$222.54
2022	2435	DALUZE JOHN Z EST OF	MISC/4054001-R	0 UNKNOWN LOCATIC	\$92.50
2022	2571	DAVID EILEEN MARIE	34/V4-C-R	267 CHATHAM RD	\$132.08
2022	2757	10 SUMMER LANE LLC	13/Z14-5-R	10 SUMMER LN	\$4,124.46
2022	2936	DONAHUE JAMES J &	1/G1-5-R	5 RIVER BEND	\$1,712.46
2022	3109	DUFFY STEPHEN M TR	4/E2-4-R	27 HALL AV	\$2,069.81
2022	3236	EILERS DANA D ET AL	70/K3-24-R	8 OAK LEAF CIR	\$1,972.75
2022	3286	ELDRIDGE GARY B	21/S4-5D-R	14 5-D HAROLD ST	\$2,089.30
2022	3716	FORD MICHAEL D	10/F6-10-R	72 10 ROUTE 28	\$274.09
2022	4200	GLIDDEN DARREN L	21/X2-30-R	0 GLIDDEN DR	\$531.01
2022	4421	GREGG DELIA M	26/C1-8-R	20 TROUT BROOK RD	\$4,777.78
2022	4431	GREMILA JONATHAN B	71/H1-11-R	18 DALUZE DR	\$222.28
2022	4649	HAND DANIEL C &	113/P1-R	139 PLEASANT BAY RD	\$1,513.43
2022	4660	HANHART KATHERINE E ET AL	6/F1-7-R	14 WAH WAH TAYSEE	\$20.01

2022	4720 HARRIS DAVID J	33/W1-75-R	21 JOSHUA JETHRO RE	\$2,003.29
2022	4750 HARVEST HOMES INC	46/M6-2-R	303 MAIN ST	\$56.91
2022	5721 HIGGINS AMBER LEE	50/Z4-A-R	15 STEPENSHELL RD	\$78.21
2022	5746 HILL MORGAN D TRS ET AL	24/P3-R	829 ROUTE 28	\$2,067.73
2022	5747 HILL MORGAN D TRS ET AL	25/P3-1-R	0 ROUTE 28	\$1,112.52
2022	5761 HINDLE JAY M &	102/R1-1-R	27 CEDARDALE RD	\$1,309.53
2022	5990 HYBRID BUILT HOME LLC	77/C22-R	0 LITTLEFIELD POND R	\$46.80
2022	5991 HYBRID BUILT HOME LLC	77/C20-R	11 LITTLEFIELD POND	\$1,293.98
2022	6028 ISHKANIAN ARA H &	40/X3-17-R	26 17 PLEASANT LAKE	\$1,597.20
2022	6029 IVERS ELIZABETH J	111/B1-3A-R	5 NORMANS WAY	\$3,754.40
2022	6032 DJAYMEGHS LLC	11/U1-A-2-R	189 2 ROUTE 28	\$834.37
2022	6317 KATZ NORMAN &	1/C1-C85-R	1 4-C85 BELMONT RD	\$291.12
2022	6318 KATZ NORMAN &	1/C1-15-R	1 6-15 BELMONT RD	\$1,287.89
2022	6662 KUCHA STONE CAROL	18/V3-15-R	46 DEPOT ROAD WEST	\$340.94
2022	7180 LUKASIEWICZ AUGUST F &	115/N1-R	2160 RT 28- HEAD OF	\$15.70
2022	7275 MACKEL LOUIS M	56/B7-2-R	651 DEPOT ST	\$482.03
2022	7303 MADDEN GREGORY &	11/X4-R	106 GREY NECK RD	\$6,815.12
2022	7507 MARSH ROSEMARIE	38/M6-3-R	219 LOTHROP AV	\$1,707.17
2022	7546 MARTIN ROGER L &	6/G1-7-R	16 COTTAGE AV	\$181.05
2022	7584 MASON PAMELA	25/P1-R	835 ROUTE 28	\$3,237.59
2022	7832 OSULLIVAN KATHLEEN M TRS ET AL	1/C1-C59-R	1 3-C59 BELMONT RD	\$86.55
2022	8110 OLSON CHRISTOPHER P TR	4/M1-A2-R	210 LOWER COUNTY F	\$3,798.90
2022	8225 MONTEIRO SHEILA T	70/E8-2-R	500 QUEEN ANNE RD	\$2,717.65
2022	8226 MONTEIRO SHEILA T ET AL	50/B2-R	6 ROSE WAY	\$1,454.12
2022	9056 PALMER RUSSELL D &	44/S8-R	8 JESSE ELDREDGE RD	\$1,253.55
2022	9184 PENA JAMES D	70/E4-R	466 QUEEN ANNE RD	\$3,456.25
2022	9249 PETERSON MARILYN	85/S119-R	11 QUAIL NEST RUN	\$935.81
2022	9250 PETERSON MARILYN R	85/S129-R	24 WALES RD	\$396.89
2022	9375 PITTA MATTHEW H	14/Z16-B7-R	77 B-7 BANK ST	\$1,277.97
2022	9395 PLEASANT LAKE INC	101/N1-R	464 PLEASANT LAKE A	\$1,779.73
2022	9609 RAMOS CAROL L LIFE ESTATE	38/M1-3-R	365 GREAT WESTERN	\$1,791.56
2022	9646 RAYMOND MICHELLE &	10/Y2-R	159 BELMONT RD	\$1,352.15
2022	9902 ROFSKY KAREN F	101/R5-1-R	0 SEQUATTOM RD	\$106.63
2022	9952 ROSE DELTINA G TR	47/M5-R	0 QUEEN ANNE RD	\$111.69

2022	9999 ROTHWELL BRIAN G TRS ET AL	5/K1-43-R	25 WEQUASSET RD	\$5,048.56
2022	10020 ROWLEY JOHN F	14/F4-B-R	16 SCHOOL HOUSE RD	\$4,102.12
2022	10711 SMITH RICHARD W &	33/H1-3-R	27 RANEO WAY	\$1,210.31
2022	11074 SULLIVAN PATRICIA ET AL	1/C1-435-R	1 1-435 BELMONT RD	\$12.78
2022	11125 SWEENEY MAUREEN TRS ET ALS	34/S1-65-R	38 PERIWINKLE WAY	\$1,022.42
2022	11141 SYKES BERNARD G TRUSTEE	58/G4-2-1-R	136 1 FACTORY RD	\$1,267.11
2022	11142 SYKES BERNARD G TRUSTEE	58/G4-2-2-R	136 2 FACTORY RD	\$1,667.67
2022	11143 SYKES BERNARD G TRUSTEE	58/G4-2-4-R	136 4 FACTORY RD	\$1,134.37
2022	11144 SYKES BERNARD G TRUSTEE	58/G4-2-5-R	136 5 FACTORY RD	\$843.85
2022	11145 SYKES BERNARD G TRUSTEE	58/G4-2-6-R	136 6 FACTORY RD	\$1,056.50
2022	11146 SYKES BERNARD G TRUSTEE	58/G4-2-7-R	136 7 FACTORY RD	\$843.85
2022	11147 SYKES BERNARD G TRUSTEE	58/G4-2-8-R	136 8 FACTORY RD	\$1,129.91
2022	11148 SYKES BERNARD G TRUSTEE	58/G4-2-9-R	136 9 FACTORY RD	\$1,673.67
2022	11149 SYKES BERNARD G TRUSTEE	16/N1-23-R	27 SAQUATUCKET BLL	\$28,243.15
2022	11159 T-MOBILE NORTHEAST LLC	62/W3-2-R	1046 ORLEANS RD	\$1,269.06
2022	11170 TALIA JOSEPH A ET ALS	51/R3-24-R	22 FERNWOOD CIR	\$4,229.01
2022	11883 WEEKES STEPHANIE	25/N8-10-R	15 CROWELL RD	\$5,588.98
2022	12184 WOODRUFF G WILLARD TRS ET AL	14/W13-R	63 PLEASANT ST	\$70.72
2022	12302 ZARETTE FRANCIS P TRS ET AL	1/H3-R	11 HARBOR WAY	\$43.61
			TOTAL	\$150,751.58

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TOWN OF HARWICH - LIVE DATA
REPORT OF REAL ESTATE TAX TITLE REDEMPTIONS
PAID BETWEEN 07/01/2022 AND 03/29/2023

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OWNER TAXED AND PROPERTY DESCRIPTION	BOOK/PAGE	TITLE DATE	TITLE AMOUNT	REDEEMED BY	DATE REDEEMED
BASSETT WENDELL F 40 GILBERT LN 29/M2-1-R	33282/211	08/27/2020	\$11,390.45	OWNER	11/23/2022
BEUCLER JOHN C & BEUCLER LISA M 58 PINE KNOLL RD 23/A1-8-R	33282/212	08/27/2020	\$3,549.05	OWNER	03/28/2023
COLE BARBARA K 19 SHIPS HAVEN RD 12/Y3-9-R		01/31/2019	\$4,766.62	OWNER	11/03/2022
DEGROOT LETITIA O ET AL C/O EUGENE CORMIER CHATHAM RD 34/N5-1A-R	34234/87	05/27/2021	\$464.88	OWNER	09/01/2022
DEGROOT LETITIA O ET AL C/O EUGENE CORMIER CHATHAM RD 34/N5-1B-R	34234/88	05/27/2021	\$464.88	OWNER	09/01/2022
DICKERT GEORGE THOMAS JR TR DICKERT FAMILY REALTY TRUST 101 CEMETERY RD 75/J1-1-R	34214/345	05/27/2021	\$8,465.01	OWNER	08/11/2022
DUMONT LUCY ANN C/O STEPHEN M DUFFY SISSON RD 31/B6-R	34214/343	05/27/2021	\$442.23	OWNER	09/20/2022

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REPORT OF REAL ESTATE TAX TITLE REDEMPTIONS

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PAID BETWEEN 07/01/2022 AND 03/29/2023

OWNER TAXED AND PROPERTY DESCRIPTION	BOOK/PAGE	TITLE DATE	TITLE AMOUNT	REDEEMED BY	DATE REDEEMED
DUMONT MICHELLE G TR MGD REALTY TRUST 505 LONG POND DR 111/S3-3-4-R	34214/342	05/27/2021	\$9,773.68	OWNER	07/25/2022
LEMAY ROLAND & LEMAY A GRAY CARR 3 KALES WAY 15/D2-R		04/28/2022	\$25,663.51	OWNER	07/28/2022
LULGJURAY DELORES 6 TOWHEE LN 15/C2-10-R		04/28/2022	\$9,868.89	OWNER	02/27/2023
MAGUIRE PATRICIA ANN 24 PATRICIA LN 5/D2-24-R	35094/283	04/28/2022	\$277.06	OWNER	08/17/2022
MAIER JOSEPH H 112 CLEARWATER DR 63/A102-R		06/30/2004	\$83,003.15	OWNER	02/03/2023
MARTIN ROGER L & MARTIN SUSAN J 184 DEPOT RD 53/F51-R		07/27/2012	\$14,076.66	OWNER	08/26/2022
MURLEY DENNIS 37 PLEASANT LAKE AV 50/J3-R	31831/137	01/31/2019	\$6,710.21	OWNER	07/11/2022
OWNERS UNKNOWN QUEEN ANNE RD 57/E3-R	5942/289	09/24/1987	\$1,410.33	OWNER	10/26/2022
OWNERS UNKNOWN BANK ST 32/B6-R	5942/285	09/24/1987	\$550.58	OWNER	11/29/2022
OWNERS UNKNOWN CHATHAM RD 34/E5-A-R	9886/0252	10/17/1995	\$1,498.39	OWNER	10/26/2022
OWNERS UNKNOWN BANK ST 32/B5-R	5942/284	09/24/1987	\$644.49	OWNER	11/16/2022

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REPORT OF REAL ESTATE TAX TITLE REDEMPTIONS

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PAID BETWEEN 07/01/2022 AND 03/29/2023

OWNER TAXED AND PROPERTY DESCRIPTION	BOOK/PAGE	TITLE DATE	TITLE AMOUNT	REDEEMED BY	DATE REDEEMED
OWNERS UNKNOWN CHATHAM RD 34/E5-B-R	9886/0253	10/17/1995	\$1,896.59	OWNER	10/26/2022
PITTA MATTHEW H 175 GILBERT LN 21/X1-2-R	35094/286	04/28/2022	\$5,131.10	OWNER	02/17/2023
SUNSET REALTY TRUST 156 QUEEN ANNE RD 57/K2-R	35094/282	04/28/2022	\$1,071.11	OWNER	12/14/2022
VASIL PAUL M & VASIL-PERO MICHELLE 19 SCHOOL HOUSE RD 14/T7-A-R		04/28/2022	\$11,630.45	OWNER	09/20/2022
GRAND TOTALS			\$202,749.32		

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TOWN OF HARWICH - LIVE DATA
SHORT TITLE DETAIL REPORT

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INTEREST DATE: 03/28/2023

YEAR	TITLE	PARCEL	LOCATION	OWNER	S	PRINCIPAL DUE	INTEREST DUE	FEES DUE	PER DIEM	TITLE DUE
2000	2000036	MISC/3585000-R	UNKNOWN	CROWELL MERCY	A	887.93	2327.23	180.00	.31	3395.16
2001	2000074	86/B16-R	HALLS PTH	HARTIG CHARLES S EST	A	34522.46	62675.32	609.57	15.01	97807.35
2001	2000075	86/B15-R	HALLS PTH	HARTIG CHARLES S EST	A	25850.32	47111.80	609.57	11.24	73571.69
2001	2000076	MISC/11472000-R	WOODLAND	MANIMON ESTHER	A	703.31	1793.07	180.74	.23	2677.12
2001	2000077	MISC/13612000-R	BELMONT GARDENS	MCCLAY ADAM A JR	A	148.83	357.48	180.74	.02	687.05
2001	2000079	MISC/13996803-R	ORLEANS RD	MOWRY NATHAN T	A	647.17	1612.53	180.74	.21	2440.44
2001	2000081	98/B3-4-R	4 LILAC LN	PISKURA ALEXANDER P	A	492.11	1582.54	180.74	.21	2255.39
2002	2002001	MISC/1042000-R	WOODLAND	ABBOTT FURMAN S	A	2101.13	4277.87	3224.94	.84	9603.94
2002	2002002	MISC/1036000-R	SOUTH ST	ABBOTT FURMAN S	A	801.79	1732.14	917.69	.31	3451.62
2002	2002003	MISC/1506000-R	WOODLAND	ANUSAVICE PAUL TRUST	A	1072.89	2405.77	1108.71	.41	4587.37
2002	2002004	MISC/1507000-R	LONG POND DR	ANUSAVICE PAUL TRUST	A	968.29	2211.35	811.34	.36	3990.98
2002	2002005	MISC/1508000-R	LONG POND DR	ANUSAVICE PAUL TRUST	A	968.29	2211.35	811.34	.36	3990.98
2002	2002008	103/V4-2-R	LONG POND DR	BARNSTABLE HOLDING C	A	7645.47	11746.96	1987.81	3.21	21380.24
2002	2002009	96/D8-R	HALLS PTH	BEHRING HERMAN VICTO	A	3317.73	6293.20	770.71	1.33	10381.64
2002	2002010	MISC/23057000-R	UNKNOWN LOCATION	BRADGATE BUILDERS IN	A	966.45	2207.94	974.53	.36	4148.92
2002	2002011	MISC/23060000-R	UNKNOWN LOCATION	BRADGATE BUILDERS IN	A	4979.69	11114.28	6112.50	2.13	22206.47
2002	2002013	MISC/3002000-R	UNKNOWN LOCATION	CAHOON ALONZO	A	4927.91	10784.93	7715.99	2.09	23428.83
2002	2002016	MISC/3105003-R	PLEASANT BAY RD	CARLIN REALTY TRUST	A	313.55	736.61	235.82	.08	1285.98
2002	2002018	MISC/3151500-R	UNKNOWN LOCATION	CATIGNANI ROLAND L &	A	2204.96	5228.28	3013.51	.94	10446.75
2002	2002019	86/B13-R	HALLS PTH	CHASE CHARLES R	A	14286.28	28231.05	3326.26	6.12	45843.59
2002	2002020	46/F6-R	260 MAIN ST	CHASE CLARENCE L	A	18108.56	28815.98	6325.10	7.91	53249.64
2002	2002021	46/F2-R	259 MAIN ST	CHASE CLARENCE L	A	18528.76	29398.73	6433.46	8.10	54360.95
2002	2002022	11/U3-B-R	191 ROUTE 28	CHASE HARRY H EST OF	A	31501.56	53179.05	30673.96	13.74	115354.57
2002	2002025	MISC/31522000-R	UNKNOWN LOCATION	COVE ROGER G	A	672.84	1512.16	793.04	.24	2978.04
2002	2002027	MISC/860-R	GRASSY PND	COVE ROGER G	A	838.72	1747.69	1609.12	.35	4195.53
2002	2002028	MISC/19495900-R	UNKNOWN LOCATION	COVE ROGER G	A	8017.40	18404.17	7906.19	3.50	34327.76
2002	2002029	MISC/12735000-R	FOREST ST	COVE ROGER G	A	819.56	1849.43	927.48	.29	3596.47
2002	2002030	22/S3-R	71 FOREST ST	COVE ROGER G	A	29979.94	39603.06	20996.35	13.10	90579.35
2002	2002031	22/M1-R	GRASSY POND RD	COVE ROGER G	A	11721.70	18351.36	25501.31	5.06	55574.37
2002	2002032	22/X1-21-R	GRASSY POND RD	COVE ROGER G	A	2430.72	3070.63	2799.52	1.01	8300.87
2002	2002033	34/E5-R	CHATHAM RD	COVE STEVEN A ET AL	A	846.78	1232.60	13.83	.33	2093.21
2002	2002034	MISC/3590000-R	DEPOT ST	CROWELL SHELDON OR T	A	1295.02	2648.88	3702.39	.52	7646.29
2002	2002035	46/M9-R	DEACONS FOLLY RD	CROWLEY JOHN J ET AL	A	1045.97	1703.30	981.79	.36	3731.06
2002	2002038	85/B1-R	SETH WHITEFIELD RD	ELDDREDGE JUDAH HEIR	A	204740.30	418754.76	40480.33	89.68	663975.39
2002	2002040	56/W5-R	244 MAIN ST	FERNANDES JOHN S	A	22909.07	37083.37	14298.17	10.00	74290.61
2002	2002041	44/P4-A-R	70 DEPOT RD	GABBETT DELLA F EST	A	24357.86	39036.95	22025.20	10.62	85420.01
2002	2002042	73/X173-R	1238 ORLEANS RD	GRANITE MOTORBILE CO	A	1890.88	3158.51	1772.52	.72	6821.91
2002	2002044	MISC/7884000-R	PADDOCKS PND	GROSS VIRGINIA	A	1827.61	3968.60	2861.08	.73	8657.29
2002	2002047	13/L1-13-R	13 VILLAGE GREEN	HALL DAVID M	A	34116.69	49255.93	10756.41	14.90	94129.03
2002	2002051	78/A47-R	5 ROGERS RD	HELFAND LOUIS OR THE	A	15857.08	24986.02	2006.44	6.92	42849.54
2002	2002052	72/G3-R	QUEEN ANNE RD	HOLMES CHARLES D	A	42975.06	68975.71	28902.12	18.83	140852.89
2002	2002055	MISC/11506003-R	UNKNOWN LOCATION	HOWARD PHYLLIS HOLBR	A	3060.65	6593.17	5073.91	1.31	14727.73
2002	2002056	MISC/11506001-R	UNKNOWN LOCATION	HOWARD PHYLLIS HOLBR	A	1664.06	3581.53	2767.55	.66	8013.14
2002	2002057	MISC/11506004-R	UNKNOWN LOCATION	HOWARD PHYLLIS HOLBR	A	4198.39	9045.70	6945.89	1.79	20189.98
2002	2002058	MISC/11506000-R	UNKNOWN LOCATION	HOWARD PHYLLIS HOLBR	A	17845.12	39526.13	26032.29	7.82	83403.54
2002	2002060	55/L1-R	DEPOT ST	HUBBARD IDA	A	2679.91	4615.51	2081.28	1.07	9376.70
2002	2002063	MISC/9016001-R	PADDOCKS PND	INNELLO YVETTE	A	576.16	1224.71	1133.80	.19	2934.67
2002	2002064	MISC/10204000-R	UNKNOWN LOCATION	JERAULD EDWIN L	A	3788.32	7666.95	5868.51	1.65	17323.78
2002	2002065	78/A1-52--53-R	BELMONT GARDENS	JOHNSTON WILLIAM	A	16.44	52.86	13.83	.00	83.13
2002	2002066	MISC/11300000-R	MAIN ST	KELLEY POLLY ET AL	A	2672.41	5442.37	5677.77	1.10	13792.55
2002	2002067	3/B12-R	10 ELWOOD RD	KENNEDY AUGUSTUS A E	A	15468.61	6896.76	.00	6.74	22365.37

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TOWN OF HARWICH - LIVE DATA
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INTEREST DATE: 03/28/2023

YEAR	TITLE	PARCEL	LOCATION	OWNER	S	PRINCIPAL DUE	INTEREST DUE	FEES DUE	PER DIEM	TITLE DUE
2002	2002068	MISC/12220001-R	ROUTE 28	LARKIN GERALDINE	A	9902.27	19815.23	20338.40	4.28	50055.90
2002	2002069	MISC/12230001-R	MAIN ST	LARKIN GERALDINE	A	18315.83	38805.32	28139.25	8.02	85260.40
2002	2002070	MISC/12225000-R	FLAX PND	LARKIN GERALDINE	A	12520.54	26190.14	21838.80	5.45	60549.48
2002	2002071	MISC/56460064-R	UNKNOWN LOCATION	LONG A NELSON JR ET	A	902.07	2140.23	539.66	.34	3581.96
2002	2002073	MISC/56800130-R	UNKNOWN LOCATION	MAHONEY JOHN L &	A	1098.51	2429.12	1643.11	.42	5170.74
2002	2002074	41/S1-7-R	3 BERIAH BROOKS RD	MCFILLIN JAMES	A	1558.27	2534.27	471.82	.54	4564.36
2002	2002075	41/S1-52A-R	13 TODY BOLE LN	MCFILLIN JAMES	A	19048.05	29361.80	1828.46	8.28	50238.31
2002	2002076	41/S1-73A-R	CHATHAM RD	MCFILLIN JAMES	A	886.22	1347.60	346.81	.34	2580.63
2002	2002077	MISC/13866007-R	QUEEN ANNE RD	MCLUCAS HAROLD F EST	A	1746.13	3983.80	1476.65	.70	7206.58
2002	2002078	MISC/32370276-R	PADDOCKS PND	MONTERIO CHARLES J	A	1045.42	2311.74	1401.23	.39	4758.39
2002	2002079	113/K1-R	HALLS WAY	NEWTON DONALD &	A	64453.05	109012.56	32067.39	28.19	205533.00
2002	2002080	94/B1-1-R	NATHAN WALKER RD	NICHOLS EUGENE F	A	35319.96	55113.24	12012.65	15.40	102445.85
2002	2002081	MISC/14312000-R	GREAT WOODS RD	NICHOLS WILLIAM P ES	A	2295.53	4838.30	5016.75	.93	12150.58
2002	2002082	MISC/14318000-R	QUEEN ANNE RD	NICHOLS WILLIAM P ES	A	2295.53	4838.30	5016.75	.93	12150.58
2002	2002083	73/F7-R	SETH WHITEFIELD RD	NICKERSON LOUISA EST	A	39648.40	66056.26	6488.90	17.33	112193.56
2002	2002085	67/T3-R	MID CAPE HWY	NICKERSON RALPH C ET	A	1337.09	2055.09	661.62	.44	4053.80
2002	2002086	39/J4-R	MAIN ST	NUNES MANUEL	A	15687.67	24027.12	13.83	6.86	39728.62
2002	2002093	76/B3-R	MUDDY CREEK	OWNERS UNKNOWN	A	1775.62	3318.65	2076.98	.65	7171.25
2002	2002094	86/B17-R	HALLS PTH	OWNERS UNKNOWN	A	18452.01	36561.56	3713.63	8.05	58727.20
2002	2002095	86/B14-R	HALLS PTH	OWNERS UNKNOWN	A	21875.07	39000.30	3176.78	9.55	64052.15
2002	2002096	86/B3-R	HALLS PTH	OWNERS UNKNOWN	A	25517.15	45364.61	3724.19	11.14	74605.95
2002	2002097	69/N2-R	MID CAPE HWY	OWNERS UNKNOWN	A	2123.41	3501.18	3453.65	.78	9078.24
2002	2002107	57/A6-R	88 QUEEN ANNE RD	OWNERS UNKNOWN	A	26880.42	43399.93	14789.84	11.69	85070.19
2002	2002108	55/L4-R	DEPOT ST	OWNERS UNKNOWN	A	7051.09	12515.09	5587.24	3.01	25153.42
2002	2002114	31/C5-R	FOREST ST	OWNERS UNKNOWN	A	3705.57	6497.97	8455.44	1.48	18658.98
2002	2002115	31/C3-R	SISSON RD	OWNERS UNKNOWN	A	1539.03	2565.94	3054.35	.51	7159.32
2002	2002116	31/C7-R	BANK ST	OWNERS UNKNOWN	A	1145.91	1850.89	2020.42	.38	5017.22
2002	2002117	24/C3-R	GORHAM RD	OWNERS UNKNOWN	A	1045.81	1666.96	1141.60	.29	3854.37
2002	2002118	28/C8-R	BELLS NECK RD	OWNERS UNKNOWN	A	11755.98	22292.43	4389.35	5.04	38437.76
2002	2002121	32/B7-R	BANK ST	OWNERS UNKNOWN	A	6049.99	10498.75	4913.22	2.60	21461.96
2002	2002122	33/E2-R	CHATHAM RD	OWNERS UNKNOWN	A	41530.37	66973.43	13053.26	18.14	121557.06
2002	2002123	34/E3-R	CHATHAM RD	OWNERS UNKNOWN	A	38161.01	60967.96	11644.41	16.67	110773.38
2002	2002124	31/D18-R	115 FOREST ST	OWNERS UNKNOWN	A	30357.90	48138.04	18204.75	13.19	96700.69
2002	2002125	31/D13-1-R	129 FOREST ST	OWNERS UNKNOWN	A	2033.27	3409.24	4547.82	.79	9990.33
2002	2002126	31/P8-R	FOREST ST	OWNERS UNKNOWN	A	4019.00	7085.73	9971.87	1.60	21076.60
2002	2002127	31/P11-R	BANK ST	OWNERS UNKNOWN	A	3636.51	6357.45	7820.75	1.44	17814.71
2002	2002129	31/P4-R	BANK ST	OWNERS UNKNOWN	A	2184.17	3733.98	4618.11	.92	10536.26
2002	2002145	115/K6-R	ROUTE 28	OWNERS UNKNOWN	A	3924.19	7065.26	3384.27	1.61	14373.72
2002	2002146	56/K4-R	72 BOG LN	PERRY JOHN	A	30715.48	50430.71	20244.92	13.45	101391.11
2002	2002147	MISC/16380000-R	QUEEN ANNE RD	PERRY MANUEL L	A	1361.79	2942.73	4328.26	.53	8632.78
2002	2002148	MISC/16800000-R	ROUTE 28	POWELL FREDERICK T	A	1460.29	3125.81	2660.13	.58	7246.23
2002	2002150	MISC/2908000-R	SISSON RD	RAGOSA MARY M ET ALS	A	507.78	1097.61	781.71	.16	2387.10
2002	2002151	39/B6-R	404 GREAT WESTERN RD	RAGOSA MARY MARGARET	A	23761.81	38449.32	14446.82	10.37	76657.95
2002	2002153	MISC/18582500-R	PINE LAND	ROGERS IRENE T	A	3160.32	6949.21	4099.15	1.35	14208.68
2002	2002154	MISC/18582501-R	WOODLAND	ROGERS IRENE T	A	18251.68	40860.46	21539.75	7.95	80651.89
2002	2002155	MISC/3486501-R	PLEASANT LAKE AV	ROSE BENJAMIN ESTATE	A	1408.17	3028.94	1835.63	.55	6272.74
2002	2002156	MISC/3486500-R	PLEASANT LAKE AV	ROSE BENJAMIN ESTATE	A	4956.60	10287.86	9183.61	2.14	24428.07
2002	2002157	69/X4-R	QUEEN ANNE RD	ROSE BENJAMIN ESTATE	A	11105.62	18140.89	8337.73	4.78	37584.24
2002	2002158	MISC/3486503-R	UNKNOWN LOCATION	ROSE BENJAMIN M ESTA	A	1430.26	3069.99	1915.43	.56	6415.68
2002	2002161	MISC/12200000-R	UNKNOWN LOCATION	RUDNICK RONALD	A	2214.07	4731.17	3364.10	.92	10309.34
2002	2002162	47/C7-R	MAIN ST	SANTOS MANUEL ESTATE	A	1951.75	3335.33	3530.23	.72	8817.31

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TOWN OF HARWICH - LIVE DATA
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YEAR	TITLE	PARCEL	LOCATION	OWNER	S	PRINCIPAL DUE	INTEREST DUE	FEES DUE	PER DIEM	TITLE DUE
2002	2002163	39/C3-8-2-R	7 SANTOS LN	SANTOS MANUEL ESTATE	A	27177.50	45766.17	27370.65	11.79	100314.32
2002	2002164	39/C3-8-1-R	3 SANTOS LN	SANTOS MANUEL ESTATE	A	32781.62	55101.50	35842.78	14.29	123725.90
2002	2002165	MISC/20008-R	UNKNOWN LOCATION	SCHOFIELD MARTHA B	A	5101.80	11159.03	8003.56	2.16	24264.39
2002	2002167	42/C4-R	LOVERS LN	SMALL DANIEL HEIRS O	A	51634.78	84707.62	23407.87	22.57	159750.27
2002	2002168	58/N9-R	281 QUEEN ANNE RD	SMALL HENRY ET ALS	A	37153.83	56144.61	20951.95	16.24	114250.39
2002	2002170	86/B2-R	HALLS PTH	TAYLOR LEWIS ET AL	A	27078.35	48093.39	4423.18	11.79	79594.92
2002	2002171	86/B11-R	HALLS PTH	TAYLOR LEWIS I ET AL	A	33463.44	59244.68	5382.30	14.61	98090.42
2002	2002172	MISC/200-R	OAK ST	TEXEIRA ARTHUR J	A	6645.80	15103.20	5798.29	2.87	27547.29
2002	2002173	MISC/20585000-R	MAIN ST	TOBEY MARY	A	388.99	880.96	388.60	.12	1658.55
2002	2002175	MISC/8328011-R	GREAT WESTERN RD	TOWNSEND JOHN R ET A	A	991.42	2254.35	898.09	.37	4143.86
2002	2002180	MISC/23285000-R	UNKNOWN LOCATION	WATSON GEORGIA R ET A	A	2979.00	6275.27	6558.04	1.24	15812.31
2002	2002181	31/D13-R	FOREST ST	WHEELER WILLIAM R	A	23908.14	35247.53	14520.96	10.42	73676.63
2002	2002182	33/E1-R	CHATHAM RD	WHITE EMMA FREEMAN E	A	5524.80	9014.43	1603.10	2.31	16142.33
2002	2002183	43/E11-R	CHATHAM RD	WHITE JOHN E &	A	4362.91	7088.34	1797.32	1.84	13248.57
2002	2002184	28/A1-R	BELLS NECK RD	CHASE MARSHALL E EST	A	2488.84	4417.41	4914.51	1.02	11820.76
2002	2002185	27/A3-R	BELLS NECK RD	CHASE MARSHALL E EST	A	867.21	1634.03	2206.05	.32	4707.29
2002	2002186	34/E4-R	CHATHAM RD	COVE STEVEN A ET AL	A	30700.45	46521.14	13.83	13.40	77235.42
2002	2002187	43/E8-R	CHATHAM RD	COVE STEVEN A ET AL	A	2453.41	3793.84	13.83	.96	6261.08
2002	2002188	MISC/12220000-R	COVE RD	LARKIN GERALDINE	A	2096.50	5307.06	.00	.86	7403.56
2002	2002189	48/T11-R	511 MAIN ST	SPINOLA GRACE	A	3497.88	6671.83	3743.34	1.37	13913.05
2002	2002198	23/C4-28-R	HARVEST HOLLOW DR	CROWELL CARVER E & S	A	22.41	67.32	225.00	.00	314.73
2002	2002199	4/S5-4-R	122 LOWER COUNTY RD	CULLEN JOSEPH W	A	36402.43	53225.93	238.83	15.87	89867.19
2002	2002201	28/D2-R	NORTH RD	HALLIDAY DEBORAH L E	A	903.17	1421.64	238.83	.34	2563.64
2003	2003002	78/A1-52-53-R	BELMONT GARDENS	JOHNSTON WILLIAM	A	13749.75	19184.32	6219.58	6.00	39153.65
2003	2003218	32/C3-R	4 LOVERS LN	DECOSTA BARBARA J	A	644.39	919.65	238.83	.14	1802.87
2003	2003220	14/U7-R	47 SEA ST	FEUER CURT R TRUSTEE	A	1105.90	3318.82	225.00	.48	4649.72
2003	2003225	50/E1-1-R	106 OAK ST	JONES JOHN C &	A	.00	.00	25.00	.00	25.00
2003	2003226	50/E1-2-R	110 OAK ST	JONES JOHN C &	A	.00	.00	25.00	.00	25.00
2003	2003228	74/R3-4-R	1289 ORLEANS RD	KONOPACKA STEPHEN	A	18957.77	25685.10	238.83	8.23	44881.70
2003	2003235	MISC/63-R	UNKNOWN LOCATION	CONNELL PAUL R III	A	120.80	350.03	225.00	.04	695.83
2003	2003236	MISC/66-R	UNKNOWN LOCATION	CONNELL PAUL R III	A	120.80	350.03	225.00	.04	695.83
2003	2003238	MISC/61-R	DEPOT RD	CONNELL PAUL R III	A	184.80	528.68	225.00	.06	938.48
2004	2004015	MISC/7637000-R	UNKNOWN LOCATION	GRACE JOHN P	A	263.95	609.63	225.00	.09	1098.58
2004	2004036	18/G2-2-R	116 DEPOT ROAD WEST	SCIAUDONE MICHAEL A	A	87.43	244.10	225.00	.04	556.53
2005	2005002	MISC/6-R	UNKNOWN LOCATION	CAPE COD HOSPITAL	A	1098.88	2611.72	225.50	.45	3936.10
2005	2005003	MISC/11260000-R	UNKNOWN LOCATION	CAPE COD HOSPITAL	A	2535.17	6032.08	225.50	1.11	8792.75
2005	2005004	MISC/4-R	UNKNOWN LOCATION	CAPE COD HOSPITAL	A	329.58	779.41	225.50	.12	1334.49
2005	2005005	MISC/5-R	UNKNOWN LOCATION	CAPE COD HOSPITAL	A	329.58	779.41	225.50	.12	1334.49
2005	2005006	MISC/7-R	UNKNOWN LOCATION	CAPE COD HOSPITAL	A	244.62	577.55	225.50	.06	1047.67
2006	2006002	53/N1-2-R	MIDDLE RD	BASSETT JAMILE DAVID	A	13905.77	9856.07	.00	6.08	23761.84
2006	2006008	93/C2-7-R	COURTNEY RD	FIDELITY FINANCIAL I	A	757.18	983.74	239.33	.30	1980.25
2006	2006018	MISC/8714001-R	QUEEN ANNE RD	HOLMES ROSE	A	448.00	974.72	225.50	.14	1648.22
2006	2006019	69/X5-R	404 QUEEN ANNE RD	HOLMES ROSE	A	44000.87	57411.51	9331.20	20.79	110743.58
2006	2006024	MISC/19274000-R	UNKNOWN LOCATION	LITTLE STEVAN B	A	1534.38	3371.24	225.50	.64	5131.12
2007	2007014	78/H3-8-11-R	FULLER ST	ELLIS SHAWN M TRS ET	A	16076.08	20272.55	239.33	6.98	36587.96
2007	2007023	78/H11-7-11-R	16 ENGLE ST	KEYES CHRISTOPHER R	A	17508.66	22670.21	239.33	7.58	40418.20
2007	2007028	MISC/13975507-R	DEPOT ST	MISKELL JOHN W	A	1003.41	2123.22	225.50	.41	3352.13
2007	2007035	MISC/18670000-R	LOTHROP AV	ROSE JOHN G &	A	355.14	754.25	225.50	.13	1334.89
2007	2007036	MISC/18667500-R	WOODLAND	ROSE JOHN G &	A	517.40	1028.72	225.50	.22	1771.62
2008	2008009	MISC/3221000-R	QUEEN ANNE RD	CHASE HERBERT C	A	517.71	919.89	.00	.18	1437.60
2008	2008010	4/W1-31-R	5 CLIFFORD RD	COLTON CHRISTOPHER T	A	1017.67	2020.03	274.52	.41	3312.22

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2008	2008012	92/P1-R	PLEASANT LAKE AV	CROWELL MADELINE M E	A	729.04	891.46	700.56	.20	2321.06
2008	2008016	86/M7-R	ORLEANS RD	DOANE MEADOWS LLC	A	13194.07	20886.54	13.83	5.69	34094.44
2008	2008019	MISC/A1-R	UNKNOWN LOCATION	GARROW HAROLD J	A	283.06	441.82	.00	.08	724.88
2008	2008029	78/A16-19-20-R	DEPOT ST	KEYES CHRISTOPHER R	A	788.73	983.05	13.83	.21	1785.61
2008	2008033	69/S1-R	QUEEN ANNE RD	LOPES BENVINDA P LIF	A	21801.46	20396.50	1146.16	9.52	43344.12
2008	2008038	66/G2-R	NORTH WESTGATE RD	MISKELL JOHN W	A	425.18	730.11	13.83	.14	1169.12
2008	2008039	MISC/3510001-R	OLD BREWSTER RD	MISKELL JOHN W	A	435.75	744.17	.00	.15	1179.92
2009	2009017	35/C1-35-R	15 HOLLOW LN	GALLOWAY GRACE	A	9898.55	11455.87	586.49	4.58	21940.91
2009	2009018	MISC/853-R	UNKNOWN LOCATION	GESSNER DORIS B TRUS	A	322.73	621.30	856.20	.13	1800.23
2009	2009019	60/C4-R	PLEASANT LAKE AV	GESSNER DORIS B TRUS	A	1163.79	1464.76	1058.73	.42	3687.28
2009	2009020	MISC/98-R	UNKNOWN LOCATION	GIFFORD BROS SAND &	A	147.29	292.86	226.00	.04	666.15
2009	2009026	32/Q9-R	LESLIE LN	HARTIG CHARLES S EST	A	476.61	479.19	239.83	.12	1195.63
2009	2009044	MISC/P20022-R	PLEASANT LAKE AV	SIMMS DOLORES C TR &	A	137.53	281.94	226.00	.05	645.47
2009	2009050	72/L261-R	QUEEN ANNE RD	WOODBURY KIM TRS, LA	A	4096.92	4240.31	239.83	1.70	8577.06
2012	2012013	18/X6-R	28 SMITH ST	KARN F BEVERLY ET AL	A	15611.02	12803.83	1177.52	6.77	29592.37
2012	2012014	18/X7-R	SMITH ST	KARN F BEVERLY ET AL	A	2463.14	2055.46	800.72	1.00	5319.32
2013	2013008	MISC/2184000-R	UNKNOWN LOCATION	HINCKLEY EBEN S	A	1401.10	1003.90	.00	.49	2405.00
2014	2014001	16/W7-B-R	107 JULIEN RD	AWE LLC	A	77841.13	54866.76	1806.35	34.03	134514.24
2014	2014008	4/V1-15-R	14 LOVELL WAY	CRONIN SUSAN C	A	6779.14	2554.26	27.20	2.97	9360.60
2014	2014009	18/X3-13-R	52 BELLS NECK RD	CURTIS-MAHONEY CAROL	A	2992.64	2252.19	.00	1.31	5244.83
2014	2014012	MISC/7442000-R	QUEEN ANNE RD	GOMES JOHN P ET ALS	A	1191.85	785.47	.00	.41	1977.32
2014	2014013	MISC/7448000-R	UNKNOWN LOCATION	GOMES JOHN P ET ALS	A	1191.85	785.47	.00	.41	1977.32
2014	2014014	MISC/7451000-R	PLEASANT LAKE AV	GOMES JOHN P ET ALS	A	821.48	551.69	.00	.25	1373.17
2014	2014015	MISC/7454000-R	ISLAND PND	GOMES JOHN P ET ALS	A	1246.33	819.75	.00	.46	2066.08
2014	2014016	MISC/7487001-R	UNKNOWN LOCATION	GOMES JOHN P ET ALS	A	636.22	435.83	.00	.20	1072.05
2014	2014029	31/P1-8-R	PINE KNOLL RD	THAYER FLOYD L TR	A	539.42	379.58	13.83	.12	932.83
2015	2015007	22/A2-8-R	35 MOODY RD	GALETSA ELSA M ET AL	A	1833.24	105.27	.00	.80	1938.51
2015	2015009	MISC/7472000-R	ISLAND PND	GOMES JOHN P ET AL	A	515.76	306.44	.00	.14	822.20
2015	2015012	50/E1-1-R	106 OAK ST	JONES JOHN C &	A	8276.70	3358.23	904.70	3.63	12539.63
2015	2015013	50/E1-2-R	110 OAK ST	JONES JOHN C &	A	8551.60	4089.72	824.70	3.71	13466.02
1994	2016001	43/A1-R	CHATHAM RD	BAKER JOSEPH, HEIRS	A	89106.13	68930.35	2453.32	39.03	160489.80
1994	2016002	34/N11-R	CHATHAM RD	ELDRIDGE MERTIS, ET	A	13370.86	10341.78	887.20	5.70	24599.84
1994	2016003	34/N8-R	CHATHAM RD	NICKERSON ARTEMAS, H	A	13270.80	10351.21	10.00	5.68	23632.01
1994	2016004	43/A2-R	CHATHAM RD	WEEKES RHODA T, HEIR	A	37947.97	29401.91	1786.00	16.59	69135.88
2016	2016005	117/P1-8-R	18 WILMAS WAY	BABYAK JOHN M &	A	12012.37	7034.72	424.17	5.27	19471.26
2016	2016015	72/K1-2-R	734 QUEEN ANNE RD	HOPKINS JUDITH E	A	1550.01	1247.92	19.32	.68	2817.25
2016	2016017	101/V5-2-R	25 THIRD ST	MURPHY JUDITH A LIFE	A	16050.07	3232.27	.00	7.03	19282.34
2016	2016019	111/X1-R	SPRUCE RD	ROSSIGNOL ALYCE	A	503.46	268.18	269.66	.13	1041.30
2017	2017001	69/P1-R	318 QUEEN ANNE RD	LOPES BENVINDA P LI	A	15147.98	7394.02	2824.97	7.20	25366.97
2017	2017002	113/W5-25-R	3 MEREDITH WAY	CALVI CARL M &	A	9374.20	3513.39	.00	4.11	12887.59
2017	2017004	70/F7-2-R	OAK ST	DALUZE JOHN EST OF	A	4856.12	2163.11	.00	2.08	7019.23
2017	2017010	56/B3-26-R	23 FRANCES RD	HAYNIE JOHN R JR &	A	11454.86	4709.51	.00	5.01	16164.37
2017	2017015	34/N12-R	CHATHAM RD	OWNERS UNKNOWN	A	834.29	389.66	10.00	.29	1233.95
2017	2017016	34/N13-R	CHATHAM RD	OWNERS UNKNOWN	A	899.70	421.43	10.00	.33	1331.13
2017	2017017	34/N14-R	CHATHAM RD	OWNERS UNKNOWN	A	3020.36	1452.55	10.00	1.27	4482.91
2017	2017018	34/N15-R	CHATHAM RD	OWNERS UNKNOWN	A	5740.80	2774.87	10.00	2.44	8525.67
2017	2017020	97/X7-1-R	BAY RD	PRENDERGAST GRAHAM L	A	7711.47	3460.61	2159.66	3.31	13331.74
2017	2017022	14/X2-1-209-R	601 209 ROUTE 28	SHERMAN LINDA A	A	18320.36	8692.69	10.00	7.95	27023.05
2017	2017023	25/C3-14-R	12 SKINEQUIT RD	WEEKES STEPHANIE	A	13030.17	12050.61	12736.21	11.22	37816.99
2018	2018009	16/W7-A-R	105 JULIEN RD	AWE LLC	A	55500.47	24610.93	1844.16	24.28	81955.56
2018	2018010	71/B2-1-R	2 DUARTE DR	BHC LTD	A	4454.74	1659.68	579.67	1.89	6694.09

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2018	2018011	71/B2-2-R	4 DUARTE DR	BHC LTD	A	4639.04	1762.44	579.63	1.97	6981.11
2018	2018012	71/B2-3-R	6 DUARTE DR	BHC LTD	A	6860.41	2610.00	579.63	2.96	10050.04
2018	2018015	MISC/7463000-R	OLD CAMP GROUND	GOMES MICHAEL G ET A	A	443.34	165.22	10.00	.12	618.56
2018	2018017	21/S2-3-R	22 HAROLD ST	HILL GEORGE J EST OF	A	9407.03	2620.01	10.00	4.06	12037.04
2018	2018020	MISC/14831000-R	SISSON RD	NYBERG PETER	A	267.11	106.03	10.00	.06	383.14
2018	2018023	50/B8-R	89 PLEASANT LAKE AV	WOLBERS MARY JANE TR	A	5791.76	2628.42	.00	2.50	8420.18
2019	2019001	12/P4-A2-R	1 ERNST WAY	ADLE G BRYANT &	A	3718.17	1538.61	.00	1.63	5256.78
2019	2019003	72/D1-2-R	672 QUEEN ANNE RD	BEATTY JEFFREY K	A	3333.07	769.66	10.00	1.39	4112.73
2019	2019005	5/P4-10-R	10 SHORE ROAD LANDIN	CODERA ASSOCIATES LL A	A	15572.94	4249.79	1134.66	6.76	20957.39
2019	2019006	33/E4-R	OLIVER SNOW RD	ELDREDGE JOSIAH E ES	A	7609.68	2148.42	4911.40	3.26	14669.50
2019	2019008	10/W9-R	109 ROUTE 28	HOYLAND ALEXANDRA	A	10214.18	2564.18	.00	4.42	12778.36
2019	2019012	36/M1-1-R	520 DEPOT ST DENNIS	RANCOURT TODD M	A	3891.21	1195.39	.00	1.66	5086.60
2019	2019021	26/L1-11-R	17 SOUND VIEW RD	TAYLOR NANCY B TRUST	A	11303.21	2762.21	.00	4.95	14065.42
2020	2020004	105/M2-R	345 ROUTE 137	CROWE ELVIA S TR	A	6301.80	1254.12	.00	2.76	7555.92
2020	2020012	33/C13-R	5 CAPTAINS LN	ILLINGWORTH NORA S	A	9766.03	2252.37	260.32	4.33	12278.72
2020	2020014	31/B5-R	198 SISSON RD	MESERVEY GEORGE D JR	A	710.32	176.81	10.00	.24	897.13
2020	2020015	104/K5-6-R	8 SIDNEY RD	MUTO JASEN G	A	2391.09	660.56	10.00	.98	3061.65
2020	2020018	55/F1-2-R	5 SHELLEY PATH	SHELLEY ROBERT W TRS	A	1666.07	451.33	10.00	.67	2127.40
2020	2020019	55/F1-3-R	9 SHELLEY PATH	SHELLEY ROBERT W TRS	A	1694.53	459.54	10.00	.68	2164.07
2020	2020020	55/F1-4-R	SHELLEY PATH	SHELLEY ROBERT W TRS	A	344.50	69.89	10.00	.09	424.39
2020	2020021	92/Z1-2-R	1200 OAK ST	T-MOBILE NORTHEAST L	A	3693.78	772.69	10.00	1.55	4476.47
2021	2021001	56/B3-12-R	51 RYDER RD	BADER KATHLEEN	A	1755.26	203.34	10.00	.71	1968.60
2021	2021002	39/J2-R	448 GREAT WESTERN RD	BURNIE SYLVIA A	A	3275.29	367.94	10.00	1.36	3653.23
2021	2021003	25/B3-R	845 ROUTE 28	CAPTAIN HILL LLC	A	450.99	41.18	10.00	.13	502.17
2021	2021004	98/S7-40-R	29 WILLIAMSBURG AV	CHASE SUSAN M	A	4070.20	482.98	10.00	1.72	4563.18
2021	2021005	23/X5-R	23 BELLE BROOK LN	COFFIN DIANE E	A	2179.18	273.70	10.00	.89	2462.88
2021	2021006	34/N6-R	CHATHAM RD	DEVINE WILLIAM J TR	A	1253.86	143.09	10.00	.48	1406.95
2021	2021007	34/N9-R	CHATHAM RD	DEVINE WILLIAM J TR	A	632.93	71.46	10.00	.20	714.39
2021	2021008	69/X1-C-R	QUEEN ANNE RD	DOANE JAMES B	A	430.26	44.91	10.00	.11	485.17
2021	2021009	10/G2-E	62 ROUTE 28	FIRST BAPTIST CHURCH	A	334.84	66.45	298.21	.21	699.50
2021	2021012	10/L6-R	108 ROUTE 28	GREGG JOHN F TR	A	9547.74	1261.97	150.14	4.17	10959.85
2021	2021013	70/N1-6-R	PLEASANT LAKE AV	HILL MICHAEL &	A	951.33	106.52	10.00	.36	1067.85
2021	2021014	113/S1-6-R	13 CHARLENE LN	HORIGAN PETER W	A	1244.16	167.30	10.00	.48	1421.46
2021	2021016	14/Z16-B8-R	77 B-8 BANK ST	JONES BEVERLY REY	A	1025.36	123.10	10.00	.37	1158.46
2021	2021017	10/F6-1-R	72 1 ROUTE 28	KELLEY MATTHEW P	A	1371.66	186.02	10.00	.54	1567.68
2021	2021018	13/Y16-R	2 PARK PL	LAWTON JONATHAN P TR	A	5243.06	649.37	10.00	2.23	5902.43
2021	2021022	8/F1-R	35 SNOW INN RD	MANOCHERIAN GREGORY	A	314.49	30.77	10.00	.07	355.26
2021	2021024	21/E1-2-R	57 SISSON RD	PANDISCIO MARY BETH	A	3206.56	412.35	10.00	1.34	3628.91
2021	2021028	41/J3-3-R	6 STEPENSHILL RD	TINDOL JAMES W TRS E	A	2542.30	317.81	10.00	1.05	2870.11
2021	2021029	6B/H2-17-R	35 ZYLPHA RD	TP ZYL LLC	A	11122.58	1421.21	35.00	4.82	12578.79
2010	20100035	102/E1-2A-R	185 LONG POND DR	THOMPSON RUTH C	A	1527.30	38.16	.00	.66	1565.46
2011	20110002	20/A24-R	LOTHROP AV	BAKER ALFRED ESTATE	A	606.43	511.48	13.83	.18	1131.74
2011	20110009	34/E6-R	CHATHAM RD	COVE STEVEN A SENIOR	A	656.80	540.14	13.83	.23	1210.77
2011	20110011	73/F1-141-R	12 STAGE COACH RD	CURRAN WILLIAM C JR	A	28866.73	27674.53	4465.81	13.91	61007.07
2011	20110014	74/K1-13-R	17 OLD HERITAGE WAY	DENNIS LINDA L	A	23029.17	15921.39	1082.92	10.56	40033.48
2011	20110031	MISC/11440002-R	UNKNOWN LOCATION	KENDRICK BLANCHE L	A	227.02	257.52	.00	.05	484.54
2011	20110032	MISC/11440001-R	UNKNOWN LOCATION	KENDRICK BLANCHE L	A	349.35	465.99	.00	.12	815.34
2011	20110033	MISC/11444000-R	MEADOW LN	KENDRICK BLANCHE L	A	195.16	203.22	.00	.05	398.38
2011	20110049	78/H11-12-15-R	15 BELMONT AV	QUIRK JAMES H JR TR	A	11948.16	10851.39	13.83	5.17	22813.38
2011	20110060	78/H11-21-25-R	RUTH ST	WELCH JONATHAN F TR	A	12336.40	11229.35	13.83	5.31	23579.58
2011	20110062	78/H15-16-19-R	BELMONT AV	WHITE DAVID TR	A	11945.16	10849.86	13.83	5.16	22808.85

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TOWN OF HARWICH - LIVE DATA
 SHORT TITLE DETAIL REPORT

P 6
 ttshrpt

INTEREST DATE: 03/28/2023

YEAR	TITLE	PARCEL	LOCATION	OWNER	S	PRINCIPAL DUE	INTEREST DUE	FEEES DUE	PER DIEM	TITLE DUE
2011	20110063	78/H11-16-19-R	BELMONT AV	WHITE DAVID TR	A	11948.16	10851.39	13.83	5.17	22813.38
GRAND TOTALS						2479566.40	3377746.45	929783.58	1081.11	6787096.43

** END OF REPORT - Generated by Betty Clark Macleay **
 ** END OF REPORT **

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
Joseph F. Powers, Town Administrator

From: Meggan Eldredge, Assistant Town Administrator *ME*

RE: budget impact related to shared resource in Building and Conservation

Date: March 28, 2023

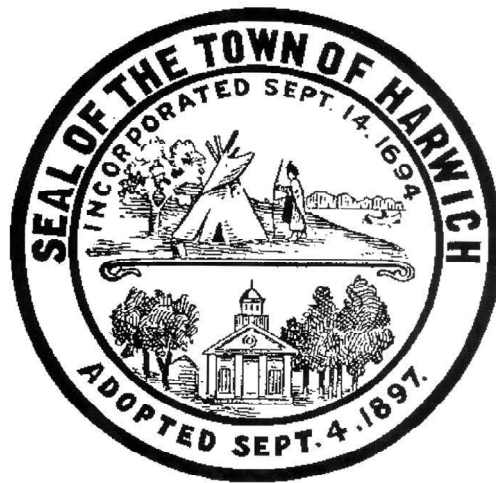
The Building Commissioner and Conservation Administrator each requested an enhancement of services for a part-time administrative type of employee to their respective departments. The Building Commissioner requested a 19 hour per week ZBA/historic Clerk with an annual salary of \$25,450.88. The Conservation Administrator requested a 19 hour per week administrative assistant with an annual salary of \$23,783.00.

If both position were filled on a part time basis, the overall operating budget would increase by \$49,233.88 in salaries and wages and gain 38 hours of staffing between two part-time positions. These positions would be classified within the Personnel Bylaw and not be eligible for benefits.

If the two departments shared one full-time 35 hour per week resource, the estimated annual salary would be \$48,339.20. This position would fall under the Personnel Bylaw and be eligible for benefits. Insurance costs associated with full time employees is 14% of wages, which is \$6,767.49 annually.

In conclusion, the cost difference between having two part-time employees and one full-time shared resource is \$5,872.81. In my opinion, part-time staff is difficult to recruit and retain. The benefit of paid time off and health insurance are attractive to potential job seekers. Additionally, finding space to locate one new staff member is easier than two in an already crowded community development department.

**2023
ANNUAL TOWN MEETING
WARRANT
WITH
RECOMMENDATIONS**



**May 1, 2023
7:00 p.m.
Harwich Community Center
100 Oak Street
Harwich, MA 02645**

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VOTING PROCEDURES

- I A quorum, 150 registered voters, must be present in order to conduct business. The only motion in order when no quorum is present is a motion to adjourn.
- II A two-thirds majority of the Town Meeting shall be required for inclusion of any Capital Outlay, unless it was included in the Capital Outlay Plan adopted at the preceding Town Meeting.
- III All motions introduced at the Town Meeting shall be in writing when required by the Moderator.
- IV Voters are limited to two times speaking on any one question; the total time speaking not to exceed 10 minutes.
- V Only registered voters shall occupy the meeting “floor”.
- VI No voter will be allowed to speak until he or she is recognized by the Moderator.
- VII Motion requiring more than a simple majority to pass:
 - A. To reconsider a vote on a motion – $\frac{3}{4}$ majority (this motion must be made prior to the next adjournment of the meeting).
 - B. To consider articles in an order other than as appears on the warrant – $\frac{3}{4}$ majority.
 - C. To pay unpaid bills – $\frac{4}{5}$ majority at the Annual Town Meeting, $\frac{9}{10}$ majority at a Special Town Meeting.
 - D. To move the previous question (terminate debate) – $\frac{3}{4}$ majority.
- VIII Quorum cannot be questioned after a motion has been made and seconded.

MOTION CHART Section 1-211
(Application of Rules is indicated by an X)

Motions	Debatable	Non Debatable	Amendable	Non Amendable	Second Required	Second Not Required	Majority Vote	2/3 Vote	¾ Vote	Ma Re
Adjourn		X		X	X		X			
Adjourn (in a time certain)	X		X		X		X			
Amendment	X		X		X		X			
Adopt a Resolution	X		X		X		X			
Accept & Adopt	X		X		X		X ¹			
Postpone Indefinitely	X			X	X		X			
Previous Question Terminate Debate		X		X	X					X
Reconsider ²	X			X	X					X
Consider Articles	X		X		X					X

Harwich			
	Residential & Open Space (RO)	Commercial, Industrial and Personal Property (CIP)	Total
FY 2023 # of Parcels	10,946	5,092	16,038
FY 2023 Assessed Value	7,715,282,571	566,083,129	8,281,365,700
FY 2023 Tax Levy	51,229,476	3,758,792	54,988,268

RO Tax Rate	CIP Tax Rate
6.64	6.64

Proposed Tax Rate Impact Per \$1,000:	0.12
Proposed New Tax Rate Per \$1,000 (Estimated New):	6.76
FY 2023 Average Single Family Assessed Value (Current):	788,574
FY 2023 Average Single Family Tax Bill (Current):	5,236
FY 2023 Average Single Family Tax Bill Impact (Estimated New):	94.63

Assessed Value	Current Estimated Tax Bill	Proposed Estimated Tax Bill	Estimated Tax Bill Impact
250,000	1,660.00	1,690.00	30.00
350,000	2,324.00	2,366.00	42.00
450,000	2,988.00	3,042.00	54.00
550,000	3,652.00	3,718.00	66.00
650,000	4,316.00	4,394.00	78.00
750,000	4,980.00	5,070.00	90.00
850,000	5,644.00	5,746.00	102.00
950,000	6,308.00	6,422.00	114.00
1,050,000	6,972.00	7,098.00	126.00
1,150,000	7,636.00	7,774.00	138.00
1,250,000	8,300.00	8,450.00	150.00
1,350,000	8,964.00	9,126.00	162.00
1,450,000	9,628.00	9,802.00	174.00
1,550,000	10,292.00	10,478.00	186.00

MUNICIPAL FINANCE TERMS

APPROPRIATION: An authorization granted by a town meeting, city council or other legislative body to expend money and incur obligations for specific public purposes. An appropriation is usually limited in amount and as to the time period within which it may be expended.

AVAILABLE FUNDS: Balances in the various fund types that represent nonrecurring revenue sources. As a matter of sound practice, they are frequently appropriated for unforeseen expenses, capital expenditures, or other one-time costs. Examples of available funds include free cash, stabilization funds, overlay surplus, water surplus, and retained earnings.

CHERRY SHEET: Named for the cherry-colored paper on which they were originally printed, the Cherry Sheet is the official notification to cities, towns, and regional school districts of the next fiscal year's state aid and assessments. The aid is in the form of distributions, which provide funds based on formulas and reimbursements that provide funds for costs incurred during a prior period for certain programs or services.

FREE CASH: Remaining, unrestricted funds from operations of the previous fiscal year, including unexpended free cash from the previous year, actual receipts in excess of revenue estimated on the tax recapitulation sheet, and unspent amounts in budget line items. Unpaid property taxes and certain deficits reduce the amount that can be certified as free cash.

OVERLAY (Overlay Reserve, or Allowance for Abatements and Exemptions): An account that funds anticipated property tax abatements, exemptions, and uncollected taxes. Additions to the overlay reserve need not be funded by the normal appropriation process but instead raised on the tax rate recapitulation sheet.

RESERVE FUND: An amount (not to exceed 5 percent of the tax levy for the preceding year) set aside annually within a community's budget to provide a funding source for extraordinary or unforeseen expenditures. In a town, the finance committee can authorize transfers from this fund for "extraordinary or unforeseen" expenditures. Other uses of the fund require budgetary transfers by town meeting.

STABILIZATION FUND: A fund designed to accumulate amounts for capital and other future spending purposes, although it may be appropriated for any lawful purpose (MGL c. 40 § 5B). Communities may establish one or more stabilization funds for different purposes and may appropriate any amounts into them. A two-thirds vote of town meeting is required to establish, amend the purpose of, or appropriate money from a stabilization fund. A majority vote of town meeting is required to appropriate money into a stabilization fund.

MUNICIPAL FINANCE TERMS RELATED TO CAPITAL IMPROVEMENTS

CAPITAL ASSETS: – Any tangible property used in the operation of government that is not easily converted into cash and that has an initial useful life extending beyond a single financial reporting period. Capital assets include land and land improvements; infrastructure, such as roads, bridges, water and sewer lines; easements; buildings and building improvements; vehicles, machinery and equipment. Communities typically define capital assets in terms of a minimum useful life and minimum initial cost.

CAPITAL BUDGET: An appropriation or spending plan that uses borrowing or direct outlay for capital or fixed asset improvements. Among other information, a capital budget should identify the method to finance each recommended expenditure (e.g., tax levy or rates) and identify those items that were not recommended.

CAPITAL IMPROVEMENTS PROGRAM: – A blueprint for planning a community's capital expenditures that comprises an annual capital budget and a five-year capital plan. It coordinates community planning, fiscal capacity, and physical development. While all the community's needs should be identified in the program, there is a set of criteria that prioritize the expenditures.

CAPITAL OUTLAY: The exchange of one asset (cash) for another (capital asset) with no ultimate effect on net assets. Also known as "pay as you go," it is the appropriation and use of available cash to fund a capital improvement, as opposed to incurring debt to cover the cost.

FIXED ASSETS: – Long-lived, tangible assets, such as buildings, equipment and land, obtained or controlled as a result of past transactions or circumstances.

MUNICIPAL FINANCE TERMS RELATED TO PROPOSITION 2 ½ TERMS

Chapter 59, Section 21C of the Massachusetts General Laws commonly referred to as Proposition 2 ½ (Prop. 2 ½) or the Tax Limiting Law for Cities and Towns in Massachusetts.

CAPITAL OUTLAY EXPENDITURE EXCLUSION: A temporary increase in the tax levy to fund a capital project or to make a capital acquisition. Such an exclusion requires a two-thirds vote of the selectmen or city council (sometimes with the mayor's approval) and a majority vote in a communitywide referendum. The exclusion is added to the tax levy only during the year in which the project is being funded and may increase the tax levy above the levy ceiling.

CONTINGENT APPROPRIATION: An appropriation that authorizes spending for a particular purpose only if subsequently approved in a voter referendum. Under MGL c. 59 § 21C (m), towns may make appropriations from the tax levy, available funds, or borrowing contingent on the subsequent passage of a Proposition 21/2 override or exclusion question for the same purpose. If initially approved at an annual town meeting, voter approval of the contingent appropriation must occur by September 15. Otherwise, the referendum vote must occur within 90

days after the town meeting dissolves. The question may be placed before the voters at more than one election, but if the appropriation is not approved by the applicable deadline, it is null and void. If contingent appropriations are funded through property taxes, DLS cannot approve the tax rate until the related override or exclusion question is resolved or the deadline passes, whichever occurs first.

DEBT EXCLUSION: An action taken by a community through a referendum vote to raise the funds necessary to pay debt service costs for a particular project from the property tax levy but outside of the limits under Proposition 21/2. By approving a debt exclusion, a community calculates its annual levy limit under Proposition 21/2, then adds the excluded debt service cost. The amount is added to the levy limit for the life of the debt only and may increase the levy above the levy ceiling.

LEVY: The amount a community raises through the property tax. The levy can be any amount up to the levy limit, which is reestablished every year in accordance with Proposition 21/2 provisions.

LEVY CEILING: – A levy ceiling is one of two types of levy (tax) restrictions imposed by MGL c. 59 § 21C (Proposition 2 1/2). It states that, in any year, the real and personal property taxes imposed may not exceed 2 1/2 percent of the total full and fair cash value of all taxable property. Property taxes levied may exceed this limit only if the community passes a capital exclusion, debt exclusion, or special exclusion.

LEVY LIMIT: A levy limit is one of two types of levy (tax) restrictions imposed by MGL c. 59 § 21C (Proposition 21/2). It states that the real and personal property taxes imposed by a city or town may only grow each year by 21/2 percent of the prior year's levy

NEW GROWTH: The additional tax revenue generated by new construction, renovations and other increases in the property tax base during a calendar year. It does not include value increases caused by normal market forces or revaluations.

OVERRIDE: A vote by a community at an election to permanently increase the levy limit. An override vote may increase the levy limit no higher than the levy ceiling. The override question on the election ballot must state a purpose for the override and the dollar amount.

OVERRIDE CAPACITY: The difference between a community's levy ceiling and its levy limit. It is the maximum amount by which a community may override its levy limit.

Note: The glossary definitions found on pages 4, 5 and 6 of this Warrant were derived from the Municipal Glossary published the Division of Local Services (January 2020).

The entire glossary can be found at:

<https://www.mass.gov/info-details/municipal-governance-training-and-resources>

**COMMONWEALTH OF MASSACHUSETTS
TOWN OF HARWICH
ANNUAL TOWN MEETING
May 1, 2023**

BARNSTABLE, ss:

To either of the Constables of the Town of Harwich in said county,

Greetings:

In the name of the Commonwealth of Massachusetts you are hereby directed to notify and warn the inhabitants of said Town qualified to vote in elections and Town affairs to meet in the Community Center Gymnasium, 100 Oak Street in said Town on May 1, 2023 at 7:00 P.M., then and there to act on the following articles:

TOWN OFFICERS AND COMMITTEES

ARTICLE 1: To choose various Town Officers and Committees.

Finance Committee Recommendation: The Finance Committee recommends this customary article be accepted and adopted.

**FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED.
VOTE: YES-8, NO-0**

ROLL CALL VOTES:

Board of Selectmen:

To accept and adopt:

Yeas: 4 (Four): Michael MacAskill, Mary Anderson, Donald Howell, Larry Ballantine

Nays: 0 (Zero): None

Finance Committee:

To accept and adopt:

Yeas: 8 (Eight): Peter Hughes, Dana DeCosta, Karen Doucette, Mark Kelleher, Angelo LaMantia, Mark Ameres, Robert McCready, Michele Gallucci

Nays: 0 (Zero): None

REPORTS OF TOWN OFFICERS AND COMMITTEES

ARTICLE 2: To hear reports of all Town Officers and Committees for the year 2022.

Finance Committee Recommendation: The Finance Committee recommends this customary article be accepted and adopted.

**FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED.
VOTE: YES-8, NO-0**

ROLL CALL VOTES:

Board of Selectmen:

To accept and adopt:

Yeas: 4 (Four): Michael MacAskill, Mary Anderson, Donald Howell, Larry Ballantine

Nays: 0 (Zero): None

Finance Committee:

To accept and adopt:

Yeas: 8 (Eight): Peter Hughes, Dana DeCosta, Karen Doucette, Mark Kelleher, Angelo LaMantia, Mark Ameres, Robert McCready, Michele Gallucci

Nays: 0 (Zero): None

ELECTED OFFICIALS' SALARIES

ARTICLE 3: To see if the Town will vote the salaries of the Elected Officials of the Town for fiscal year commencing July 1, 2023 and ending June 30, 2024 as follows; and to act fully thereon. Estimated cost: \$121,719.

Selectmen (5)	\$2,400 each	12,000
Moderator	\$1,000	1,000
Water & Wastewater Commissioners (5)	\$1,000 each	5,000
Library Trustees (7)	\$1,000 each	7,000
Town Clerk	\$96,719	96,719
		121,719

Explanation: This is a customary, required article to identify the salaries of the elected officials of the Town of Harwich. The Town Clerk salary is the equivalent of a position in the Personnel Bylaws Classification and Compensation that would be at the M5, Step 5 level. All salaries listed above are found in and funded by the Operating Budget (Article 4, Appendix B).

Finance Committee Recommendation: The Finance Committee recommends this customary article be accepted and adopted. Setting the Town elected officials' salaries at Town Meeting is a Harwich Home Rule Charter requirement which the Finance Committee supports. The funding for this article is contained in the general government operating budget article.

FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED.

VOTE: YES-8, NO-0

ROLL CALL VOTES:

Board of Selectmen:

To accept and adopt:

Yeas: 4 (Four): Michael MacAskill, Mary Anderson, Donald Howell, Larry Ballantine

Nays: 0 (Zero): None

Finance Committee:

To accept and adopt:

Yeas: 8 (Eight): Peter Hughes, Dana DeCosta, Karen Doucette, Mark Kelleher, Angelo LaMantia, Mark Ameres, Robert McCready, Michele Gallucci

Nays: 0 (Zero): None

TOWN OPERATING BUDGET

ARTICLE 4: To see if the Town will vote to raise and appropriate, transfer from available funds or borrow such sums of money as may be required to defray Town charges for Fiscal Year 2024; and to act fully thereon. By request of the Board of Selectmen. (BUDGET – APPENDIX B). Estimated Cost: \$43,143,089.

SOURCES:	
Betterments	70,000
Cable Fund	214,996
CPA	166,650
Golf Infrastructure	98,450
Overlay Surplus	200,000
Water Enterprise	818,913
Wastewater Enterprise	62,148
Subtotal	1,631,157
Local Receipts	15,782,472
Taxes	25,716,548
Operating Budget	43,130,177

Explanation: The Town’s Operating Budget (outlined in line-item detail in Appendix B showing salaries & wages as well as expenses) covers three main areas of expenditures: the Departmental Budgets, Debt Service (“payments” comprised of principal and interest) and Semi-fixed and Fixed Costs including the town’s mandatory retirement contributions to the Barnstable County Retirement System as well as insurances (group health insurance and general insurance and deductibles).

The Board of Selectmen are recommending additions to staffing (the costs of which are borne in the respective departments as well as the Medicare & Vacation (Line #23), and the lines covering retirement and group health insurance discussed above) which equal eight (8) new, full-time positions. The Harwich Charter (our primary governing document) requires that “[t]he creation of any new full-time, compensated position which requires the approval of the board of selectmen shall not become effective until the position has been funded by a vote of town meeting” (Harwich Charter, Chapter 4, Section 5 Responsibilities for Administrative Reorganization, Clause 4-5-2,

Page C:8). This article meets that obligation. Additionally, this article moves a vacant Building Inspector position from a part-time (.5 Full-Time Equivalent (FTE)) to full-time as shown in Appendix B.

Finance Committee Recommendation: The Finance Committee recommends this article be accepted and adopted to fund the annual operation of the General Government for FY 2024, and that \$28,716,548 be raised and appropriated, and \$17,413,629 be transferred from other available funds for this purpose.

**FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED.
VOTE: YES-8, NO-0**

ROLL CALL VOTES:

Board of Selectmen:

To accept and adopt:

Yeas: 4 (Four): Michael MacAskill, Mary Anderson, Donald Howell, Larry Ballantine

Nays: 0 (Zero): None

Finance Committee:

To accept and adopt:

Yeas: 8 (Eight): Peter Hughes, Dana DeCosta, Karen Doucette, Mark Kelleher, Mark Ameres, Daniel Tworek, Robert McCready, Michele Gallucci

Nays: 0 (Zero): None

MONOMOY REGIONAL SCHOOL DISTRICT BUDGET

ARTICLE 5: To see if the Town will vote to raise and appropriate, transfer from available funds or borrow such sums of money as may be required to pay for the Monomoy Regional School District Assessment for Fiscal Year 2024, and to act fully thereon. By request of the Monomoy Regional School Committee. Estimated cost: \$28,469,466

Operating	26,179,856
Capital	153,120
Transportation	739,557
Debt	1,396,933
MRSD Assessment	28,469,466

Finance Committee Recommendation: The Finance Committee recommends this article be accepted and adopted to fund the annual operation of the Monomoy Regional School District for FY 2024, and that \$28,469,466 be raised and appropriated for this purpose.

**FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED.
VOTE: YES-8, NO-0**

ROLL CALL VOTES:

Board of Selectmen:

To accept and adopt:

Yeas: 4 (Four): Michael MacAskill, Mary Anderson, Donald Howell, Larry Ballantine

Nays: 0 (Zero): None

Finance Committee:

To accept and adopt:

Yeas: 8 (Eight): Peter Hughes, Dana DeCosta, Karen Doucette, Mark Kelleher, Angelo LaMantia, Mark Ameres, Robert McCready, Michele Gallucci

Nays: 0 (Zero): None

CAPE COD REGIONAL TECHNICAL SCHOOL DISTRICT BUDGET

ARTICLE 6: To see if the Town will vote to raise and appropriate, transfer from available funds or borrow a sufficient sum of money as may be required to pay for the Cape Cod Regional Technical High School District Assessment for Fiscal Year 2024, and to act fully thereon. By request of the Cape Cod Regional Technical High School District. Estimated cost: \$2,014,200

Operating	\$1,400,362
Debt	\$613,838
CCRTHS Assessment	\$2,014,200

Finance Committee Recommendation: The Finance Committee recommends this article be accepted and adopted to fund the annual operation of the Reginal Technical Hi. School for FY 2024, and that, \$2,014,200 be raised and appropriated for this purpose.

**FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED.
VOTE: YES-8, NO-0**

ROLL CALL VOTES:

Board of Selectmen:

To accept and adopt:

Yeas: 4 (Four): Michael MacAskill, Mary Anderson, Donald Howell, Larry Ballantine

Nays: 0 (Zero): none

Finance Committee:

To accept and adopt:

Yeas: 8 (Eight): Peter Hughes, Dana DeCosta, Karen Doucette, Mark Kelleher, Angelo LaMantia, Mark Ameres, Robert McCready, Michele Gallucci

Nays: 0 (Zero): None

WATER DEPARTMENT BUDGET

ARTICLE 7: To see if the Town will vote to raise and appropriate, transfer from available funds or borrow such sums of money as may be required to defray the Water Department Operating

Budget for Fiscal Year 2024, and to act fully thereon. By request of the Water and Wastewater Commission. Estimated cost: \$ 4,552,834

Salaries	1,390,562
Expenses	1,759,155
Debt	534,204
Indirect Costs	818,913
OPEB	50,000
Total	4,552,834

Finance Committee Recommendation: The Finance Committee recommends this article be accepted and adopted to fund the annual operation of the Water Department for FY 2024, and that \$4,552,834 be transferred from the water enterprise fund for this purpose.

**FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED.
VOTE: YES-8, NO-0**

ROLL CALL VOTES:

Board of Selectmen:

To accept and adopt:

Yeas: 4 (Four): Michael MacAskill, Mary Anderson, Donald Howell, Larry Ballantine

Nays: 0 (Zero): None

Finance Committee:

To accept and adopt:

Yeas: 8 (Eight): Peter Hughes, Dana DeCosta, Karen Doucette, Mark Kelleher, Angelo LaMantia, Mark Ameres, Robert McCready, Michele Gallucci

Nays: 0 (Zero): None

WASTEWATER DEPARTMENT BUDGET

ARTICLE 8: To see if the Town will vote to raise and appropriate, transfer from available funds or borrow such sums of money as may be required to defray the Wastewater Department Operating Budget for Fiscal Year 2024, and to act fully thereon. By request of the Water and Wastewater Commission. Estimated cost: \$1,993,973

Salaries	175,178
Expenses	444,528
Debt	1,312,119
Indirect Costs	62,148
Total	1,993,973

Explanation: Included within the FY24 Wastewater Budget request in this article is funding to support a new full-time Assistant Wastewater Superintendent position. The salary for this position is budgeted at \$80,000 and contained within the Salaries line item above, benefits for this position are \$27,181 and contained within the Indirect Costs line item above.

Finance Committee Recommendation: The Finance Committee recommends this article be accepted and adopted to fund the annual operation of the Wastewater/Sewer Department for FY 2024, and that \$1,993,973 be raised and appropriated for this purpose.

FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED.

VOTE: YES-8, NO-0

ROLL CALL VOTES:

Board of Selectmen:

To accept and adopt:

Yeas: 4 (Four): Michael MacAskill, Mary Anderson, Donald Howell, Larry Ballantine

Nays: 0 (Zero): None

Finance Committee:

To accept and adopt:

Yeas: 8 (Eight): Peter Hughes, Dana DeCosta, Karen Doucette, Mark Kelleher, Angelo LaMantia, Mark Ameres, Robert McCready, Michele Gallucci

Nays: 0 (Zero): None

FUND CAPE COD COMMUNITY MEDIA CENTER

ARTICLE 9: To see if the Town vote to raise and appropriate or transfer from available fund or borrow such sums of money that may be required for the purpose of funding the public access station, Cape Cod Community Media Center, 17 Shad Hole Rd. Dennis Port, MA 02639. Providing the public access television to the citizens of Harwich; or to act fully thereon. By request of the Board of Selectmen. Estimated Cost: \$157,037

Explanation: To be funded from the PEG Access and Cable Related Fund. The Town of Harwich receives funding from Comcast subscriber fees to fund and maintain Public, Education and Government television stations (PEG access). Under the current 10 year agreement with Comcast the Town will allocate funds directly to Cape Cod Community Media Center. The funding was previously paid directly from Comcast. The appropriation sum has been based on calendar year 2022 actual revenue into the fund.

Finance Committee Recommendation: The Finance Committee recommends this article be accepted and adopted to fund access to local television for the coming year, and that \$157,037 be transferred from PEG Access Funds for this purpose.

FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED.

VOTE: YES-8, NO-0

ROLL CALL VOTES:

Board of Selectmen:

To accept and adopt:

Yeas: 4 (Four): Michael MacAskill, Mary Anderson, Donald Howell, Larry Ballantine

Nays: 0 (Zero): none

Finance Committee:

To accept and adopt:

Yeas: 8 (Eight): Peter Hughes, Dana DeCosta, Karen Doucette, Mark Kelleher, Angelo LaMantia, Mark Ameres, Robert McCready, Michele Gallucci

Nays: 0 (Zero): None

ITEMS FUNDED FROM THE CABLE FUND

ARTICLE 10: To see if the Town will vote to raise and appropriate, transfer from available funds or borrow a sufficient sum of money to fund the items in the table below, and to act fully thereon. By request of the Board of Selectmen. Estimated cost: \$47, 222.00.

Equip Meeting Rooms & Field Equipment	4,388
Fund Ch. 22 at Monomoy Regional High School	42,834
Total	47,222

Explanation: The request for “Equip Meeting Rooms & Field Equipment” is part of an ongoing project to equip and/or update equipment in various meeting rooms led by the Channel 18 Director. The second line is a request from the Monomoy Regional School District. The last such request was in 2019 and the costs were embedded in the District’s budget. The District is requesting that the funds for Fiscal Year 2024. The two towns in the district agreed in 2019 for the costs for Channel 22 to be split 50-50%. This request is for the funds to be allocated in accordance with the present assessment model in the District’s Regional Agreement which would be as follows (per the District): Harwich: \$42,833.79 (76.56%), Chatham: \$13,114.21 (23.44%).

Finance Committee Recommendation: The Finance Committee recommends this article be accepted and adopted to fund equipment upgrades to Channel 22 TV at the Monomoy Regional High School access to local television for the coming year, and that \$47,222 be transferred from PEG Access Funds for this purpose. This money is available to the Town as our percentage of cable TV funds collected in the Town.

FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED.

VOTE: YES-7, NO-0, ABSTAINED-1

ROLL CALL VOTES:

Board of Selectmen:

To accept and adopt:

Yeas: 4 (Four): Michael MacAskill, Mary Anderson, Donald Howell, Larry Ballantine

Nays: 0 (Zero): None

Finance Committee:

To accept and adopt:

Yeas: 7 (Seven): Peter Hughes, Dana DeCosta, Karen Doucette, Mark Kelleher, Angelo LaMantia, Robert McCready, Michele Gallucci

Nays: 0 (Zero): None

Abstained: 1 (One): Mark Ameres

LEASE PURCHASE AGREEMENTS

ARTICLE 11: To see if the Town will vote to enter into various lease purchase financing agreements for town equipment included in the operating budget for FY 2023, said leases may be a term not to exceed the useful life of the equipment as determined by the Board of Selectmen; or to act fully thereon. By request of the Board of Selectmen.

Explanation: The statute requires a recommendation by the Town Administrator and a two-thirds vote of Town Meeting whenever there are items to be funded by lease agreements within the Operating Budget. The lease agreements funded by the operating budget relate to procurements for the Police Department in Fiscal Year 2024.

Finance Committee Recommendation: The Finance Committee recommends this article be accepted and adopted to meet State requirements of Municipal Finance lease purchase rules.

FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED.

VOTE: YES-8, NO-0

ROLL CALL VOTES:

Board of Selectmen:

To accept and adopt:

Yeas: 4 (Four): Michael MacAskill, Mary Anderson, Donald Howell, Larry Ballantine

Nays: 0 (Zero):

Finance Committee:

To accept and adopt:

Yeas: 8 (Eight): Peter Hughes, Dana DeCosta, Karen Doucette, Mark Kelleher, Mark Ameres, Daniel Tworek, Robert McCready, Michele Gallucci

Nays: 0 (Zero): None

PRESCHOOL FAMILY SUPPORT PROGRAM

ARTICLE 12: To see if the Town will vote to raise and appropriate, transfer from available funds or borrow a sufficient sum of money to fund a Preschool Family Support Program for the 3 and 4 year old population within the Town of Harwich, and to act fully thereon. By request of the Board of Selectmen. Estimated cost: \$250,000.00.

Explanation: The Board of Selectmen is looking to initiate a program to provide support for families with preschool-aged children (3 and 4 years old) in the form of stipends to aid covering the ever-increasing cost of preschool costs. This program is like many offered throughout Cape Cod.

Finance Committee Recommendation: The Finance Committee recommends this article be accepted and adopted. This is a new program in the Town as recommended by the Select Board to help families with 3- and 4-year-old children, with a partial offset to their early daycare costs. The estimated cost for FY 2024 is \$250,000 to be transferred from available funds for this purpose.

**FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED.
VOTE: YES-5, NO-3**

ROLL CALL VOTES:

Board of Selectmen:

To accept and adopt:

Yeas: 4 (Four): Michael MacAskill, Mary Anderson, Donald Howell, Larry Ballantine

Nays: 0 (Zero): None

Finance Committee:

To accept and adopt:

Yeas: 5 (Five): Peter Hughes, Dana DeCosta, Mark Kelleher, Angelo LaMantia, Mark Ameres

Nays: 3 (Three): Karen Doucette, Robert McCready, Michele Gallucci

FUND TECHNOLOGY ENHANCEMENTS FOR BROOKS FREE LIBRARY

ARTICLE 13: To see if the Town will vote to raise and appropriate, transfer from available funds or borrow a sufficient sum of money to be used for the purchase and replacement of technology equipment and software for the Brooks Free Library, and to act fully thereon. By request of the Board of Selectmen and the Board of Library Trustees. Estimated cost: \$25,000.00

Finance Committee Recommendation: The Finance Committee recommends this article be accepted and adopted, and that \$25,000 be transferred from available funds for this purpose. This will help them integrate the new CLAMS system into the Brooks Free Library.

**FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED.
VOTE: YES-7, NO-0, ABSTAINED-1**

ROLL CALL VOTES:

Board of Selectmen:

To accept and adopt:

Yeas: 4 (Four): Michael MacAskill, Mary Anderson, Donald Howell, Larry Ballantine

Nays: 0 (Zero): None

Finance Committee:

To accept and adopt:

Yeas: 7 (Seven): Peter Hughes, Dana DeCosta, Karen Doucette, Mark Kelleher, Angelo LaMantia, Mark Ameres, Michele Gallucci

Nays: 0 (Zero): None

Abstained: 1 (One): Robert McCready

OPIOID SETTLEMENT DISTRIBUTIONS

ARTICLE 14: To see if the Town will vote to transfer from certified free cash a sum of money representing the National Opioid Settlement distributions received to date to provide the Town with support services to mitigate the impacts of the opioid epidemic, said funds to be expended under the direction of the Board of Selectmen pursuant to grant agreements between the Town and various nonprofit entities providing substance abuse services to residents of the Town;

or to take any other action relative thereto. Requested by the Board of Selectmen. Estimated cost: \$60,000.00

Recipient	Amount
Outer Cape Health Services	37,500
Duffy Health Center	15,000
Gosnold	7,500
Total	60,000

Explanation: This article appropriates the available funds in Free Cash related solely to the National Opioid Settlement Funds for the Town of Harwich in Fiscal Year. The town received \$63,841. The Board of Selectmen affirmed the following uses and recipients for these funds with the balance carrying over to the next fiscal year to be combined with future settlement distributions.

Finance Committee Recommendation: The Finance Committee recommends this article be accepted and adopted to access funds the Town has received from the National Opioid Settlement Fund.

**FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED.
VOTE: YES-8, NO-0**

ROLL CALL VOTES:

Board of Selectmen:

To accept and adopt:

Yeas: 4 (Four): Michael MacAskill, Mary Anderson, Donald Howell, Larry Ballantine

Nays: 0 (Zero): none

Finance Committee:

To accept and adopt:

Yeas: 8 (Eight): Peter Hughes, Dana DeCosta, Karen Doucette, Mark Kelleher, Mark Ameres, Daniel Tworek, Robert McCready, Michele Gallucci

Nays: 0 (Zero): None

ADOPT THE CAPITAL PLAN

ARTICLE 15: To see if the Town will vote pursuant to Section 9-6 of the Town Charter to adopt the five (5) year Capital Plan for FY 2024 as proposed by the Board of Selectmen and set forth in Appendix C of this Warrant, and to act fully thereon. By request of the Board of Selectmen. (APPENDIX C)

Explanation: Appendix C shows the full range of the Capital Outlay Plan, covering Fiscal Year 2024 through 2028. The Capital Outlay Committee met immediately after the 2022 Annual Town Meeting and worked diligently throughout the summer and fall months to analyze the various requests from the various departments. Several departments opted not to provide information for Fiscal Year 2028 given the vast uncertainties that existed in the marketplace wherein they derive

their materials as well as rely upon for a sense of cost. Additionally, recognizing that, as of this writing, the Massachusetts Department of Environmental Protection (MA DEP) has not finalized their the proposed changes to existing Title 5 (septic) regulations or new watershed permitting regulations, the prudent choice was made to hold off until there is finality on the proposed regulations and a stabilizing effect in the marketplace to accurately project contingency costs for major infrastructure projects.

Finance Committee Recommendation: The Finance Committee recommends indefinite postponement, (IPP), of the FY 2024 capital outlay plan as presented by the Selectmen. As described in the Harwich Home Rule Charter:

9-6-1 The purpose of the 5-year capital outlay plan is to provide the town with a long-range forecast of the town's capital improvement needs and to attempt to keep debt borrowing levels as even as possible from year to year.

The Finance Committee strongly feels the document presented in this year's warrant does not adequately present the full capital needs of the Town over the next 5 years. Last year's plan was voted on by the Town meeting with the intention of being a renewed attempt to follow the Home Rule Charter more closely, which this plan does not do. The plan adopted at last year's ATM identified \$1.6 million in items funded by free cash, in FY 2024, 12 months later, that figure has ballooned to \$4.9 million.

FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE INDEFINITELY POSTPONED (IPP) VOTE: YES-8, NO-0

ROLL CALL VOTES:

Board of Selectmen:

To accept and adopt:

Yeas: 3 (Three): Michael MacAskill, Mary Anderson, Larry Ballantine

Nays: 1 (One): Donald Howell

Finance Committee:

To indefinitely postpone:

Yeas: 8 (Eight): Peter Hughes, Dana DeCosta, Karen Doucette, Mark Kelleher, Mark Ameres, Daniel Tworek, Robert McCready, Michele Gallucci

Nays: 0 (Zero): None

CAPITAL OUTLAY PLAN ARTICLES

CAPITAL OUTLAY PLAN ITEMS FUNDED FROM FREE CASH

ARTICLE 16: To see if the Town will vote to raise and appropriate, transfer from available funds or borrow a sufficient sum of money to fund the items in the table below included in the FY 2024 Capital Outlay Plan, and to act fully thereon. By request of the Board of Selectmen. Estimated cost: \$4,906,922.

	Project	Amount	Department	Uses
1	Beautify the villages of Harwich	50,000	Administration	Designs and plans

2	Engines/Other Fire Equipped Vehicles	350,000	Fire Department	Mini-pumper
3	Equipment replacements	36,580	Fire Department	Dive equipment
4	Wixon Landing improvements	30,000	Harbormaster	Designs and specs
5	Technology reinvestment	387,000	Info. Tech.	Infrastructure, work sta.
6	Equipment replacements	64,115	Police Department	Tasers, ballistic plates
7	Police Cruisers	183,000	Police Department	Annual acquisition
8	Technology replacement	20,000	Police Department	EOC IT upgrades
9	Equipment replacements	75,000	Public Works	Ballfield mower
10	Road maintenance/improvements	700,000	Public Works	In lieu of borrowing
11	Vehicle replacements	515,000	Public Works	Annual item
12	100 Oak Street (Community Center)	145,500	Facilities Maintenance	Bleachers, fans
13	204 Sisson Road (old Middle School)	1,982,427	Facilities Maintenance	Building improvements
14	273 Queen Anne Rd (Transfer Station)	157,300	Facilities Maintenance	Generator
15	ADA compliance requirements	121,000	Facilities Maintenance	Per ADA Report
16	739 Main Street (Brooks Free Library)	90,000	Facilities Maintenance	Supplemental (roof)
TOTAL:		4,906,922		

Finance Committee Recommendation: The Finance Committee recommends no recommendation pending further information, (NRPF). Although there are many items on this list the Finance Committee does support it cannot support the entire list as presented in one article. There was an expectation at the last Town meeting that there would be a business/financial plan put together for this year's Town meeting on the former Middle School at 204 Sisson Road. This plan was not put together despite the best efforts of the Finance Committee to support this. Without adequate information on the future of 204 Sisson Road with regards to the Cultural Center, the Recreation uses, the Municipal needs, the maintenance requirements, staffing, and capital costs needed to support the future uses of the building, the Finance Committee does not support spending above the safety and maintenance cost of the building until the voters can be given the complete vision a business/financial plan would provide.

FINANCE COMMITTEE RECOMMENDS NO RECOMMENDATION PENDING FURTHER INFORMATION (NRPF). VOTE: YES-8, NO-0

ROLL CALL VOTES:

Board of Selectmen:

To accept and adopt:

Yeas: 4 (Four): Michael MacAskill, Mary Anderson, Donald Howell, Larry Ballantine

Nays: 0 (Zero): none

Finance Committee:

To not recommend pending further information:

Yeas: 8 (Eight): Peter Hughes, Dana DeCosta, Karen Doucette, Mark Kelleher, Mark Ameres, Daniel Tworek, Robert McCready, Michele Gallucci

Nays: 0 (Zero): None

CAPITAL OUTLAY PLAN ITEMS FUNDED FROM WATER RETAINED EARNINGS

ARTICLE 17: To see if the Town will vote to raise and appropriate, transfer from available funds or borrow a sufficient sum of money to fund the items in the table below included in the FY 2024 Capital Outlay Plan, and to act fully thereon. By request of the Board of Selectmen and the Water and Wastewater Commission. Estimated cost: \$775,000.

Pavement management plan	175,000
New well source exploration (phase 2)	600,000
Total	775,000

Explanation: This project includes the repaving of access roads at the department’s wellfield located at 85 Depot Rd. Continued deterioration of the access roads makes travel to and from the remote well sites difficult and promotes excessive wear and tear on the department vehicles, especially during snow removal efforts. The purpose of the New Well Source Exploration Phase 2 is to assess potential production capacity of a new well at the site in North Harwich and obtain MassDEP approval of the testing.

Finance Committee Recommendation: The Finance Committee recommends this article be accepted and adopted, and that \$775,000 be transferred from the Water Department retained earnings for this purpose, to fund the FY 2024 pavement management plan and new well construction.

FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED.

VOTE: YES-8, NO-0

ROLL CALL VOTES:

Board of Selectmen:

To accept and adopt:

Yeas: 4 (Four): Michael MacAskill, Mary Anderson, Donald Howell, Larry Ballantine

Nays: 0 (Zero): none

Finance Committee:

To accept and adopt:

Yeas: 8 (Eight): Peter Hughes, Dana DeCosta, Karen Doucette, Mark Kelleher, Mark Ameres, Daniel Tworek, Robert McCready, Michele Gallucci

Nays: 0 (Zero): None

CAPITAL OUTLAY PLAN ITEMS FUNDED FROM CHAPTER 90 FUNDS

ARTICLE 18: To see if the Town will vote to appropriate a sufficient sum of money in Chapter 90 funds to fund the roads maintenance plan in the FY 2024 Capital Outlay Plan, and to act fully thereon. By request of the Board of Selectmen. Estimated cost: \$700,000.

Explanation: The town has traditionally funded road improvements in the amount of \$1,400,000 per year; relying upon a debt exclusion for \$700,000 and the balance coming from Chapter 90. As you saw under Article 16 on Line #10, the Town is seeking to fund the traditional amount with \$700,000 appropriated via free cash and the balance from this article; thereby foregoing a debt exclusion for road improvement projects.

Finance Committee Recommendation: The Finance Committee recommends this article be accepted and adopted, and that \$700,000 be transferred from State held Chapter 90 funds to fund the ongoing Town roads maintenance program. These are matching funds provided by the Commonwealth of Massachusetts.

FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED. VOTE: YES-8, NO-0

ROLL CALL VOTES:

Board of Selectmen:

To accept and adopt:

Yeas: 4 (Four): Michael MacAskill, Mary Anderson, Donald Howell, Larry Ballantine

Nays: 0 (Zero): none

Finance Committee:

To accept and adopt:

Yeas: 8 (Eight): Peter Hughes, Dana DeCosta, Karen Doucette, Mark Kelleher, Angelo LaMantia, Mark Ameres, Robert McCready, Michele Gallucci

Nays: 0 (Zero): None

WEST HARWICH ROUTE 28 SEWER MAIN INSTALLATION

ARTICLE 19: To see if the Town will vote to raise and appropriate, transfer from available funds, or borrow a sum of money for the design, permitting, and construction of a dry sewer pipe along Route 28 including any and all other costs incidental and related thereto; provided that any borrowing authorized hereunder shall be contingent on the passage of a Proposition 2 and ½ debt exclusion vote; and to act fully thereon. By request of the Board of Selectmen. Estimated cost: \$6,500,000.

Explanation: Funds approved under this article would be used to construct a dry sewer pipe for future use on Route 28 in West Harwich from the Dennis town line to the Herring River Bridge. The Massachusetts Department of Transportation (Mass DOT) is planning to repave this stretch of Route 28 in 2024. Once Mass DOT completes its paving project, a road cut moratorium will be placed on this stretch of Route 28 for 5 years.

Finance Committee Recommendation: The Finance Committee recommends this article be accepted and adopted with the amount of \$6,500,000 to be borrowed for this purpose. The Finance Committee recommends this article as a continuation of the Wastewater Project along Route 28. It is intended to install dry pipes in the ground before the State makes road improvements and

resurfaces Route 28. Once Route 28 is resurfaced by the State this will prevent future road openings on that road for 5 years. This amount is subject to a ballot vote.

PROPOSITION 2 ½ Debt Exclusion – There will be a companion Ballot Question on the Annual Town Election Warrant.

FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED. VOTE: YES-8, NO-0

ROLL CALL VOTES:

Board of Selectmen:

To accept and adopt:

Yeas: 4 (Four): Michael MacAskill, Mary Anderson, Donald Howell, Larry Ballantine

Nays: 0 (Zero): none

Finance Committee:

To accept and adopt:

Yeas: 8 (Eight): Peter Hughes, Dana DeCosta, Karen Doucette, Mark Kelleher, Angelo LaMantia, Mark Ameres, Robert McCready, Michele Gallucci

Nays: 0 (Zero): None

WEST HARWICH ROUTE 28 WATER MAIN REPLACEMENT

ARTICLE 20: To see if the Town will vote to raise and appropriate, transfer from available funds, or borrow a sum of money to complete the design, permitting, and construction of the Route 28 water main replacement project including any and all other costs incidental and related thereto, and to act fully thereon.

By request of the Board of Selectmen and the Water and Wastewater Commission. Estimated cost: \$17,500,000.

Explanation: The proposed project includes the removal and replacement of approximately 2.4 miles of undersized 1930's and 1940's era cast iron water main with a new 12" water line and includes a horizontally directionally drilled water main beneath the Herring River improving the resiliency and redundancy of the West Harwich service area. The project area includes the segment of Route 28 between Lower County Road and the Dennis town line. The existing water main along Route 28 is beyond its useful life. This section of water main has experienced several large water main breaks requiring large distribution system shut downs due to limited & aging gate valves.

Finance Committee Recommendation: The Finance Committee recommends this article be accepted and adopted with the amount of \$17,500,000 to be borrowed for this purpose. In addition to the installation of dry sewer pipes along this road the need to bring the water mains up to date before the State resurfaces this portion of Route 28 is just as important. Once Route 28 is

resurfaced by the State this will prevent future road openings on that road for 5 years. This amount is subject to a ballot vote.

FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED.

VOTE: YES-8, NO-0

ROLL CALL VOTES:

Board of Selectmen:

To accept and adopt:

Yeas: 4 (Four): Michael MacAskill, Mary Anderson, Donald Howell, Larry Ballantine

Nays: 0 (Zero): none

Finance Committee:

To accept and adopt:

Yeas: 8 (Eight): Peter Hughes, Dana DeCosta, Karen Doucette, Mark Kelleher, Angelo LaMantia, Mark Ameres, Robert McCready, Michele Gallucci

Nays: 0 (Zero): None

EAST HARWICH WASTEWATER COLLECTION SYSTEM EXPANSION

ARTICLE 21: To see if the Town will vote to raise and appropriate, transfer from available funds, or borrow a sum of money to implement Phase 3 and portions of Phase 8 of the Town of Harwich Comprehensive Wastewater Management Plan (CWMP), approved by the Massachusetts Secretary of Energy and Environmental Affairs in a Massachusetts Environmental Policy Act Certificate dated May 13, 2016, consisting of the design, permitting, and construction of sewers in the Pleasant Bay Watershed, including any and all other costs incidental and related thereto; provided that any borrowing authorized hereunder shall be contingent on the passage of a Proposition 2 and ½ debt exclusion vote, and to act fully thereon. By request of the Board of Selectmen. Estimated cost: \$50,000,000.

Explanation: The proposed wastewater collections system will satisfy the nitrogen removal requirements set forth in the Pleasant Bay Watershed Permit for the Round Cove and Pleasant Bay sub-watersheds. Wastewater generated from the Phase 3 project will be conveyed and treated at the Chatham WWTP under the existing inter-municipal agreement. The estimated cost of construction is anticipated to be reduced by up to 35% through principal forgiveness provided by the Disadvantaged Communities Program, infrastructure bill, and Cape Cod Water Protection Fund. It is also anticipated that the State Revolving Fund loan for this project will be provided with 0% interest.

Finance Committee Recommendation: The Finance Committee recommends this article be accepted and adopted with the amount of \$50,000,000 to be borrowed for this purpose. The Finance Committee recommends this article as a continuation of the Wastewater Project Phase 3 and portions of Phase 8 along the Pleasant Bay Water Shed.

PROPOSITION 2 ½ Debt Exclusion – There will be a companion Ballot Question on the Annual Town Election Warrant.

**FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED.
VOTE: YES-8, NO-0**

ROLL CALL VOTES:

Board of Selectmen:

To accept and adopt:

Yeas: 4 (Four): Michael MacAskill, Mary Anderson, Donald Howell, Larry Ballantine

Nays: 0 (Zero): none

Finance Committee:

To accept and adopt:

Yeas: 8 (Eight): Peter Hughes, Dana DeCosta, Karen Doucette, Mark Kelleher, Angelo LaMantia, Mark Ameres, Robert McCready, Michele Gallucci

Nays: 0 (Zero): None

COMMUNITY PRESERVATION COMMITTEE ARTICLES

COMMUNITY PRESERVATION ACT – LAND BANK DEBT SERVICE

ARTICLE 22: To see if the Town will vote to appropriate from Community Preservation Act Funds - \$166,650.00 from the FY 2022 Undesignated Fund Balance to fund the payment of Land Bank Debt Service; and to act fully thereon. By request of the Community Preservation Committee. Estimated Cost: \$166,650.00.

Finance Committee Recommendation: The Finance Committee recommends this article be accepted and adopted, and that \$166,650 be transferred from Community Preservation Act funds for this purpose. This will make the final payment on the Land Bank debt.

**FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED.
VOTE: YES-8, NO-0**

ROLL CALL VOTES:

Board of Selectmen:

To accept and adopt:

Yeas: 4 (Four): Michael MacAskill, Mary Anderson, Donald Howell, Larry Ballantine

Nays: 0 (Zero): none

Finance Committee:

To accept and adopt:

Yeas: 8 (Eight): Peter Hughes, Dana DeCosta, Karen Doucette, Mark Kelleher, Mark Ameres, Daniel Tworek, Robert McCready, Michele Gallucci

Nays: 0 (Zero): None

COMMUNITY PRESERVATION ACT – HOUSEKEEPING EXPENSES

ARTICLE 23: To see if the Town will vote to appropriate or reserve for future appropriation the following sums of money from the FY 2024 estimated annual revenues of the Harwich Community Preservation Act Fund as required by G.L., Chapter 44B and Chapter 149, §298 of the Acts of 2004 as follows:

- A sum of money for the acquisition, creation, and preservation of open space;
- A sum of money for the acquisition, preservation, restoration, and rehabilitation of historic resources;
- A sum of money for the acquisition, creation, preservation, and support of community housing;
- A sum of money for Administrative Expenses;
- And the remainder of Estimated Annual Revenues to be placed in the Undesignated Fund Balance to be available for use for open space, historic, community housing, and recreation in accordance with the Community Preservation Act requirements.

APPROPRIATION/RESERVES	FY 2024
Open Space Reserve	\$ 198,700.00
Historic Preservation Reserve	\$ 198,700.00
Community Housing Reserve	\$ 198,700.00
Administrative Expenses – appropriate from estimate annual revenue	\$ 50,000.00

and to act fully thereon. By request of the Community Preservation Committee.

Finance Committee Recommendation: The Finance Committee recommends no recommendation pending further information, (NRPFI), when, at the time of the printing of the warrant, it had insufficient or incomplete information to make an informed recommendation. It does not imply a negative view, only an incomplete understanding of the article at the print deadline. The Finance Committee will make its final recommendation at Town meeting after having received further information.

FINANCE COMMITTEE RECOMMENDS NO RECOMMENDATION PENDING FURTHER INFORMATION (NRPFI) VOTE: YES-8, NO-0

ROLL CALL VOTES:

Board of Selectmen:

To accept and adopt:

Yeas: 4 (Four): Michael MacAskill, Mary Anderson, Donald Howell, Larry Ballantine

Nays: 0 (Zero): none

Finance Committee:

No recommendation pending further information:

Yeas: 8 (Eight): Peter Hughes, Dana DeCosta, Karen Doucette, Mark Kelleher, Angelo LaMantia, Mark Ameres, Robert McCready, Michele Gallucci

Nays: 0 (Zero): None

COMMUNITY PRESERVATION ACT – HERRING RIVER LAND PRESERVATION PROJECT

ARTICLE 24: To see if the Town will vote to appropriate from Community Preservation Act Funds 125,000.00 from the Open Space Reserve to fund the Bells Neck Road-Herring River

Land Preservation Project; Any funds left unspent from this Article are to be returned to the Community Preservation Act Fund – Open Space Reserve; and to act fully thereon. By request of the Community Preservation Committee. Estimated Cost: \$125,000.00.

Finance Committee Recommendation: The Finance Committee recommends this article be accepted and adopted, and that \$125,000 be transferred from Community Preservation Act funds for this purpose.

**FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED.
VOTE: YES-8, NO-0**

ROLL CALL VOTES:

Board of Selectmen:

To accept and adopt:

Yeas: 4 (Four): Michael MacAskill, Mary Anderson, Donald Howell, Larry Ballantine

Nays: 0 (Zero): none

Finance Committee:

To accept and adopt:

Yeas: 8 (Eight): Peter Hughes, Dana DeCosta, Karen Doucette, Mark Kelleher, Angelo LaMantia, Mark Ameres, Robert McCready, Michele Gallucci

Nays: 0 (Zero): None

**COMMUNITY PRESERVATION ACT – FUNDING HARWICH AFFORDABLE HOUSING
TRUST FUND**

ARTICLE 25: To see if the Town will vote to appropriate from Community Preservation Act Funds \$500,000.00 with \$14,351.51 from the Undesignated Reserves, \$210,000 from the Community Housing Reserve, \$84,448.49 from the FY 2024 Estimated Revenue Undesignated Reserve and \$191,200.00 from the FY 2024 Estimated Revenue Community Housing Reserve to fund the Affordable Housing Trust; and to act fully thereon. By request of the Community Preservation Committee. Estimated Cost: \$500,000.00.

Finance Committee Recommendation: The Finance Committee recommends this article be accepted and adopted, and that \$250,000 be transferred from Community Preservation Act funds for this purpose.

**FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED.
VOTE: YES-8, NO-0**

ROLL CALL VOTES:

Board of Selectmen:

Michael MacAskill, Mary Anderson, Donald Howell, Larry Ballantine

To accept and adopt:

Yeas: 0 (Zero):

Nays: 0 (Zero): none

Finance Committee:

To accept and adopt:

Yeas: 8 (Eight): Peter Hughes, Dana DeCosta, Karen Doucette, Mark Kelleher, Angelo LaMantia, Mark Ameres, Robert McCready, Michele Gallucci

Nays: 0 (Zero): None

COMMUNITY PRESERVATION ACT – LOWER CAPE HOUSING INSTITUTE

ARTICLE 26: To see if the Town will vote to appropriate from Community Preservation Act Funds - \$7,500.00 from FY 2024 Estimated Annual Revenue to fund the Lower Cape Housing Institute; Any funds left unspent from this Article are to be returned to the Community Preservation Act Fund – Community Housing Reserve; and to act fully thereon. By request of the Community Preservation Committee. Estimated Cost: \$7,500.00.

Finance Committee Recommendation: The Finance Committee recommends this article be accepted and adopted, and that \$7,500 be transferred from Community Preservation Act funds for this purpose.

FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED.

VOTE: YES-7, NO-0, ABSTAINED-1

ROLL CALL VOTES:

Board of Selectmen:

To accept and adopt:

Yeas: 3 (Three): Michael MacAskill, Mary Anderson, Larry Ballantine

Nays: 0 (Zero): None

Abstention: 1 (One) Donald Howell

Finance Committee:

To accept and adopt:

Yeas: 7 (Seven): Peter Hughes, Dana DeCosta, Karen Doucette, Mark Kelleher, Angelo LaMantia, Mark Ameres, Michele Gallucci

Nays: 0 (Zero): None

Abstained: 1 (One): Robert McCready

COMMUNITY PRESERVATION ACT – BROOKS ACADEMY RENOVATIONS

ARTICLE 27: To see if the Town will vote to appropriate from Community Preservation Act Funds - \$640,000.00 to fund the Exterior Preservation and Window Restoration at Brooks Academy Museum and an additional \$50,000.00 to fund combination storm windows in the event that the preservationists determine that combination storm windows are necessary to the preservation, said appropriations consisting of \$250,000.00 from the Historic Preservation Reserve, \$198,700.00 from FY 2024 Estimated Annual Revenue for Historic Preservation, and \$241,300.00 from FY Estimated Annual Revenue; Any funds left unspent from this Article are to be returned to the Community Preservation Act Fund – Historic Preservation Reserve; and to act fully thereon. By request of the Community Preservation Committee. Estimated Cost: \$690,000.

Finance Committee Recommendation: The Finance Committee recommends this article be accepted and adopted, and that \$690,000 be transferred from Community Preservation Act funds for this purpose.

**FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED.
VOTE: YES-7, NO-1**

ROLL CALL VOTES:

Board of Selectmen:

To accept and adopt:

Yeas: 4 (Four): Michael MacAskill, Mary Anderson, Donald Howell, Larry Ballantine

Nays: 0 (Zero): none

Finance Committee:

To accept and adopt:

Yeas: 7 (Seven): Peter Hughes, Dana DeCosta, Karen Doucette, Mark Kelleher, Mark Ameres, Robert McCready, Michele Gallucci

Nays: 1 (One): Angelo LaMantia

COMMUNITY PRESERVATION ACT – WAR MEMORIALS PROJECT

ARTICLE 28: To see if the Town will vote to appropriate from Community Preservation Act Funds - \$256,282.40 from FY2024 Estimated Annual Revenue to fund the Revolutionary War and Civil War Memorial to be located at the Evergreen Cemetery; Any funds left unspent from this Article are to be returned to the Community Preservation Act Fund – Undesignated Fund Balance; and to act fully thereon. By request of the Community Preservation Committee. Estimated Cost: \$256,282.40.

Finance Committee Recommendation: The Finance Committee recommends this article be accepted and adopted, and that \$256,282 be transferred from Community Preservation Act funds for this purpose.

**FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED.
VOTE: YES-7, NO-1**

ROLL CALL VOTES:

Board of Selectmen:

To accept and adopt:

Yeas: 4 (Four): Michael MacAskill, Mary Anderson, Donald Howell, Larry Ballantine

Nays: 0 (Zero): none

Finance Committee:

To accept and adopt:

Yeas: 7 (Seven): Peter Hughes, Dana DeCosta, Karen Doucette, Mark Kelleher, Angelo LaMantia, Mark Ameres, Michele Gallucci

Nays: 1 (One): Robert McCready

COMMUNITY PRESERVATION ACT – PRESERVATION OF 203 BANK STREET OLD
FIRE STATION

ARTICLE 29: To see if the Town will vote to appropriate from Community Preservation Act Funds - \$350,000.00 from FY2024 Estimated Annual Revenue to fund the 203 Bank Street Preservation of the Old Fire Station; and to authorize the Board of Selectmen to accept an historic preservation restriction on the property. Any funds left unspent from this Article are to be returned to the Community Preservation Act Fund – Undesignated Fund Balance; and to act fully thereon. By request of the Community Preservation Committee. Estimated Cost: \$350,000.00.

Finance Committee Recommendation: The Finance Committee recommends this article be accepted and adopted, and that \$350,000 be transferred from Community Preservation Act funds for this purpose.

**FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED.
VOTE: YES-6, NO-2**

ROLL CALL VOTES:

Board of Selectmen:

To accept and adopt:

Yeas: 4 (Four): Michael MacAskill, Mary Anderson, Donald Howell, Larry Ballantine

Nays: 0 (Zero): none

Finance Committee:

To accept and adopt:

Yeas: 6 (Six): Peter Hughes, Mark Kelleher, Angelo LaMantia, Mark Ameres, Robert McCready, Michele Gallucci

Nays: 2 (Two): Dana DeCosta, Karen Doucette

COMMUNITY PRESERVATION ACT – OAK STREET BIKE PATH CROSSING LIGHTS

ARTICLE 30: To see if the Town will vote to appropriate from Community Preservation Act Funds - \$13,000.00 from FY2024 Estimated Annual Revenue to fund the Oak Street Bike Path Crossing Lights Project; Any funds left unspent from this Article are to be returned to the Community Preservation Act Fund – Undesignated Fund Balance; and to act fully thereon. By request of the Community Preservation Committee. Estimated Cost: \$13,000.00.

Finance Committee Recommendation: The Finance Committee recommends this article be accepted and adopted, and that \$13,000 be transferred from Community Preservation Act funds for this purpose.

**FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED.
VOTE: YES-8, NO-0**

ROLL CALL VOTES:

Board of Selectmen:

To accept and adopt:

Yeas: 4 (Four): Michael MacAskill, Mary Anderson, Donald Howell, Larry Ballantine

Nays: 0 (Zero): none

Finance Committee:

To accept and adopt:

Yeas: 8 (Eight): Peter Hughes, Dana DeCosta, Karen Doucette, Mark Kelleher, Angelo LaMantia, Mark Ameres, Robert McCready, Michele Gallucci

Nays: 0 (Zero): None

COMMUNITY PRESERVATION ACT – SENIOR SOFTBALL FIELDS RESTROOMS

ARTICLE 31: To see if the Town will vote to appropriate from Community Preservation Act Funds - \$150,000.00 from FY2024 Estimated Annual Revenue to fund the Senior Softball Fields Restroom Project; Any funds left unspent from this Article are to be returned to the Community Preservation Act Fund – Undesignated Fund Balance; and to act fully thereon. By request of the Community Preservation Committee. Estimated Cost: \$150,000.00.

Finance Committee Recommendation: The Finance Committee recommends this article be accepted and adopted, and that \$150,000 be transferred from Community Preservation Act funds for this purpose.

FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED.

VOTE: YES-8, NO-0

ROLL CALL VOTES:

Board of Selectmen:

To accept and adopt:

Yeas: 4 (Four): Michael MacAskill, Mary Anderson, Donald Howell, Larry Ballantine

Nays: 0 (Zero): none

Finance Committee:

To accept and adopt:

Yeas: 8 (Eight): Peter Hughes, Dana DeCosta, Karen Doucette, Mark Kelleher, Angelo LaMantia, Mark Ameres, Robert McCready, Michele Gallucci

Nays: 0 (Zero): None

COMMUNITY PRESERVATION ACT – RESURFACE COURTS AT BROOKS PARK

ARTICLE 32: To see if the Town will vote to appropriate from Community Preservation Act Funds - \$110,000.00 from 2024 Estimated Annual Revenue to fund the Brooks Park Tennis Court/Pickle Ball Resurfacing Project; Any funds left unspent from this Article are to be returned to the Community Preservation Act Fund – Undesignated Fund Balance; and to act fully thereon. By request of the Community Preservation Committee. Estimated Cost: \$110,000.00.

Finance Committee Recommendation: The Finance Committee recommends this article be accepted and adopted, and that \$110,000 be transferred from Community Preservation Act funds for this purpose.

**FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED.
VOTE: YES-8, NO-0**

ROLL CALL VOTES:

Board of Selectmen:

To accept and adopt:

Yeas: 4 (Four): Michael MacAskill, Mary Anderson, Donald Howell, Larry Ballantine

Nays: 0 (Zero): none

Finance Committee:

To accept and adopt:

Yeas: 8 (Eight): Peter Hughes, Dana DeCosta, Karen Doucette, Mark Kelleher, Angelo LaMantia,

Mark Ameres, Robert McCready, Michele Gallucci

Nays: 0 (Zero): None

**COMMUNITY PRESERVATION ACT – ADDITIONAL FUNDING: SAND POND
RESTROOM PROJECT**

ARTICLE 33: To see if the Town will vote to appropriate from Community Preservation Act Funds - \$35,000.00 from FY 2024 Estimated Annual Revenue to fund the Sand Pond Restroom additional funding request; Any funds left unspent from this Article are to be returned to the Community Preservation Act Fund – Undesignated Fund Balance; and to act fully thereon. By request of the Community Preservation Committee. Estimated Cost: \$35,000.00.

Finance Committee Recommendation: The Finance Committee recommends this article be accepted and adopted, and that \$35,000 be transferred from Community Preservation Act funds for this purpose.

**FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED.
VOTE: YES-8, NO-0**

ROLL CALL VOTES:

Board of Selectmen:

To accept and adopt:

Yeas: 4 (Four): Michael MacAskill, Mary Anderson, Donald Howell, Larry Ballantine

Nays: 0 (Zero): none

Finance Committee:

To accept and adopt:

Yeas: 8 (Eight): Peter Hughes, Dana DeCosta, Karen Doucette, Mark Kelleher, Angelo LaMantia,

Mark Ameres, Robert McCready, Michele Gallucci

Nays: 0 (Zero): None

COMMUNITY PRESERVATION ACT – SKINEQUIT POND REMEDIATION PROJECT

ARTICLE 34: To see if the Town will vote to appropriate from Community Preservation Act Funds - \$92,000.00 from FY2024 Estimated Annual Revenue to fund the Skinequit Pond Remediation Project; Any funds left unspent from this Article are to be returned to the Community

Preservation Act Fund – Undesignated Fund Balance; and to act fully thereon. By request of the Community Preservation Committee. Estimated Cost: \$92,000.00.

Finance Committee Recommendation: The Finance Committee recommends this article be accepted and adopted, and that \$92,000 be transferred from Community Preservation Act funds for this purpose.

**FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED.
VOTE: YES-8, NO-0**

ROLL CALL VOTES:

Board of Selectmen:

To accept and adopt:

Yeas: 4 (Four): Michael MacAskill, Mary Anderson, Donald Howell, Larry Ballantine

Nays: 0 (Zero): none

Finance Committee:

To accept and adopt:

Yeas: 8 (Eight): Peter Hughes, Dana DeCosta, Karen Doucette, Mark Kelleher, Angelo LaMantia, Mark Ameres, Robert McCready, Michele Gallucci

Nays: 0 (Zero): None

ACCEPT MGL, C.41, SECTION 110A

ARTICLE 35: To see if the Town will vote to accept the provisions of G.L., Chapter 41, §110A relative to office hours on Saturday; or take any other action relative thereto. By request of the Board of Selectmen and the Town Clerk.

Explanation: Recent statewide legislation, collectively referred to as the VOTES Act, made significant changes to election laws including voter registration deadlines. New registration deadlines now fall almost exclusively on Saturdays. Acceptance of Massachusetts General Laws, Chapter 41, Section 110A would allow the Town Clerk's Office to remain closed on Saturdays, and to adjust the voter registration deadline to the preceding Friday at 5:00 PM, for local elections. It will not impact voter registration deadlines for state elections, state primaries, or presidential primaries. If the Clerk's Office ever anticipated large voter registration turnout, the Town Clerk could set the deadline for the Saturday date.

Finance Committee Recommendation: The Finance Committee recommends this article be accepted and adopted to support the Town Clerk for future elections.

**FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED.
VOTE: YES-8, NO-0**

ROLL CALL VOTES:

Board of Selectmen:

To accept and adopt:

Yeas: 4 (Four): Michael MacAskill, Mary Anderson, Donald Howell, Larry Ballantine

Nays: 0 (Zero): none

Finance Committee:

To accept and adopt:

Yeas: 8 (Eight): Peter Hughes, Dana DeCosta, Karen Doucette, Mark Kelleher, Mark Ameres, Daniel Tworek, Robert McCready, Michele Gallucci

Nays: 0 (Zero): None

BYLAW AMENDMENTS

AMEND GENERAL BYLAWS, CHAPTER 300 – WATER

ARTICLE 36: To see if the Town will vote to amend the General Bylaws, Chapter 300 Water, by amending the schedule of fines as set forth below (Text to be added is in bold. Text to be deleted is shown as strikethrough):

“§ 300-1. Authority.

ARTICLE I

Water Supply Emergency

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.

§ 300-8. Authority.

ARTICLE II

Water Use Restriction

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;"

Or to take any other action relative thereto. By request of the Board of Water/Wastewater Commission.

Finance Committee Recommendation: The Finance Committee recommends this article be accepted and adopted to support increases fines for water use violations.

FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED.

VOTE: YES-8, NO-0

ROLL CALL VOTES:

Board of Selectmen:

To accept and adopt:

Yeas: 4 (Four): Michael MacAskill, Mary Anderson, Donald Howell, Larry Ballantine

Nays: 0 (Zero): None

Finance Committee:

To accept and adopt:

Yeas: 8 (Eight): Peter Hughes, Dana DeCosta, Karen Doucette, Mark Kelleher, Mark Ameres, Daniel Tworek, Robert McCready, Michele Gallucci

Nays: 0 (Zero): None

AMEND ZONING BYLAW – CHAPTER 325, ARTICLE V USE REGULATIONS

ARTICLE 37: To see if the Town will vote to amend the Code of the Town Of Harwich §325 Article V Section 14. T **Supplemental regulations.** as shown below. (Deleted words are shown as strikethrough. New text is shown in bold and underlined):

- T. Single- Family dwelling with accessory apartment.
 1. Purpose. The intent of permitting accessory apartments is to:
 - a) Increase the number of small dwelling units available for rent in Town;
 - b) Increase the range of choices of housing accommodations;
 - c) Encourage greater diversity of **the demographic** population with particular attention to young adults and senior citizens; and
 - d) Encourage a more economic and energy-efficient use of the Town's housing supply while maintaining the appearance and character of the Town's single-family neighborhoods.
 2. Definitions.

- a) **Dwelling, Single-Family with Accessory Apartment - A single-family dwelling as a principal use, along with a dwelling unit serving as a separate accessory apartment that is, either located within the principal dwelling, attached to it or in a detached residential accessory building on the same lot. The accessory apartment shall be a self-contained dwelling unit containing a kitchen, bedroom(s) and bathroom facilities. Accessory dwellings shall have their own separate access from the principal dwelling unit. The accessory apartment shall be an accessory use related to the principal single family dwelling use.**
 - b) Owner - One or more individuals holding title to the property.
3. Criteria. – An accessory apartment is allowable within a single-family dwelling, either attached or detached, provided that the following criteria have been satisfied:
- a) Only one accessory apartment is permitted for each principal dwelling unit.
 - b) The accessory apartment may not be held in separate ownership from the principal use.
 - c) Only one of the principal dwelling or accessory apartment may be rented at any given time and if rented, shall be rented for a term of no less than six consecutive months. **Prior to the issuance of a Building Permit, the Owner shall submit a notarized affidavit that states that the owner is or will be in residence in one of the units.**
 - d) The accessory apartment shall ~~have a net floor area not exceeding 1/2 of the net floor area of the principal dwelling unit and not more than 900 square feet~~ **not exceed 1,000 square feet of gross floor area.**
 - e) The accessory apartment shall have not more than two bedrooms.
 - f) At least one off-street parking space shall be provided for the accessory apartment.
- ~~(g) The minimum lot area required for a parcel to allow an accessory apartment shall not be less than 15,000 square feet if the parcel is situated in an RH-1, CV, CH-1, MRL or MRL-1 District; 20,000 square feet if situated in an RL, RM or RR District; and 40,000 square feet if situated in a Water Resource (WR) Overlay District. For parcels existing within an approved open space residential development or cluster subdivision, the lots size shall be consistent with the endorsed plan.~~
- ~~hg).~~ The accessory apartment shall be designed so that, to the degree reasonably feasible, the appearance of the property remains that of a single-family property with matching materials, colors, window styles and roof design for one structure, if the apartment is attached, or for both structures, if the apartment is detached.
 - ~~ih).~~ The principal dwelling unit and accessory apartment shall meet all **Board of Health** wastewater treatment requirements for the combined number of bedrooms.

- ji). The proposed use shall not exceed the building or site coverage ~~in~~ for the applicable Zoning District.
- kj). If an addition to the principal dwelling is to be built constructed for the ~~proposed use accessory apartment~~, the addition shall ~~be set back from front, side and rear lot lines the distance required in the zoning district for new construction~~ comply all with setback requirements in the applicable Zoning District.
- k). The Zoning Board of Appeals may grant a Special Permit for preexisting nonconforming principal dwellings and residential accessory buildings that do not comply with the setback or lot coverage requirements in the applicable Zoning District.

The Building Commissioner shall determine compliance with said criteria following receipt of the application for a building permit for a change in use and/or for construction of the said accessory apartment.

- l). Upon receipt of a complete Building Permit application for a change or expansion of use for construction of the accessory apartment, the Building Commissioner shall determine compliance with the Criteria listed above.

- 4. A determination that the owner has failed to comply with the forgoing criteria shall be evidence that the rights and benefits conferred hereunder are null and void and the elements that make the accessory apartment a separate dwelling unit shall be removed from the property within 90 days of said determination, with the owner to comply with all requirements of the State Building Code and Town Zoning in removing elements determined to be unpermitted. If the Building Commissioner makes a determination that the owner is not in compliance with the Criteria listed above, including Criteria (3)c. above, after the issuance of a Certificate of Occupancy, the Owner may be subject to fines for the Zoning violation. In addition to being fined, the approval of the accessory apartment may be revoked, if the Owner does not correct a Zoning violation within 30 days. If the approval of the accessory apartment is revoked by the Building Commissioner, the owner will be required to remove the improvements that were constructed to create the accessory apartment within 90 days of said determination. The owner shall comply with all requirements of the State Building Code in restoring the principal dwelling or detached structure to its condition prior to the construction of the accessory apartment.

Or to take any other action relative thereto. By request of the Planning Board.

Explanation: The amendment includes a new definition of Accessory Apartment. The minimum lot sizes required for accessory apartments in various Zoning Districts were deleted in an effort to

allow for more accessory apartments. A new requirement for the owner to sign an affidavit that requires accessory apartments to be leased for a term of no less than six months was inserted to help provide more year-round rental housing units. The principal dwelling and accessory apartment must comply with all Board of Health requirements for on-site septic systems. The Board of Appeals may grant Special Permits to provide relief on non-conforming properties. This amendment will help to address some of the Town's housing issues by allowing for more accessory apartments. This will increase the housing supply, provide an alternative to large single-family homes and provide people with less expensive housing options.

Finance Committee Recommendation: The Finance Committee recommends this article be accepted and adopted to support increases in low cost housing options.

**FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED.
VOTE: YES-8, NO-0**

ROLL CALL VOTES:

Board of Selectmen:

Michael MacAskill, Mary Anderson, Donald Howell, Larry Ballantine

To accept and adopt:

Yeas: 0 (Zero):

Nays: 0 (Zero): None

Finance Committee:

To accept and adopt:

Yeas: 8 (Eight): Peter Hughes, Dana DeCosta, Karen Doucette, Mark Kelleher, Mark Ameres,
Daniel Tworek, Robert McCready, Michele Gallucci

Nays: 0 (Zero): None

**AMEND ZONING BYLAW – CHAPTER 325, ARTICLE XVII FLOODPLAIN
REGULATIONS**

ARTICLE 38: To amend the Code of the Town Of Harwich Article XVII §325 – Floodplain Regulations by deleting the entire existing section and replacing it with the following new Floodplain Regulations.

Article XVII

Floodplain Regulations

§ 325-104 Purpose

The purpose of the Floodplain Overlay District is to:

- 1. Promote flood resiliency through planning and design;**
- 2. Reduce the creation of new public safety hazards caused by new construction and redevelopment in flood zones;**
- 3. Reducing the occurrence of public emergencies resulting from adversely impacting water quality, contamination, and pollution due to flooding;**
- 4. Reducing the loss of utility services which if damaged by flooding would disrupt or shut down the utility network and impact regions of the community beyond the site**

of flooding;

5. Reducing costs and safety risks associated with the response and cleanup of flooding conditions;

Reducing damage to public and private property resulting from flooding waters.

§ 325-105 Establishment Of Floodplain Districts

The Floodplain District is herein established as an overlay district superimposed over the underlying Zoning Districts. The district includes all Special Flood Hazard Areas within the Town of Harwich designated as Zones A, AE, AH, AO, A99, V, or VE on the Barnstable County Flood Insurance Rate Map (FIRM) dated July 16, 2014 issued by the Federal Emergency Management Agency (FEMA) for the administration of the National Flood Insurance Program. The exact boundaries of the Districts shall be defined by the 1% chance base flood elevations shown on the FIRM and further defined by the Barnstable County Flood Insurance Study (FIS) report dated July 16, 2014. All flood zones referenced within this Floodplain Overlay District Bylaw shall mean the flood zones designated on the FIRM dated July 16, 2014. The FIRM and FIS report are incorporated herein by reference and are on file with the Town Clerk, Planning Board, Building Department and Conservation Commission.

§ 325-106 Abrogation

The floodplain management provisions found in this Floodplain Overlay District Bylaw shall take precedence over and shall supersede any less restrictive, conflicting sections of the Zoning Bylaws, Code of the Town of Harwich or regulations in the Town of Harwich.

§ 325-107 Relation to Other Districts.

The Floodplain Overlay District is superimposed over the other Zoning Districts shown on the Official Zoning Map. All buildings, structures, uses or land included within the Floodplain Overlay District shall be subject to all the restrictions and regulations of the underlining Zoning District in addition to those set forth in this article.

§ 325-108 Designation of Floodplain Administrator

The Town of Harwich hereby designates the Building Commissioner to be the official Floodplain Administrator for the Town.

§ 325-109 Degree Of Protection

The degree of flood protection required by this bylaw is considered reasonable but does not imply total flood protection.

§ 325-110 Severability

The degree of flood protection required by this Floodplain Overlay District Bylaw is based on reasonable scientific and engineering considerations but does not imply total flood protection. This Bylaw shall not create liability on the part of the Town of Harwich or any officer or employee thereof for any flood damage that may result

from reliance on the provisions hereof, or from any administrative decision made hereunder.

§ 325-111 Requirement To Submit New Technical Data

If the Town acquires data that changes the base flood elevation in the FEMA mapped Special Flood Hazard Areas, the Town will, within 6 months, notify FEMA of these changes by submitting the technical or scientific data that supports the change(s.) Notification shall be submitted to: FEMA Region I Risk Analysis Branch Chief, 99 High St., 6th floor, Boston, MA 02110 and a copy of notification to: Massachusetts NFIP State Coordinator, MA Dept. of Conservation & Recreation, 251 Causeway Street, Boston, MA 02114.

§ 325-112 Unnumbered A Zones

In A Zones, in the absence of FEMA Base Flood Elevation (BFE) and/or floodway data, the Town of Harwich Building Department shall reasonably obtain, review and utilize base flood elevation and floodway data available from a Federal, State, or other source for determining whether residential and nonresidential structures must be elevated to or above base flood level, whether floodproofing is required or whether encroachments in floodways should be prohibited.

§ 325-113 Floodway Encroachments

In Zones A and AE, along watercourses that have not had a regulatory floodway designated, the best available Federal, State, local, or other floodway data shall be used to prohibit encroachments in floodways which would result in any increase in flood levels within the community during the occurrence of the base flood discharge.

In Zone AE, along watercourses that have a regulatory floodway designated on the Town's FIRM, encroachments are prohibited in the regulatory floodway which would result in any increase in flood levels within the community during the occurrence of the base flood discharge.

§ 325-114 Watercourse Alterations or Relocations in Riverine Areas

In a riverine situation, the Floodplain Administrator shall notify the following entities of any alteration or relocation of a watercourse:

- Adjacent Communities, especially upstream and downstream;
- NFIP State Coordinator: Massachusetts Department of Conservation and Recreation, 251 Causeway Street, 8th floor, Boston, MA 02114.
- NFIP Program Specialist - Federal Emergency Management Agency, Region I, 99 High Street, 6th Floor, Boston, MA 02110.

§ 325-115 Drainage Requirements in AO and AH Zones

Before any activity that constitutes Development, New Construction, Substantial Improvement, Site Alterations or Subdivision (as those terms are defined herein) is commenced within Zones AO and AH on the FIRM, the Floodplain Administrator shall confirm that the work includes adequate drainage paths around structures on slopes to guide floodwaters around and away from proposed structures.

§ 325-116 Recreational Vehicles

In A, AH, AE, VE, and V Zones , all recreational vehicles to be placed on a site must be elevated and anchored in accordance with the zone’s regulations for foundation and elevation requirements or be on the site for less than 180 consecutive days or be fully licensed and highway ready.

§ 325-117 Permit Requirements

The Town of Harwich requires a permit for all proposed construction or other development in the Floodplain Overlay District, including new construction or changes to existing buildings, placement of manufactured homes, placement of agricultural facilities, fences, sheds, storage facilities or filling, grading, drilling, mining, paving and any other development that might increase flooding or adversely impact flood risks to other properties.

§ 325-118 Variances From The State Building Code Floodplain Provisions

Variances to the flood-resistant standards as found in the MA State Building Code may only be issued by the MA State Building Code Appeals Board.

Upon learning that an applicant intends to file for a variance from the State Building Code Appeals Board, the Town shall also issue a letter to the property owner regarding potential impacts to the annual premiums for the flood insurance policy covering that property, in writing over the signature of a community official that (i) the issuance of a variance to construct a structure below the base flood level will result in increased premium rates for flood insurance up to amounts as high as \$25 for \$100 of insurance coverage and (ii) such construction below the base flood level increases risks to life and property.

Such notification shall be maintained with the record of all variance actions for the referenced development in the Floodplain Overlay District.

The Town will request from the State Building Code Appeals Board a written and/or audible copy of the portion of the hearing related to the variance, and will maintain this record in the community’s files.

§ 325-119 Variances From This Local Floodplain Overlay District Bylaw

A variance from these floodplain bylaws must meet the requirements set out by State law, and may only be granted by the Board of Appeals if they make the following findings: (1) Good and sufficient cause and exceptional non-financial hardship exist; 2) the variance will not result in additional threats to public safety, extraordinary public expense, or fraud or victimization of the public; and 3) the variance is the minimum action necessary to afford relief.

§ 325-120 Enforcement

Violations of any section or provision of this Bylaw may be enforced by the institution of enforcement actions, either criminal or civil, either legal or equitable

or both, or by fines of not more than three hundred (300) dollars for each offense. Each day that such offense continues shall constitute a separate offense.

§ 325-121 Subdivision Within Floodplain Overlay Districts

All preliminary and definitive subdivision applications filed with the Town of Harwich Planning Board for land located within the Floodplain Overlay District shall be reviewed by the Planning Board as part of its review under the Subdivision Control Law and the Harwich Subdivision Regulations to assure that:

- a) Such proposals minimize flood damage;
- b) Public utilities and facilities are located and constructed so as to minimize flood damage; and
- c) Adequate drainage is provided.

§ 325-122 Base Flood Elevation Data for Subdivision Proposals

When proposing subdivisions greater than 50 lots or 5 acres (whichever is less), the proponent must provide technical data to determine base flood elevations for each developable parcel shown on the proposed subdivision plans.

§ 325-123 Use Regulations.

A. Existing Regulation

1. All development in the floodplain, including structural and nonstructural activities, whether permitted by right or by Special Permit, must be in compliance with the following:
 - a) Section of the State Building Code which addresses floodplain and coastal high-hazard areas (currently 780 CMR).
 - b) Wetland Protection Regulations, Department of Environmental Protection (DEP) (currently 310 CMR 10.00).
 - c) Inland Wetlands Restriction, DEP (currently 310 CMR 13.00)
 - d) Coastal Wetlands Restriction, DEP (currently 310 CMR 12.00).
 - e) Minimum Requirements for the Subsurface Disposal of Sanitary Sewage, DEP (currently 310 CMR 15, Title 5).
 - f) Minimum Requirements for the Subsurface Disposal of Sewage Regulations, Town of Harwich.
 - g) Harwich Wetlands Protective Bylaw.
2. Any variance from the provisions and requirements of the above-referenced state or local regulations may only be granted in accordance with the required variance procedures of these state or local regulations.

B. Other Use Regulations

1. Within Zones AH and AO on the FIRM, adequate drainage paths are required around structures on slopes, to guide floodwaters around and away from proposed structures.
2. In Zones A and AE, along watercourses that have not had a regulatory floodway designated, the best available federal, state, local, or other floodway data shall be used to prohibit encroachments in floodways which would result in any increase in flood levels within the community during the occurrence of the base flood discharge.

3. Located within the floodplain are areas designated as coastal high-hazard areas (Zone VE). Since these areas are extremely hazardous due to high-velocity waters from tidal surges and hurricane wave wash, the following provision shall apply: all new construction shall be located landward of the reach of mean high tide. Existing contour intervals of site and elevations of existing structures must be included on any plan proposal.

§ 325-124 Permitted Uses

The following uses of low flood damage potential and causing no obstructions to flood flows are encouraged, provided that they are permitted in the underlying district and they do not require structures, fill, or storage of material or equipment:

- A. Agricultural uses, such as farming, grazing, horticulture, etc.
- B. Forestry and nursery uses.
- C. Outdoor recreational uses, including fishing, boating, play areas, etc.
- D. Conservation of water, plants, and wildlife.
- E. Wildlife management areas and foot, bicycle and/or horse paths.
- F. Temporary nonresidential structures used in connection with fishing, growing, harvesting, storage, or sale of crops raised on the premises.
- G. Buildings lawfully existing prior to September 30, 1980.

§ 325-125 Special Provisions For Lifting Existing Structures To New and Appropriate Elevations

- A. Notwithstanding the provisions of any other provision of the Harwich Zoning Bylaw to the contrary, except as otherwise provided pursuant to Subsection C of this section, a person shall be allowed to lift an existing structure located in an area of special flood hazard to a new and appropriate elevation, or constructing a staircase or other attendant structure necessitated by such raising without the need for Board of Appeals relief; provided, however, that this exemption shall apply only to the minimum extent or degree necessary to allow the structure to meet the new and appropriate elevation with adequate means of ingress, egress and accommodation of typical basement facilities.
- B. Appurtenant to lifting an existing structure, the existing structure may be relocated elsewhere on the lot as long as said relocation does not create a new, or increase the intensity of a setback nonconformity.
- C. The exemption established pursuant to Subsection A of this section shall not be available to a person who has altered or is seeking to alter the original dimensions of a structure if, had the alteration not been made, the structure could have been raised to meet the new and appropriate elevation either without the exemption or with an exemption of lesser degree than is needed with the alteration.

§ 325-126 Definitions

The definitions contained herein pertain only to this article of the bylaw.

AREA OF SPECIAL FLOOD HAZARD

The land in the floodplain within a community subject to a one-percent or greater chance of flooding in any given year. The area may be designated as Zone A, AO, AH, A1-30, AE, A99, V1-30, VE, or V.

ATTENDANT STRUCTURE

Means an area to accommodate utilities, laundry facilities or mechanicals which are otherwise typically located within a basement area.

BASE FLOOD

The flood having a one-percent chance of being equaled or exceeded in any given year.

COASTAL HIGH-HAZARD AREA

The area subject to high-velocity waters, including but not limited to hurricane wave wash. The area is designated on a FIRM as Zone V1-30, VE, VO or V.

DEVELOPMENT

Any man-made change to improved or unimproved real estate, including but not limited to building or other structures, mining, dredging, filling, grading, paving, excavation or drilling operations or storage of equipment or materials. [US Code of Federal Regulations, Title 44, Part 59]

DISTRICT

Floodplain District.

EXISTING STRUCTURE

Any commercial or municipal structure or residential dwelling that currently exists, or existed prior to the catastrophic event, at the time a request is made to elevate

FEDERAL EMERGENCY MANAGEMENT AGENCY (FEMA)

Administers the National Flood Insurance Program. FEMA provides a nationwide flood hazard area mapping study program for communities as well as regulatory standards for development in the flood hazard areas.

FLOOD INSURANCE RATE MAP (FIRM)

An official map of a community on which FEMA has delineated both the areas of special flood hazard and the risk premium zones applicable to the community.

FLOOD INSURANCE STUDY

An examination, evaluation, and determination of flood hazards and, if appropriate, corresponding water surface elevations or an examination, evaluation and determination of flood-related erosion hazards.

FLOODWAY

The channel of the river, creek or other watercourse and the adjacent land areas that must be reserved in order to discharge the base flood without cumulatively increasing

the water surface elevation more than a designated height. [Base Code, Chapter 2, Section 202]

FUNCTIONALLY DEPENDENT USE

A use which cannot perform its intended purpose unless it is located or carried out in close proximity to water. The term includes only docking facilities, port facilities that are necessary for the loading and unloading of cargo or passengers, and ship building and ship repair facilities, but does not include long-term storage or related manufacturing facilities. [US Code of Federal Regulations, Title 44, Part 59] Also [Referenced Standard ASCE 24-14]

HIGHEST APPLICABLE FLOOD ELEVATION STANDARD

Means the 1% FEMA base flood elevation plus up to an additional three feet.

HIGHEST ADJACENT GRADE

The highest natural elevation of the ground surface prior to construction next to the proposed walls of a structure. [US Code of Federal Regulations, Title 44, Part 59]

HISTORIC STRUCTURE

Any structure that is:

- a) Listed individually in the National Register of Historic Places (a listing maintained by the Department of Interior) or preliminarily determined by the Secretary of the Interior as meeting the requirements for individual listing on the National Register;
- b) Certified or preliminarily determined by the Secretary of the Interior as contributing to the historical significance of a registered historic district or a district preliminarily determined by the Secretary to qualify as a registered historic district;
- c) Individually listed on a state inventory of historic places in states with historic preservation programs which have been approved by the Secretary of the Interior; or
- d) Individually listed on a local inventory of historic places in communities with historic preservation programs that have been certified either:
 1. By an approved state program as determined by the Secretary of the Interior
or
 2. Directly by the Secretary of the Interior in states without approved programs.
[US Code of Federal Regulations, Title 44, Part 59]

LOWEST FLOOR

The lowest floor of the lowest enclosed area (including basement or cellar). An unfinished or flood-resistant enclosure, usable solely for parking of vehicles, building access or storage, in an area other than a basement area is not considered a building's lowest floor, provided that such enclosure is not built so as to render the structure in violation of the applicable non-elevation design requirements of state and local regulations.

NATIONAL FLOOD INSURANCE PROGRAM (NFIP)

A program administered by the Federal Emergency Management Agency (FEMA)

NEW AND APPROPRIATE ELEVATION

Means any elevation to which a structure is raised, or is to be raised, that is equal to or higher than the applicable FEMA base flood elevation; provided, however, that in no case shall the new and appropriate elevation exceed the highest applicable flood elevation standard.

NEW CONSTRUCTION

Structures for which the start of construction commenced on or after the effective date of the first floodplain management code, regulation, ordinance, or standard adopted by the authority having jurisdiction, including any subsequent improvements to such structures. New construction includes work determined to be substantial improvement. [Referenced Standard ASCE 24-14]

RECREATIONAL VEHICLE

A vehicle which is:

- a) **Built on a single chassis;**
- b) **400 square feet or less when measured at the largest horizontal projection;**
- c) **Designed to be self-propelled or permanently towable by a light duty truck;**
and
- d) **Designed primarily not for use as a permanent dwelling but as temporary living quarters for recreational, camping, travel, or seasonal use. [US Code of Federal Regulations, Title 44, Part 59]**

REGULATORY FLOODWAY - See FLOODWAY

SPECIAL FLOOD HAZARD AREA

The land area subject to flood hazards and shown on a Flood Insurance Rate Map or other flood hazard map as Zone A, AE, A99, AR, AO, AH, V, VO, or VE. [Base Code, Chapter 2, Section 202]

START OF CONSTRUCTION

The date of issuance for new construction and substantial improvements to existing structures, provided the actual start of construction, repair, reconstruction, rehabilitation, addition, placement or other improvement is within 180 days after the date of issuance. The actual start of construction means the first placement of permanent construction of a building (including a manufactured home) on a site, such as the pouring of a slab or footings, installation of pilings or construction of columns. Permanent construction does not include land preparation (such as clearing, excavation, grading or filling), the installation of streets or walkways, excavation for a basement, footings, piers or foundations, the erection of temporary forms or the installation of accessory buildings such as garages or sheds not occupied as dwelling units or not part of the main building. For a substantial improvement, the actual “start of construction” means the first alteration of any wall, ceiling, floor or other

structural part of a building, whether or not that alteration affects the external dimensions of the building. [Base Code, Chapter 2, Section 202]

STRUCTURE

A structure, for floodplain management purposes, a walled and roofed building, including a gas or liquid storage tank, that is principally above ground, as well as a manufactured home. [US Code of Federal Regulations, Title 44, Part 59]

SUBSTANTIAL DAMAGE

Damage of any origin sustained by a structure whereby the cost of restoring the structure to its before-damaged condition would equal or exceed 50% of the market value of the structure before the damage occurred.

SUBSTANTIAL IMPROVEMENT

Any reconstruction, rehabilitation, addition, or other improvement of a structure, the cost of which equals or exceeds 50% of the market value of the structure before the start of construction of the improvement. This term includes structures which have incurred substantial damage, regardless of the actual repair work performed.

SUBSTANTIAL REPAIR OF A FOUNDATION

When work to repair or replace a foundation results in the repair or replacement of a portion of the foundation with a perimeter along the base of the foundation that equals or exceeds 50% of the perimeter of the base of the foundation measured in linear feet, or repair or replacement of 50% of the piles, columns or piers of a pile, column or pier supported foundation, the building official shall determine it to be substantial repair of a foundation. Applications determined by the building official to constitute substantial repair of a foundation shall require all existing portions of the entire building or structure to meet the requirements of 780 CMR. [As amended by MA in 9th Edition BC]

TYPES OF FLOOD ZONE DESIGNATIONS

1. ZONE A - An area of special flood hazard without water surface elevations determined.
2. ZONE AE - Area of special flood hazard with water surface elevations determined.
3. ZONE AH - Areas of special flood hazards having shallow water depths and/or unpredictable flow paths between (1) and (3) feet, and with water surface elevations determined.
4. ZONE AO - Area of special flood hazards having shallow water depths and/or unpredictable flow paths between (1) and (3) ft. (Velocity flow may be evident; such flooding is characterized by ponding or sheet flow.)
5. ZONE A99 - Area of special flood hazard where enough progress has been made on a protective system, such as dikes, dams, and levees, to consider it complete for insurance rating purposes. (Flood elevations may not be determined.)
6. ZONE X - Areas of minimal or moderate flood hazards or areas of future-

- conditions flood hazard.
7. ZONE V - Area of special flood hazards without water surface elevations determined, and with velocity, that is inundated by tidal floods (coastal high hazard area)
 8. ZONE VE - An area of special flood hazards, with water surface elevations determined and with velocity, that is inundated by tidal floods (coastal high hazard area)

VARIANCE

A grant of relief by a community from the terms of a flood plain management regulation. [US Code of Federal Regulations, Title 44, Part 59]

VIOLATION

The failure of a structure or other development to be fully compliant with the community's flood plain management regulations. A structure or other development without the elevation certificate, other certifications, or other evidence of compliance required in §60.3(b)(5), (c)(4), (c)(10), (d)(3), (e)(2), (e)(4), or (e)(5) is presumed to be in violation until such time as that documentation is provided. [US Code of Federal Regulations, Title 44, Part 59]

Or to take any other action relative thereto. By request of the Planning Board.

Explanation: This article will amend the Code of the Town of Harwich Article XVII §325 – Floodplain Regulations by deleting the entire existing section and replacing it with new Floodplain Regulations. The Federal Emergency Management Agency (FEMA) is requiring all of communities that are a members of the National Flood Insurance Program (NFIP) to adopt new floodplain management regulations. The new floodplain regulations in this Article contain all of the new restrictions required by FEMA. If voters at Town Meeting do not approve this article, the Town could be removed as a member community in the NFIP and flood insurance policies will dramatically increase in cost.

Finance Committee Recommendation: The Finance Committee recommends this article be accepted and adopted to support long range planning for public safety within a flood plain district.

FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED.

VOTE: YES-8, NO-0

ROLL CALL VOTES:

Board of Selectmen:

To accept and adopt:

Yeas: 4 (Four): Michael MacAskill, Mary Anderson, Donald Howell, Larry Ballantine

Nays: 0 (Zero): None

Finance Committee:

To accept and adopt:

Yeas: 8 (Eight): Peter Hughes, Dana DeCosta, Karen Doucette, Mark Kelleher, Mark Ameres, Daniel Tworek, Robert McCready, Michele Gallucci

Nays: 0 (Zero): None

AMEND ZONING BYLAW – CHAPTER 325, ARTICLE XXII LARGE SCALE GROUND-MOUNTED PHOTOVOLTAIC ARRAYS

ARTICLE 39: To see if the Town will vote to amend the Code of the Town of Harwich Zoning Bylaw, Article XXII Large Scale Ground-Mounted Photovoltaic Arrays, by inserting a new Section 325-144(D) “Design Standards for Accessory Residential Photovoltaic Arrays”.

§ 325-144 Design standards.

A. Lighting. Lighting of large-scale ground-mounted solar photovoltaic installations shall be consistent with local, state and federal law. Lighting of other parts of the installation, such as appurtenant structures, shall be limited to that required for safety and operational purposes, and shall be reasonably shielded from abutting properties. Where feasible, lighting of the large-scale ground-mounted solar photovoltaic installation shall be directed downward and shall incorporate full cut-off fixtures to reduce light pollution.

B. Signage. Signs on large-scale ground-mounted solar photovoltaic installations shall comply with a Harwich Sign Code. A sign that identifies the owner and provides a twenty-four-hour emergency contact phone number shall be required. Large-scale ground-mounted solar photovoltaic installations shall not be used for displaying any advertising except for reasonable identification of the manufacturer or operator of the installation.

C. Utility connections. Reasonable efforts, as determined by the Planning Board, shall be made to place all utility connections for the large-scale ground-mounted solar photovoltaic installation underground, depending on appropriate soil conditions, shape, and topography of the site and any requirements of the utility provider. Electrical transformers for utility interconnections may be above ground if required by the utility provider.

D. Design Standards for Accessory Residential Photovoltaic Arrays

1. Accessory Residential Rooftop Solar Installations

Accessory Residential Rooftop Solar Installations are allowed By-Right in all residential Zoning Districts. Solar panels shall not extend over the edge of the roof and shall not extend above the ridge line of the roof.

2. Accessory Residential Ground Mounted Solar Installations

Accessory Residential Ground Mounted Solar Installations are allowed By-Right in all residential Zoning Districts contingent upon the following requirements:

- a) Setbacks – Accessory Residential Ground mounted solar panels must comply with all of the setback requirements in the applicable Zoning District.
- b) Height – Accessory Residential Ground mounted solar panels shall not exceed 15 feet in height.
- c) Screening – Accessory Residential Ground mounted solar panels shall be screened from view from any public or private way. The solar installation shall be screened with a minimum of six foot high solid fence or densely planted evergreen buffer.
- d) Location – Accessory Residential Ground mounted solar panels shall be

mounted in the rear yard behind the rear building line.

Or to take any other action relative thereto. By request of the Planning Board.

Explanation: This article will amend the Code of the Town of Harwich Article XXII Large Scale Ground-Mounted Photovoltaic Arrays by inserting a new section of the Code that will regulate solar panels on residential properties. Solar photovoltaic installations will be allowed by-right, in all residential Zoning Districts, on rooftops and ground mounted installations. New restrictions will require that ground mounted solar panels be located in the rear yard, within all required setbacks and require screening with a 6' high fence and /or evergreen buffer plantings.

Finance Committee Recommendation: The Finance Committee recommends this article be accepted and adopted to establish regulations and guidelines for large scale solar arrays.

**FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED.
VOTE: YES-8, NO-0**

ROLL CALL VOTES:

Board of Selectmen:

To accept and adopt:

Yeas: 4 (Four): Michael MacAskill, Mary Anderson, Donald Howell, Larry Ballantine

Nays: 0 (Zero): None

Finance Committee:

To accept and adopt:

Yeas: 8 (Eight): Peter Hughes, Dana DeCosta, Karen Doucette, Mark Kelleher, Mark Ameres, Daniel Tworek, Robert McCready, Michele Gallucci

Nays: 0 (Zero): None

AMENDMENT TO THE AGREEMENT BETWEEN THE TOWNS OF CHATHAM AND HARWICH WITH RESPECT TO THE FORMATION OF A REGIONAL SCHOOL DISTRICT

ARTICLE 40: To see if the Town will vote to approve an amendment to the “Agreement between the Towns of Chatham and Harwich with Respect to the Formation of a Regional School District”, as voted by the Monomoy Regional School District Committee on _____; a copy of which is available at the Town Clerk’s Office of each respective town, and to act fully thereon. By Request of the Board of Selectmen and Monomoy Regional School District. (APPENDIX D)

Explanation:

Finance Committee Recommendation: The Finance Committee recommends no recommendation pending further information, (NRPFI), when, at the time of the printing of the warrant, it had insufficient or incomplete information to make an informed recommendation. It does not imply a negative view, only an incomplete understanding of the article at the print deadline. The Finance

Committee will make its final recommendation at Town meeting after having received further information.

FINANCE COMMITTEE RECOMMENDS NO RECOMMENDATION PENDING FURTHER INFORMATION (NRPF) VOTE: YES-8, NO-0

ROLL CALL VOTES:

Board of Selectmen:

To accept and adopt:

Yeas: 4 (Four): Michael MacAskill, Mary Anderson, Donald Howell, Larry Ballantine

Nays: 0 (Zero): None

Finance Committee:

No recommendation pending further information:

Yeas: 8 (Eight): Peter Hughes, Dana DeCosta, Karen Doucette, Mark Kelleher, Mark Ameres, Daniel Tworek, Robert McCready, Michele Gallucci

Nays: 0 (Zero): None

AMEND CEMETERY REGULATIONS

ARTICLE 41: To see if the Town will vote, pursuant to General Laws Chapter 114, Section 23, to approve the Cemetery Regulations, as adopted by the Cemetery Commissioners at a meeting held on February 16, 2023, a copy of which shall be on file with the Town Clerk once they are adopted by the Cemetery Commission; and to act fully thereon. By request of the Cemetery Commission

Finance Committee Recommendation: The Finance Committee recommends this article be accepted and adopted. After previous attempts this long-awaited article will improve and correct deficiencies in the current By-law.

FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED. VOTE: YES-7, NO-0, ABSTAINED-1

ROLL CALL VOTES:

Board of Selectmen:

To accept and adopt:

Yeas: 4 (Four): Michael MacAskill, Mary Anderson, Donald Howell, Larry Ballantine

Nays: 0 (Zero): none

Finance Committee:

To accept and adopt:

Yeas: 7 (Zero): Peter Hughes, Dana DeCosta, Karen Doucette, Mark Kelleher, Angelo LaMantia, Robert McCready, Michele Gallucci

Nays: 0 (Zero): None

Abstained: 1 (One): Mark Ameres

ACQUISITION OF EASEMENT AT 129 ROUTE 28 FOR ROUTE 28 WATER MAIN PROJECT

ARTICLE 42: To see if the Town will vote to authorize the Board of Selectmen to acquire, by gift, purchase and/or eminent domain, an easement for public utility purposes, including, without limitation, the construction, installation, operation, maintenance, repair and replacement of utilities and other related rights, appurtenances and facilities, including, but not limited to, the right to undertake directional drilling to support the Route 28 Water Main Replacement Project, and for any and all purposes incidental or related thereto, in, on, under and near a certain parcel of land located at 129 Route 28 (Assessor's Parcel ID 11-P1-0); and, further, to raise and appropriate, transfer from available funds, or borrow, a sum of money to fund any land acquisition costs and all other expenses incidental thereto; and to act fully thereon. By request of the Board of Water/Wastewater Commissioners. Estimated Cost: \$10,000.00.

Finance Committee Recommendation: The Finance Committee recommends this article be accepted and adopted, and that \$10,000 be transferred from available funds for this purpose.

**FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED.
VOTE: YES-8, NO-0**

ROLL CALL VOTES:

Board of Selectmen:

To accept and adopt:

Yeas: 4 (Four): Michael MacAskill, Mary Anderson, Donald Howell, Larry Ballantine, Julie Kavanagh

Nays: 0 (Zero): None

Finance Committee:

To accept and adopt:

Yeas: 8 (Eight): Peter Hughes, Dana DeCosta, Karen Doucette, Mark Kelleher, Mark Ameres, Daniel Tworek, Robert McCready, Michele Gallucci

Nays: 0 (Zero): None

**AUTHORIZE SELECTMEN TO CONVEY PARCEL OF LAND AT 276 QUEEN ANNE
ROAD**

ARTICLE 43: To see if the Town will vote to authorize the Board of Selectmen to convey a parcel of land containing 2.25 acres, more or less, and all improvements thereon, if any, located at 276 Queen Anne Road, identified as Assessor's Parcel ID 69-M1-0, on such terms and conditions as the Board of Selectmen shall determine; and to authorize the Board of Selectmen to enter into all agreements and take any and all actions as may be necessary or convenient to accomplish the foregoing purposes; and to act fully thereon. By request of the Board of Selectmen. Estimated cost: \$10,000.

Explanation: This article is the last step necessary for the Board of Selectmen to offer this parcel for sale through the RFP (Request for Proposal) process. The estimated cost is related to any costs related to the procurement process required of RFPs and is funded from free cash.

Finance Committee Recommendation: The Finance Committee recommends this article be accepted and adopted, and that \$10,000 be transferred from available funds for this purpose.

**FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED.
VOTE: YES-8, NO-0**

ROLL CALL VOTES:

Board of Selectmen:

To accept and adopt:

Yeas: 4 (Four): Michael MacAskill, Mary Anderson, Donald Howell, Larry Ballantine, Julie Kavanagh

Nays: 0 (Zero): None

Finance Committee:

To accept and adopt:

Yeas: 8 (Eight): Peter Hughes, Dana DeCosta, Karen Doucette, Mark Kelleher, Mark Ameres, Daniel Tworek, Robert McCready, Michele Gallucci

Nays: 0 (Zero): None

ACQUISITION OF FOREST STREET PROPERTY

ARTICLE 44: To see if the Town will vote to authorize the Board of Selectmen to acquire by gift, purchase, eminent domain, or otherwise, that property described in a deed to Samuel D. Constan, dated June 15, 2005, recorded with the Barnstable County Registry of Deeds in Book 20143, Page 148, including four (4) parcels of land located off Forest Street, identified as Parcel ID 31-P10-0 (0 Forest Street), containing 0.840 acres, more or less; Parcel ID 31-C9-0 (0 Forest Street), containing 1.910 acres, more or less; Parcel ID 31-C1-A-0 (0 Parallel Street), containing 0.140 acres, more or less; and Parcel ID 31-C6-0 (0 Forest Street), containing 17,860 S.F., more or less; and further to authorize the Board of Selectmen to enter into all agreements and take any and all actions as may be necessary or convenient in furtherance of this article; and to act fully thereon. By request of the Board of Selectmen. Estimated cost: \$5,000.

Explanation: The current owners of the parcels referenced in the article are interested in gifting them to the Town. The cost referenced is to account for any unforeseen costs related to this taking and is funded from free cash.

Finance Committee Recommendation: The Finance Committee recommends this article be accepted and adopted, and that \$5,000 be transferred from available funds for this purpose. The owners of the property are working with the Town for this land to be gifted.

**FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED.
VOTE: YES-8, NO-0**

ROLL CALL VOTES:

Board of Selectmen:

To accept and adopt:

Yeas: 4 (Four): Michael MacAskill, Mary Anderson, Donald Howell, Larry Ballantine

Nays: 0 (Zero): None

Finance Committee:

To accept and adopt:

Yeas: 8 (Eight): Peter Hughes, Dana DeCosta, Karen Doucette, Mark Kelleher, Mark Ameres, Daniel Tworek, Robert McCready, Michele Gallucci
Nays: 0 (Zero): None

AUTHORIZATION PAYMENT IN LIEU OF TAXES (PILOT) AGREEMENTS

ARTICLE 45: To see if the Town will vote to designate the Board of Selectmen, the Board of Assessors, and the Town Administrator, collectively, as the “authorized officer” to negotiate and enter into Payment in Lieu of Tax Agreements for solar or wind powered energy systems and co-located energy storage systems pursuant to M.G.L. c.59, § 5, Clause 45th, and to take any other action relative thereto. By request of the Board of Assessors and the Board of Selectmen.

Explanation: The Town has received an inquiry from a photovoltaic solar array vendor who has been granted permission by the Commonwealth of Massachusetts through the Department of Transportation (DOT) to install solar canopies at the property known as the “Park & Ride” in Pleasant Lake village (292 Pleasant Lake Avenue). While the Town is not a party to this installation, the vendor has requested to enter into a “Payment In Lieu of Taxes” or PILOT agreement. If the Board of Selectmen were to enter into such an agreement (that matter is still pending as of this writing), adoption of this article is necessary.

Finance Committee Recommendation: The Finance Committee recommends this article be accepted and adopted as a necessary step to complete an agreement between the Massachusetts Department of Transportation and a vendor concerning the Park & Ride property at Route 124 and Route 6.

**FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED.
VOTE: YES-8, NO-0**

ROLL CALL VOTES:

Board of Selectmen:

To accept and adopt:

Yeas: 4 (Four): Michael MacAskill, Mary Anderson, Donald Howell, Larry Ballantine

Nays: 0 (Zero): None

Finance Committee:

To accept and adopt:

Yeas: 8 (Eight): Peter Hughes, Dana DeCosta, Karen Doucette, Mark Kelleher, Mark Ameres, Daniel Tworek, Robert McCready, Michele Gallucci

Nays: 0 (Zero): None

ANNUAL DEPARTMENTAL REVOLVING FUNDS AUTHORIZATION

ARTICLE 46: To see if the Town will vote to set spending limits for various revolving funds that have been authorized pursuant to Section 8.2 of the Town Code; and to act fully thereon. By request of the Town Administrator.

<u>Revolving Fund</u>	<u>FY 2024 Spending Limit</u>	<u>Disposition of FY22 Fund balance</u>
<i>Golf Pro Shop and Restaurant Lease Revenue</i>	<i>\$250,000</i>	<i>Available for expenditure</i>
<i>Golf Infrastructure fund</i>	<i>\$140,000</i>	<i>Available for expenditure</i>
<i>Council on Aging</i>	<i>\$125,000</i>	<i>Available for expenditure</i>
<i>Cemetery</i>	<i>\$100,000</i>	<i>Available for expenditure</i>
<i>Community Center</i>	<i>\$100,000</i>	<i>Available for expenditure</i>
<i>Recreation</i>	<i>\$175,000</i>	<i>Available for expenditure</i>
<i>Albro House</i>	<i>\$10,000</i>	<i>Available for expenditure</i>
<i>Wetlands</i>	<i>\$6,000</i>	<i>Available for expenditure</i>
<i>204 Sisson Road Municipal Building</i>	<i>\$300,000</i>	<i>Available for expenditure</i>
<i>Sidewalks</i>	<i>\$50,000</i>	<i>Available for expenditure</i>
<i>Tax Title Collection</i>	<i>\$36,000</i>	<i>Available for expenditure</i>

Explanation: This is a standard article required under the General Bylaws Chapter 8, Section 8-2. The only change requested spending limit is to increase the limit for the 204 Sisson Road Municipal Building Revolving Fund from \$225,000 to \$300,000.

Finance Committee Recommendation: The Finance Committee recommends this customary article be accepted and adopted.

**FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED.
VOTE: YES-8, NO-0**

ROLL CALL VOTES:

Board of Selectmen:

To accept and adopt:

Yeas: 3 (Three): Michael MacAskill, Mary Anderson, Larry Ballantine

Nays: 1 (One): Donald Howell

Finance Committee:

To accept and adopt:

Yeas: 8 (Eight): Peter Hughes, Dana DeCosta, Karen Doucette, Mark Kelleher, Angelo LaMantia, Mark Ameres, Robert McCready, Michele Gallucci

Nays: 0 (Zero): None

SUPPLEMENTAL FUNDING FOR BROOKS ACADEMY RENOVATIONS

ARTICLE 47: To see if the Town will vote to transfer from the Sale of Land Sinking Fund a sum of money to complete the renovations to Books Academy and all costs incidental and related thereto; and to act fully thereon. By request of the Board of Selectmen. Estimated cost: \$475,000.

Explanation: The current foundation project has led to several “concealed conditions” that need to be corrected. Additionally, the Town’s Facilities Manager has been provided updated information for a more efficient boiler system to be installed after the foundation project has been completed. The funds available for these costs are from the Sale of Land Sinking Fund and were specifically generated from the sales of 5 Bells Neck and 203 Bank Street. The law requires said funds to be used on any outstanding debts on those buildings. Given that there are no debts, the funds can be used in the manner requested above.

Finance Committee Recommendation: The Finance Committee recommends this article be accepted and adopted, and that \$475,000 be transferred from available land sales funds for this purpose.

**FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED.
VOTE: YES-8, NO-0, ABSTAINED-2**

ROLL CALL VOTES:

Board of Selectmen:

To accept and adopt:

Yeas: 4 (Four): Michael MacAskill, Mary Anderson, Donald Howell, Larry Ballantine

Nays: 0 (Zero): None

Finance Committee:

To accept and adopt:

Yeas: 6 (Six): Peter Hughes, Dana DeCosta, Karen Doucette, Mark Kelleher, Daniel Tworek, Michele Gallucci

Nays: 0 (Zero): None

Abstained: 2 (Two): Mark Ameres, Robert McCready

SUPPLEMENTAL APPROPRIATION FOR JUDAH ELDRIDGE PROPERTY

ARTICLE 48: To see if the Town will vote to raise and appropriate, transfer from available funds, or borrow a sum of money to supplement the amount previously appropriated under Article 55 of the 2018 Annual Town Meeting for the purpose of acquiring the Judah Eldredge property located on Seth Whitefield Road; or to take any other action relative thereto. By request of the Board of Selectmen. Estimated cost: \$400,000.

Explanation: This article seeks to provide additional funding to complete the proposed taking as originally outlined in under Article 55 of the 2018 Annual Town Meeting. The town is presently seeking an appraisal; however we do not expect the appraised value to be greater than the assessed value. The article will bring the total of available funds to \$750,000. This article is to be funded from free cash.

Finance Committee Recommendation: The Finance Committee recommends this article be accepted and adopted, and that \$400,000 be transferred from available funds for this purpose, to complete article # 55 of the 2018 annual Town meeting.

**FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED.
VOTE: YES-8, NO-0**

ROLL CALL VOTES:

Board of Selectmen:

To accept and adopt:

Yeas: 4 (Four): Michael MacAskill, Mary Anderson, Donald Howell, Larry Ballantine

Nays: 0 (Zero): None

Finance Committee:

To accept and adopt:

Yeas: 8 (Eight): Peter Hughes, Dana DeCosta, Karen Doucette, Mark Kelleher, Mark Ameres, Daniel Tworek, Robert McCready, Michele Gallucci

Nays: 0 (Zero): None

TRANSFER FREE CASH TO THE STABILIZATION FUNDS

ARTICLE 49: To see if the Town will vote to transfer from free cash a sum of money to the General Stabilization Fund, a sum of money to the Affordable Housing Special Purpose Stabilization Fund, and a sum of money to the Wastewater Special Purpose Stabilization Fund; or to take any other action relative thereto. Requested by the Board of Selectmen. Estimated cost \$1,200,000.00.

Explanation: The town has \$7,090,842 available in free cash (separate from the \$63,841 in free cash dedicated to opioid funds). If this article, the previous articles and the upcoming articles relying on free cash are adopted, the town will have approximately \$200,000; which, if unspent, will eventually be factored into next year's free cash calculations.

Finance Committee Recommendation: The Finance Committee recommends this article be accepted and adopted, and that \$1,200,000 be transferred from available funds for this purpose. With over seven million dollars in free cash this year it is prudent to put a significant portion of this money into savings for future use.

**FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED.
VOTE: YES-8, NO-0**

ROLL CALL VOTES:

Board of Selectmen:

To accept and adopt:

Yeas: 4 (Four): Michael MacAskill, Mary Anderson, Donald Howell, Larry Ballantine

Nays: 0 (Zero): None

Finance Committee:

To accept and adopt:

Yeas: 8 (Eight): Peter Hughes, Dana DeCosta, Karen Doucette, Mark Kelleher, Mark Ameres, Daniel Tworek, Robert McCready, Michele Gallucci

Nays: 0 (Zero): None

FUND PRIOR YEAR’S UNPAID BILLS

ARTICLE 50: To see if the Town will vote to raise and appropriate or transfer from available funds a sufficient sum of money to pay unpaid bills of prior years as provided for in M.G.L. Ch. 44, Section 64, and to act fully thereon. By request of the Town Administrator. Estimated cost: \$10,696.

Prior Year Bills	
Ames Marine Service	850.00
General Code	1,195.00
GM Framingham LLC/Green Mattress	2,650.00
New England Time Solutions, Inc.	794.64
Albertsons - Safeway	27.06
Harwich Water Department	822.08
Harwich Police Department	1,793.71
Verizon	2,562.75
	10,695.24

Finance Committee Recommendation: The Finance Committee recommends this article be accepted and adopted, and that \$10,696 be transferred from available funds for this purpose.

FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED.

VOTE: YES-8, NO-0

ROLL CALL VOTES:

Board of Selectmen:

To accept and adopt:

Yeas: 4 (Four): Michael MacAskill, Mary Anderson, Donald Howell, Larry Ballantine

Nays: 0 (Zero): None

Finance Committee:

To accept and adopt:

Yeas: 8 (Eight): Peter Hughes, Dana DeCosta, Karen Doucette, Mark Kelleher, Mark Ameres, Daniel Tworek, Robert McCready, Michele Gallucci

Nays: 0 (Zero): None

DEFRAY THE EXPENSES OF THE CHASE LIBRARY AND HARWICH PORT LIBRARY

ARTICLE 51: To see if the Town will vote to raise and appropriate and/or transfer from available funds the sum of \$20,000 to help defray the expenses of the Chase Library and the Harwich Port Library; said funds to be expended under the direction of the Chase Library and Harwich Port Library Trustees; and to act fully thereon. By request of the Town Administrator. Estimated Cost: \$20,000

Finance Committee Recommendation: The Finance Committee recommends this article be accepted and adopted, and that \$20,000 be transferred from available funds for this purpose.

**FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED.
VOTE: YES-7, NO-0, ABSTAINED-1**

ROLL CALL VOTES:

Board of Selectmen:

To accept and adopt:

Yeas: 4 (Four): Michael MacAskill, Mary Anderson, Donald Howell, Larry Ballantine

Nays: 0 (Zero): none

Finance Committee:

To accept and adopt:

Yeas: 7 (Seven): Peter Hughes, Dana DeCosta, Karen Doucette, Mark Kelleher, Mark Ameres, Robert McCready, Michele Gallucci

Nays: 0 (Zero): None

Abstained: 1 (One): Daniel Tworek

PROMOTE THE TOWN OF HARWICH

ARTICLE 52: To see if the Town will vote to raise and appropriate and/or transfer from available funds a sufficient sum of money for the Harwich Chamber of Commerce to promote the Town and its businesses and cultural endeavors to advance economic development initiatives for and with the Town of Harwich. Said monies to be used to manage and fulfill year-round visitor/resident/business information services, to promote and market the Town, to generate and initiate materials and activities that encourage the establishment, growth and sustainability of businesses in Harwich, and to implement economic development objectives and activities in partnership with the Town; and to act fully thereon. By request of the Town Administrator. Estimated cost: \$50,000.00

Finance Committee Recommendation: The Finance Committee recommends this article be accepted and adopted, and that \$50,000 be transferred from available funds for this purpose. This is an increase from recent years to recognize and assist the Chamber of Commerce in their ongoing program of summer sales for resident and non-resident beach and transfer station permits. The Chamber sells permits on weekends and other times when normal Town sellers are not available.

**FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED.
VOTE: YES-8, NO-0**

ROLL CALL VOTES:

Board of Selectmen:

To accept and adopt:

Yeas: 4 (Four): Michael MacAskill, Mary Anderson, Donald Howell, Larry Ballantine

Nays: 0 (Zero): none

Finance Committee:

To accept and adopt:

Yeas: 8 (Eight): Peter Hughes, Dana DeCosta, Karen Doucette, Mark Kelleher, Angelo LaMantia, Mark Ameres, Robert McCready, Michele Gallucci

Nays: 0 (Zero): None

SUPPLEMENTAL ANNUAL ALLOCATION OF MASS CULTURAL COUNCIL FOR LOCAL CULTURAL COUNCIL GRANTS

ARTICLE 53: To see if the Town will vote to raise and appropriate and/or transfer from available a sufficient sum of money to supplement the Massachusetts Cultural Council annual allocation for community grant awards to artist, performers, and interpretive scientist who bring events and programs to local venues which enhance the cultural experience of Harwich citizens of all ages, and to act fully thereon. By request of the Town Administrator. Estimated Cost: \$4,000.00

Finance Committee Recommendation: The Finance Committee recommends this article be accepted and adopted, and that \$4,000 be transferred from available funds for this purpose.

FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED.

VOTE: YES-8, NO-0

ROLL CALL VOTES:

Board of Selectmen:

To accept and adopt:

Yeas: 4 (Four): Michael MacAskill, Mary Anderson, Donald Howell, Larry Ballantine

Nays: 0 (Zero): None

Finance Committee:

To accept and adopt:

Yeas: 8 (Eight): Peter Hughes, Dana DeCosta, Karen Doucette, Mark Kelleher, Angelo LaMantia, Mark Ameres, Robert McCready, Michele Gallucci

Nays: 0 (Zero): None

REAFFIRM AND EXTEND M.G.L., CHAPTER 59, §5, CLAUSE 56

ARTICLE 54: To see if the Town will vote to reaffirm and extend MGL Chapter 59, §5, Clause 56. Upon acceptance of this section by the Town, the Board of Assessors may grant, real

and personal property tax abatement up to 100% of the total tax assessed to members of the Massachusetts National Guard and to Reservists on active duty in foreign countries for the fiscal year they performed such service subject to eligibility criteria to be established by the Board of Assessors. The authority to grant abatements under this section shall expire after 2 years of acceptance unless extended by a vote of the city or town. Said change to take effect FY 2025 and act fully thereon. By request of the Harwich Veterans Agent and Board of Assessors.

Finance Committee Recommendation: The Finance Committee recommends this article be accepted and adopted to assist members of the Massachusetts National Guard and Reservists while on active duty.

**FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED.
VOTE: YES-8, NO-0**

ROLL CALL VOTES:

Board of Selectmen:

To accept and adopt:

Yeas: 4 (Four): Michael MacAskill, Mary Anderson, Donald Howell, Larry Ballantine

Nays: 0 (Zero): none

Finance Committee:

To accept and adopt:

Yeas: 8 (Eight): Peter Hughes, Dana DeCosta, Karen Doucette, Mark Kelleher, Mark Ameres, Daniel Tworek, Robert McCready, Michele Gallucci

Nays: 0 (Zero): None

CITIZEN INITIATIVE PETITION ARTICLES

PROHIBIT THE SALE, DISTRIBUTION AND USE OF BALLOONS

ARTICLE 55: To see if the Town will vote to prohibit the sale, distribution and use of any type of balloon inflated with any type of lighter-than-air gas within the Town of Harwich. By request of Patrick Otton

Explanation: Improper disposal of balloons and restraining attachments often released to float and drift away or not properly disposed are a significant well documented hazard to wildlife and marine life.

ADDENDUM:

A. Purpose and intent.

The purpose of this bylaw is to address public concerns regarding the environmental hazards to wildlife and marine life in the Town of Harwich posed by the release and improper disposal of balloons, balloons and their restraining attachments

B. Definitions.

As used, the following terms shall have the meanings indicated:

LIGHTER-THAN-AIR GAS

A gas that is buoyant in air because it has an average density lower than that of air (including, but not limited to helium gas).

BALLOON

Including, but not limited to, plastic, latex, rubber or Mylar balloons

RESTRAINING ATTACHMENTS

How the balloon is held in place, including but not limited to, ribbon, rope, string, or sticks

C. Applicability.

Effective September 15, 2023, no person shall sell, distribute or use any type of balloon inflated with any type of lighter-than-air gas within the Town of Harwich.

No person shall throw, deposit, discard, or otherwise discharge inflated, underinflated or non-inflated balloons into any street, alley, waterway, park, beach, or other public place in the Town of Harwich unless placing in a trash receptacle.

Further, no person shall knowingly release or cause to be released into the air any balloon(s) inflated with any lighter-than-air gas.

D. Exemptions.

Launching or operation of lighter-than-air aircraft, or the launching of balloons inflated with lighter-than-air gas by government agencies or scientific organizations, is allowed.

E. Enforcement.

Violations of this bylaw shall be subject to noncriminal disposition pursuant to the provisions of Chapter _____, of these bylaws.

This bylaw may be enforced by any Town of Harwich police officer or other designee/agent authorized by the Board of Selectmen.

F. Fines and penalties.

Any person or establishment violating this chapter shall be punished by a non-criminal fine.

Notwithstanding the general penalties set forth under Chapter _____, of these bylaws, the specific penalties for violations of this bylaw shall be as follows:

(1)

First offense: written warning.

(2)

Second offense: \$50.

(3)

Third offense: \$100.

Finance Committee Recommendation: The Finance Committee recommends indefinite postponement, (IPP), to allow the continuation of balloons at festive functions within the Town.

FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE INDEFINITELY POSTPONED (IPP). VOTE: YES-7, NO-0, ABSTAINED-1

ROLL CALL VOTES:

Board of Selectmen:

To accept and adopt:

Yeas: 0 (Zero): Zero

Nays: 4 (Four): Michael MacAskill, Mary Anderson, Donald Howell, Larry Ballantine

Finance Committee:

To indefinitely postpone:

Yeas: 7 (Seven): Peter Hughes, Dana DeCosta, Karen Doucette, Mark Kelleher, Mark Ameres,

Daniel Tworek, Robert McCready

Nays: 0 (Zero): None

Abstained: 1 (One): Michele Gallucci

ADOPT A NEW GENERAL BYLAW – PLASTIC REDUCTION

ARTICLE 56: To see if the Town will vote to amend the Town’s General Bylaw by inserting a new bylaw entitled, Plastic Reduction, as follows, and to authorize the Town Clerk to assign appropriate numbering therefor:

CHAPTER ____: PLASTIC REDUCTION

This bylaw is enacted pursuant to the general police power in order to protect the health, safety and welfare of the inhabitants of the Town.

Effective Date

This Bylaw shall take effect on September 1, 2024.

Purpose and Intent

Plastic food containers and single-use utensils form a significant portion of the solid waste stream going into landfills. Local landfills are running out of room; our future solid waste may have to be transported hundreds of miles to a landfill at considerable cost. Most plastic food containers are not recyclable, nor are they biodegradable. Once buried in our landfills, they will persist for centuries. If incinerated the toxins in plastic are linked to cancer and threaten our air quality. Appropriate alternative and sustainable products are readily available from the vendors used by local food establishments; cooperative bulk buying arrangements are possible. Thus, elimination of plastic food containers and utensils is in the best interest of the health and welfare of Town inhabitants.

Definitions

“Disposable Food Service Container” means single-use disposable products for serving or transporting prepared, ready-to-consume food. This includes plates, bowls, trays, hinged or lidded containers, and utensils.

“Food Establishment” means an operation that stores, prepares, packages, serves, vends, or otherwise provides food for human consumption, as further defined in 105 CMR 590.002. Any establishment requiring a permit to operate in accordance with the State Food Code, 105 CMR 590.000, et. seq., shall be considered a Food Establishment for purposes of this Bylaw.

“Plastic” is defined as any type of plastic resin, which may contain recycled material, and may be sold as recyclable, biodegradable, or compostable. The material is commonly categorized in terms of #1, #2, #3, #4, #5, #6, #7; plastic as referenced includes all categories.

“Prepared Food” means any food prepared for consumption on the Food Establishment’s premises, using any cooking or food preparation technique. This does not include any raw uncooked meat, fish or eggs unless provided for consumption without further food preparation.

“Town Facility” means any building, structure, land, or park owned or operated by the Town of Harwich, its agents and departments.

“Town Facility Users” means all persons, societies, associations, organizations, or special event promoters who require a permission to use a Town Facility. Town Facility Users also includes concession contracts with the Town, Town-managed concessions, Town-sponsored events, and food services provided at the Town’s expense.

Prohibition

A. Except as provided herein, Food Establishments are prohibited from dispensing Prepared Food to customers in Disposable Food Service containers and utensils made from Plastic.

B. Town Facility Users are prohibited from dispensing Prepared Food to customers in Disposable Food Service containers made from Plastic and providing utensils made from Plastic.

Public and private schools, educational institutions, summer camps, childcare facilities, and other childcare programs approved to participate in USDA Child Nutrition Programs are exempt.

Administration and Enforcement.

This Bylaw is enforced by the Town Administrator, or any committee appointed by them. Any Food Establishment or Town Facility User which violates any provision of this Bylaw shall be subject to the following penalties:

First Offense: Written warning

2nd Offense: \$150 fine

3rd Offense and Subsequent Offenses: \$300 fine

Any such fines collected shall be payable to the Town of Harwich. Each day the violation continues constitutes a separate violation. After detection of an initial violation, the designated inspection authority will be required to verify subsequent compliance until compliance with this bylaw is established. All businesses will be routinely inspected until the Town Administrator deems the inspection to be no longer be required. By request of Patrick Otton

Finance Committee Recommendation: The Finance Committee recommends indefinite postponement, (IPP), to prevent an undue burden on families and businesses that have suffered enough over the past two years. It is also noted by the Finance Committee the Town has a robust recycling program at the transfer station and strongly encourages citizens to recycle.

FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE INDEFINITELY POSTPONED (IPP). VOTE: YES-8, NO-0

ROLL CALL VOTES:

Board of Selectmen:

To accept and adopt:
Yeas: 1 (One): Donald Howell
Nays: 4 (Four): Michael MacAskill, Mary Anderson, Larry Ballantine

Finance Committee:

To indefinitely postpone:
Yeas: 8 (Eight): Peter Hughes, Dana DeCosta, Karen Doucette, Mark Kelleher, Mark Ameres, Daniel Tworek, Robert McCready, Michele Gallucci
Nays: 0 (Zero): None

SEEK SPECIAL LEGISLATION PROHIBITING THE APPLICATION OF FERTILIZER

ARTICLE 57: To see if the Town will vote to authorize and ask the Select Board to petition the Great and General Court of the Commonwealth of Massachusetts for special legislation, the text of which is set forth, prohibiting the application of fertilizer in the Town of Harwich except for the purposes of commercial agriculture and the residential use of organic fertilizer with low nitrogen and phosphorus for the use in growing fruits and vegetables that is allowable under the USDA National Organic Program organic standards (OMRI listed). By request of Patrick Otton

Explanation: This Home Rule petition asks the state legislature to allow the Town of Harwich to establish its own fertilizer regulations. Beacon Hill does not have the seashore, ponds, embayments and estuaries. These are all endangered by human sourced pollution of nitrogen and phosphorous from fertilizers. Harwich's 22 ponds and 11+ miles of coastline are the life and assets for all residents, property owners, visitors and businesses in Harwich. It is the reason we live here and they need to be protected and cared for.

Finance Committee Recommendation: The Finance Committee recommends indefinite postponement, (IPP). The Finance Committee encourages the proper applications of lawn fertilizers as allowed by Massachusetts General Laws.

FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE INDEFINITELY POSTPONED (IPP). VOTE: YES-8, NO-0

ROLL CALL VOTES:

Board of Selectmen:

To accept and adopt:
Yeas: 0 (Zero): None
Nays: 4 (Four): Michael MacAskill, Mary Anderson, Donald Howell, Larry Ballantine

Finance Committee:

To indefinitely postpone:
Yeas: 8 (Eight): Peter Hughes, Dana DeCosta, Karen Doucette, Mark Kelleher, Mark Ameres, Daniel Tworek, Robert McCready, Michele Gallucci
Nays: 0 (Zero): None

TO ACCEPT THE LAYING OUT AS A TOWN WAY A PORTION OF OLD BREWSTER
WAY

ARTICLE 58: To accept the laying out as a town way by order of the Board of Selectmen. A point of land, shown as Old Brewster Road, to facilitate and provide life safety services over the roadway. Submitted by Denise Bouvier, Trustee First Shelley Path Realty Trust and others

Finance Committee Recommendation: The Finance Committee recommends no recommendation pending further information, (NRPFI), when, at the time of the printing of the warrant, it had insufficient or incomplete information to make an informed recommendation. It does not imply a negative view, only an incomplete understanding of the article at the print deadline. The Finance Committee will make its final recommendation at Town meeting after having received further information.

FINANCE COMMITTEE RECOMMENDS NO RECOMMENDATION PENDING FURTHER INFORMATION (NRPFI). VOTE: YES-8, NO-0

ROLL CALL VOTES:

Board of Selectmen:

To accept and adopt:

Yeas: 0 (Zero): Zero

Nays: 4 (Four): Michael MacAskill, Mary Anderson, Donald Howell, Larry Ballantine

Finance Committee:

No recommendation pending further information:

Yeas: 8 (Eight): Peter Hughes, Dana DeCosta, Karen Doucette, Mark Kelleher, Mark Ameres, Daniel Tworek, Robert McCready, Michele Gallucci

Nays: 0 (Zero): None

PETITION THE GENERAL COURT TO AMEND MGL GOVERNING THE DISPERSAL OF
SCHOOL CHOICE FUNDS

ARTICLE 59: To see if the Town will vote to Ask the Board of Selectman, acting on behalf of the Town, to petition the state legislature, to amend the Massachusetts General Laws governing the dispersal of School Choice funds, to include all other forms of alternative education, as currently allowed by the state, e.g., homeschool and private school participants, etc. In addition, the petition should be made with language requesting that any changes to the MGL's should consider interim support to address any negative draw down impacts to the Public School System, during any resultant adjustment phase. By request of Daniel Baker

Explanation: This article is intended to encourage changes to the Massachusetts General Laws to extend the dispersal of School Choice funds to all other forms of state allowed alternative education, e.g., homeschool and private school participants, etc. Under the current School Choice laws, MGL Part I Title XII Chapter 76 Sections 12B & 12C, School Choice funds may only be dispersed to another Massachusetts public school or alternative state allowed charter schools, all other state allowed education alternatives, e.g., homeschool and private school participants, etc.,

are excluded from the School Choice program, and thus, excluded from any School Choice funds following the student thereto. State authorized School Choice funding following the student to one form of state allowed alternative education, while excluding School Choice funding from all other state allowed alternative forms of education, leans heavily towards being discriminatory.

As mentioned during last year's town meeting, real estate values and AP classes are important, but does Harwich really believe that children who would thrive in an alternative state allowed education opportunity should be sacrificed to benefit others?

Potential benefit for the Taxpayers: School Choice could eventually be a benefit to the taxpayers of Massachusetts, as well. Currently Charter Schools are entitled to receiving the full funding allotted for each child, although if future changes to the School Choice laws incorporate fractional funding vs full funding for all state allowed alternative education (including charter schools); families would have some skin in the game, which would result in wiser alternative educational choices and eventually a reduction in taxpayer burden.

Today, if the parent/student determines that state allowed homeschooling/private schooling is the correct educational choice for the student, they have to pay 100% out of pocket. Only those of sufficient wealth can afford school choices outside the public/charter school system. Those families that do pay out of pocket are also paying taxes supporting a public school/charter system that does not suit their needs, without the ability to recoup funds legally allotted for their child.

For families that are currently homeschooling/private schooling in the Monomoy School district, and this change would end discriminatory leaning practices and ensure fair and equitable treatment for all.

National School Choice Week: The third week in January has been proclaimed "National School Choice Week" by Presidential, gubernatorial and mayoral proclamations (which includes homeschooling/private schooling); and has recently been further supported by Senate Simple Resolution 11 which passed by unanimous consent on February 1 2023 and introduced to the House under Resolution H.Res.51 (2023-2024). For more information regarding "National School Choice Week", please go to website "schoolchoiceweek.com".

Many likely know that Arizona recently signed the most comprehensive School Choice program into law. Many other states have enacted similar programs. State-by-state School Choice information can also be found the "schoolchoiceweek.com" website.

Please join us to help end discriminatory leaning practices in education and vote for freedom of choice, educational diversity, fair/equitable treatment for all and greater student success.

Finance Committee Recommendation: The Finance Committee recommends indefinite postponement, (IPP). Although there is a potential for some people to benefit from some aspects of this proposal there is not enough information about the amount of money and where it will come from to gain support from the entire committee.

FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE INDEFINITELY POSTPONED (IPP). VOTE: YES-6, NO-2

ROLL CALL VOTES:

Board of Selectmen:

To accept and adopt:

Yeas: 4 (Four): Michael MacAskill, Mary Anderson, Donald Howell, Larry Ballantine

Nays: 0 (Zero): None

Finance Committee:

To indefinitely postpone:

Yeas: 6 (Six): Dana DeCosta, Karen Doucette, Mark Kelleher, Mark Ameres, Daniel Tworek, Robert McCready

Nays: 2 (Two): Peter Hughes, Michele Gallucci

INTERMUNICIPAL AGREEMENT FOR AN AGRICULTURAL/ENVIRONMENTAL EDUCATIONAL FACILITY LOCATED AT 374 MAIN STREET

ARTICLE 60: To see if the Town will vote to authorize and Direct the Board of Selectmen to enter into an Agreement with an Established Educational Facility, private party, or Not for Profit entertee, through all means necessary including yet not limited to, a Inter-municipal agreement or long term lease for purpose to create and operate an Agricultural/Environmental Educational Facility on said land acquired at the Harwich Annual Town Meeting 2000, Article 11, situated at 374 Main Street, North Harwich, shown on Harwich Assessors Map 47 as Parcel A-10 containing 33.6 acres, more or less. Being further shown on a plan recorded in the Barnstable County Registry of Deeds in Plan 460 Page 55 and further described in the deed recorded in the Barnstable Registry of Deeds of Book 10792 Page 257 being known as The Main Street Bog. Further authorize the Board of Selectmen to pursue any means necessary to accomplish this action, including yet not limited to, partition to Massachusetts State Legislature subject to Section 7 Chapter 293 of the Acts of 1998 entitled Establishment of Cape Cod Open Space Land Acquisition Program, an any other related questions of purposeful use of said land. Execute any and all instruments as may be necessary on behalf of the Town and to ack fully thereon. By request of Leo Cakounes.

Finance Committee Recommendation: The Finance Committee recommends this article be accepted and adopted to assist the Selectmen in developing an educational use of this property.

FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED.

VOTE: YES-8, NO-0

ROLL CALL VOTES:

Board of Selectmen:

To accept and adopt:

Yeas: 4 (Four): Michael MacAskill, Mary Anderson, Donald Howell, Larry Ballantine

Nays: 0 (Zero): None

Finance Committee:

To accept and adopt:

Yeas: 8 (Eight): Peter Hughes, Dana DeCosta, Karen Doucette, Mark Kelleher, Mark Ameres,

Daniel Tworek, Robert McCready, Michele Gallucci
Nays: 0 (Zero): None

AMEND ACTION OF ANNUAL MEETING OF 2000, ARTICLE 11 PURCHASE OF 374 MAIN STREET

ARTICLE 61: To see if the Town will vote to Amend action of the Towns Annual Meeting of 2000, Article 11 purchase of 374 Main Street, North Harwich, described in deed recorded at Barnstable County Registry of Deeds Book 10792 Page 257 and shown on a plan Recorded at Barnstable County Registry of Deeds in Plan Book 460 Page 55 by adding the following...the property described in the article for (AGRICULTURAL AND ENVIRONMENTAL EDUCATION,) preservation, open space...and to ack fully thereon. By request of Leo Cakounes.

Finance Committee Recommendation: The Finance Committee recommends this article be accepted and adopted to add the necessary language to the deed for developing an educational use of this property.

**FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED.
VOTE: YES-8, NO-0**

ROLL CALL VOTES:

Board of Selectmen:

To accept and adopt:

Yeas: 4 (Four): Michael MacAskill, Mary Anderson, Donald Howell, Larry Ballantine
Nays: 0 (Zero): None

Finance Committee:

To accept and adopt:

Yeas: 8 (Eight): Peter Hughes, Dana DeCosta, Karen Doucette, Mark Kelleher, Mark Ameres,
Daniel Tworek, Robert McCready, Michele Gallucci
Nays: 0 (Zero): None

HERRING FISHERIES

ARTICLE 62: To see what action the Town will take in regard to the Herring Fisheries; and to act fully thereon. Customary Article.

Finance Committee Recommendation: The Finance Committee recommends this customary article be accepted and adopted.

**FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED.
VOTE: YES-8, NO-0**

ROLL CALL VOTES:

Board of Selectmen:

To accept and adopt:

Yeas: 4 (Four): Michael MacAskill, Mary Anderson, Donald Howell, Larry Ballantine
Nays: 0 (Zero): None

Finance Committee:

To accept and adopt:

Yeas: 8 (Eight): Peter Hughes, Dana DeCosta, Karen Doucette, Mark Kelleher, Angelo LaMantia,
Mark Ameres, Robert McCready, Michele Gallucci

Nays: 0 (Zero): None

**COMMONWEALTH OF MASSACHUSETTS
TOWN OF HARWICH
TOWN ELECTION WARRANT
MAY 16, 2023**

BARNSTABLE, ss:

To either of the Constables of the Town of Harwich in said County,

Greetings:

In the name of the Commonwealth of Massachusetts you are hereby directed to notify and warn the inhabitants of said Town qualified to vote in elections and Town affairs to meet in the Community Center Gymnasium, 100 Oak Street, in said Town on Tuesday, May 16, 2023

POLLS WILL BE OPEN AT 7:00 A.M. and CLOSE AT 8:00 P.M.

To choose on one (1) ballot the following Town Officers and Committees: Two (2) members of the Board of Selectmen for a three year term; Two (2) members of the Monomoy Regional School Committee for a three year term; Two (2) Trustees of the Brooks Free Library for a three year term; Two (2) Water/Wastewater Commissioners for a three year term.

BALLOT QUESTIONS

1. Shall the Town of Harwich be allowed to exempt from the provisions of proposition two and one-half, so-called, the amounts required to pay for the bond issued for the design, permitting, and construction of a dry sewer pipe along Route 28 including any and all other costs incidental and related thereto?

YES _____ NO _____

2. Shall the Town of Harwich be allowed to exempt from the provisions of proposition two and one-half, so-called, the amounts required to pay for the bond issued in order to implement Phase 3 and portions of Phase 8 of the Town of Harwich Comprehensive Wastewater Management Plan (CWMP), approved by the Massachusetts Secretary of Energy and Environmental Affairs in a Massachusetts Environmental Policy Act Certificate dated May 13, 2016, consisting of the design, permitting, and construction of sewers in the Pleasant Bay Watershed, including any and all other costs incidental and related thereto?

YES _____ NO _____

3. Shall the Town of Harwich approve the charter amendment proposed by Town Meeting summarized below?

SUMMARY

Massachusetts General Laws, Chapter 43B, Section 10, allows Town Meeting to vote to amend the Town's Charter. On May 2, 2022, Harwich's Annual Town Meeting voted to amend the Town's

Charter through Article 40 of the warrant. That Charter Amendment is conditioned upon the voters approving the same at this 2023 Annual Town Election.

The proposal will amend the Charter by deleting all references to the words “Board of Selectmen” and “Chairman,” in all instances in which they appear, and replacing those words with the gender-neutral alternatives of “Select Board,” and “Chair,” respectively. The proposal will insert a new Section 3-1-3 of the Charter to clarify that the “Select Board” maintains all duties, responsibilities, and authority of a “Board of Selectmen” under the general and special laws. Finally, the proposal will delete the definition of “He/His” in Section 10.3.1 of the Charter. These amendments serve to make the Charter’s language more gender-neutral, but do not substantively alter any of its terms.

A “YES” vote on this Ballot Question would be in favor of approving this amendment to the Charter.

A “NO” vote on this Ballot Question would be opposed to approving this amendment to the Charter.

YES _____ NO _____

Hereof fail not and make return of this warrant with your doings thereon at the time and place of said voting.

Given under our hands this 3rd day of April, 2023.

Michael D. MacAskill, Chair

Mary E. Anderson, Vice Chair

Donald F. Howell, Clerk

Julie E. Kavanagh

Larry G. Ballantine

Board of Selectmen
Town of Harwich

A true copy Attest:

Constable

FY 2024 OPERATING BUDGET
Board of Selectmen Recommendations

LINE #	DEPT #	DEPT NAME	2022 ACTUAL	2023 ORIG BUD	2024 BOS RECOMMEND	% Change
		GENERAL FUND - BAL	3,497,289	1,819,823	1,015,050	-44.2%
1	114	MODERATOR S&W	0	1,000	1,000	0.0%
2	122	SELECTMEN S&W	11,400	762,500	12,500	-98.4%
3	122	SELECTMEN - EXP	4,225	8,750	8,750	0.0%
4		Sub-Total	15,625	771,250	21,250	-97.2%
5	131	FINANCE COMMITTEE S&W	0	3,000	3,000	0.0%
6	131	FINANCE COMMITTEE - EXP	888	2,000	2,000	0.0%
7		Sub-Total	888	5,000	5,000	0.0%
8	131	FINANCE COMMITTEE RESERVE FUND	0	50,000	50,000	0.0%
9	135	TOWN ACCOUNTANT - S&W	253,797	284,406	282,824	-0.6%
10	135	TOWN ACCOUNTANT - EXP	8,757	8,139	9,844	20.9%
11	136	AUDIT - EXP	40,000	45,000	49,000	8.9%
12		Sub-Total	302,554	337,545	341,668	1.2%
13	141	ASSESSORS - S&W	153,596	206,844	234,344	13.3%
14	141	ASSESSORS - EXP	80,062	140,450	147,080	4.7%
15		Sub-Total	233,658	347,294	381,424	9.8%
16	143	TOWN COLLECTIONS - S&W	9,460	15,000	14,000	-6.7%
17	143	TOWN COLLECTIONS - EXP	5,060	6,140	9,190	49.7%
18		Sub-Total	14,520	21,140	23,190	9.7%
19	144	POSTAGE	41,921	50,000	50,000	0.0%
20	145	TREASURER - S&W	285,319	296,268	307,839	3.9%
21	145	TREASURER - EXP	99,093	92,353	93,173	0.9%
22		Sub-Total	384,413	388,621	401,012	3.2%
23	148	MEDICARE & VACATION	335,417	444,354	506,358	14.0%
24	149	ADMINISTRATION - S&W	396,135	543,821	421,593	-22.5%
25	149	ADMINISTRATION - EXP	117,995	133,000	163,000	22.6%
26		Sub-Total	514,129	676,821	584,593	-13.6%
27	152	LEGAL SERVICES - EXP	193,633	185,000	185,000	0.0%
28	152	CLAIMS & SUITS	0	500	500	0.0%
29		Sub-Total	193,633	185,500	185,500	0.0%
30	155	INFORMATION TECHNOLOGY - S&W	62,655	91,940	94,758	3.1%
31	155	INFORMATION TECHNOLOGY - EXP	253,651	439,500	474,247	7.9%
32		Sub-Total	316,306	531,440	569,005	7.1%
33	156	IT CHANNEL 18 S&W	143,040	153,629	169,054	10.0%
34	156	IT CHANNEL 18 EXP	27,193	37,240	48,400	30.0%
35		Sub-Total	170,233	190,869	217,454	13.9%
36	157	CONSTABLE S & W	375	700	700	0.0%

FY 2024 OPERATING BUDGET
Board of Selectmen Recommendations

LINE #	DEPT #	DEPT NAME	2022 ACTUAL	2023 ORIG BUD	2024 BOS RECOMMEND	% Change
37	161	TOWN CLERK - S&W	274,661	238,499	249,927	4.8%
38	161	TOWN CLERK - EXP	40,983	61,304	60,360	-1.5%
39		Sub-Total	315,644	299,803	310,287	3.5%
40	171	CONSERVATION - S&W	153,334	160,786	197,658	22.9%
41		CONSERVATION - EXP	5,059	6,686	11,532	72.5%
42		Sub-Total	158,393	167,472	209,190	24.9%
43	173	HOUSING ADVOCATE - S&W			76,096	0.0%
44		HOUSING ADVOCATE - EXP			2,500	0.0%
45		Sub-Total			78,596	0.0%
46	174	TOWN PLANNER - S&W	128,473	153,036	174,015	13.7%
47		TOWN PLANNER - EXP	2,442	5,601	6,581	17.5%
48		Sub-Total	130,916	158,637	180,596	13.8%
49	176	BOARD OF APPEALS - S&W	0	2,050	2,050	0.0%
50		BOARD OF APPEALS - EXP	265	800	4,256	432.0%
51		Sub-Total	265	2,850	6,306	121.3%
52	180	ALBRO HOUSE - EXP	2,814	5,000	5,000	0.0%
53	181	OLD RECR BUILDING - EXP	4,239	6,500	6,500	0.0%
54	182	WEST HARWICH SCHOOL - EXP	402	1,600	0	-100.0%
55		Sub-Total	7,455	13,100	11,500	-12.2%
56	183	COMMUNITY DEVELOPMENT - S&W	5,053	0	0	0.0%
57	183	COMMUNITY DEVELOPMENT - EXP	11,032	5,898	5,898	0.0%
58		Sub-Total	16,086	5,898	5,898	0.0%
59	191	PUBLIC BUILDINGS REPAIRS	0	2,000	2,000	0.0%
60	192	TOWN/FIN COM REPORTS	0	10,000	10,000	0.0%
61	194	ADVERTISING	0	30,000	30,000	0.0%
62	210	POLICE - S&W	3,885,844	4,310,121	4,536,616	1.0%
63	210	POLICE - EXP	336,392	528,237	604,555	14.4%
64		Sub-Total	4,222,236	4,838,358	5,141,171	6.3%
65	220	FIRE - S&W	4,229,895	4,397,138	5,002,934	13.8%
66	220	FIRE - EXP	497,698	597,499	800,714	34.0%
67		Sub-Total	4,727,593	4,994,637	5,803,648	16.2%
68	241	BUILDING - S&W	456,026	455,517	610,081	33.9%
69	241	BUILDING - EXP	7,059	14,885	17,085	14.8%
70		Sub-Total	463,085	470,402	627,166	33.3%
71	291	EMERGENCY MANAGEMENT - S&W	5,810	5,408	5,515	2.0%
72	291	EMERGENCY MANAGEMENT - EXP	3,176	8,500	8,500	0.0%
73		Sub-Total	8,987	13,908	14,015	0.8%

FY 2024 OPERATING BUDGET
Board of Selectmen Recommendations

LINE #	DEPT #	DEPT NAME	2022 ACTUAL	2023 ORIG BUD	2024 BOS RECOMMEND	% Change
74	296	NATURAL RESOURSCES S&W	114,867	116,307	124,320	6.9%
75	296	NATURAL RESOURCES - EXP	25,394	27,100	27,100	0.0%
76		Sub-Total	140,262	143,407	151,420	5.6%
77	297	PLEASANT BAY ALLIANCE	23,760	25,232	25,232	0.0%
78	411	TOWN ENGINEER - S&W	0	101,589	176,277	73.5%
79	411	TOWN ENGINEER - EXP	41,420	39,350	40,850	3.8%
80		Sub-Total	41,420	140,939	217,127	54.1%
81	421	HIGHWAY - S&W	2,727,671	2,778,807	3,067,180	10.4%
82	421	HIGHWAY - EXP	3,590,599	3,355,968	3,881,470	15.7%
83		Sub-Total	6,318,271	6,134,775	6,948,650	13.3%
84	423	SNOW/ICE - S&W	110,215	40,000	40,000	0.0%
85	423	SNOW/ICE - EXP	293,332	95,000	95,000	0.0%
86		Sub-Total	403,547	135,000	135,000	0.0%
87	424	STREET LIGHTS	24,165	30,000	30,000	0.0%
88	491	CEMETERY ADMINISTRATION - S&W	71,434	71,434	80,162	12.2%
89	491	CEMETERY ADMINISTRATION - EXP	4,470	5,108	5,108	0.0%
90		Sub-Total	75,904	76,542	85,270	11.4%
91	510	BOARD OF HEALTH - S&W	213,724	269,893	284,597	5.4%
92	510	BOARD OF HEALTH - EXP	10,320	18,425	18,425	0.0%
93	510	BOARD OF HEALTH - OPIOID ABATEMENT	0	0	102,328	
93		Sub-Total	224,044	288,318	405,350	40.6%
94	540	COMMUNITY CENTER - S&W	196,209	203,327	261,935	28.8%
95	540	COMMUNITY CENTER - EXP	120,329	120,682	158,152	31.0%
96		Sub-Total	316,538	324,009	420,087	29.7%
97	541	COUNCIL ON AGING - S&W	378,115	448,127	465,118	3.8%
98	541	COUNCIL ON AGING - EXP	64,793	112,773	118,045	4.7%
99		Sub-Total	442,908	560,900	583,163	4.0%
100	542	YOUTH COUNSELOR S&W	96,854	98,154	105,148	7.1%
101	542	YOUTH COUNSELOR EXPENS	3,100	4,250	4,430	4.2%
102		Sub-Total	99,954	102,404	109,578	7.0%
103	543	VETERANS EXPENSE/BENEFITS	115,546	145,018	145,805	0.5%
104	550	DISABILTY RIGHTS - EXP	0	500	500	0.0%
105	560	HUMAN SERVICES	81,193	83,250	83,250	0.0%
106	610	LIBRARY - S&W	718,507	755,032	819,809	8.6%
107	610	LIBRARY - EXP	271,021	280,183	300,400	7.2%
108		Sub-Total	989,528	1,035,215	1,120,209	8.2%

**FY 2024 OPERATING BUDGET
Board of Selectmen Recommendations**

LINE #	DEPT #	DEPT NAME	2022 ACTUAL	2023 ORIG BUD	2024 BOS RECOMMEND	% Change
109	629	RECREATION SEASONAL S&W	224,274	219,179	298,919	36.4%
110	629	RECREATION & YOUTH S&W	259,070	264,600	279,271	5.5%
111	629	RECREATION & YOUTH EXP	43,577	48,075	59,225	23.2%
112		Sub-Total	526,922	531,854	637,415	19.8%
113	633	HARBORMASTER - S&W	338,883	360,621	386,952	7.3%
114	633	HARBORMASTER - EXP	198,819	250,879	324,470	29.3%
115		Sub-Total	537,702	611,500	711,422	16.3%
116	670	BROOKS ACADEMY MUSEUM COMMISSION - EXP	15,080	14,000	14,000	0.0%
117	670	HISTORICAL COMMISSION - S&W	0	2,040	2,040	0.0%
118	670	HISTORICAL COMMISSION - EXP	0	350	350	0.0%
119		Sub-Total	0	2,390	2,390	0.0%
120	692	CELEBRATIONS - EXP	0	1,600	1,600	0.0%
121	695	GOLF S&W	951,340	1,002,424	1,070,470	6.8%
122	695	GOLF - EXP	622,509	656,114	702,122	7.0%
123	695	GOLF CAPITAL OUTLAY	64,190	68,000	73,000	7.4%
124		Sub-Total	1,638,039	1,726,538	1,845,592	6.9%
125	698	CULTURAL AFFAIRS - S&W			80,385	0.0%
126		CULTURAL AFFAIRS - EXP			2,500	0.0%
127		Sub-Total	0	0	82,885	0.0%
128		GOLF IMA MRSD	31,741	83,538	84,418	1.1%
129	199	ELECTRICITY - CVEC	66,759	77,644	77,644	0.0%
130		Total Departmental Budgets	28,196,611	29,115,995	30,701,584	5.4%
778		Total Debt Service (Prin & Int)		3,082,196	2,541,802	-17.5%
		Semi-Fixed & Fixed Costs				
		Barnstable County Retirement System		3,504,895	3,474,024	-0.9%
		Unemployment Compensation		20,000	20,000	0.0%
		Group Health Insurance		5,275,725	5,362,192	1.6%
		OPEB		250,000	250,000	0.0%
		General Insurance		910,082	956,060	5.1%
		General Insurance Deductible		20,000	20,000	0.0%
				9,980,702	10,082,276	1.0%
		<u>TOTAL TOWN (Full Cost of Art. 4)</u>		42,178,893	43,325,662	2.7%

Enhancement of Services: Additions to Staffing

Line # Eight (8) Full-time Positions:

- 65 Fire Dept.: 4 Firefighters (4)
- 68 Building Dept.: Planning/Zoning Coordinator (1)
- 81 Highway Dept.: Custodian (at Com. Ctr.) (1)
- 97 Community Ctr.: Program Specialist (1)
- Shared 1.0 FTE resource for Conservation/Building (1)
- Building Inspector goes from .5 to 1.0 FTE

FTE = Full-Time Equivalent

**Five Year Capital Outlay Plan
FY 2024 to 2028**

Department	Title	FY2024	FY2025	FY2026	FY2027	FY 2028	Five Year Total
Administration	Beautify the villages of Harwich	50,000	50,000	50,000	50,000	50,000	250,000
Administration							
Channel 18	Equipment upgrades	4,388	47,863	24,897	45,000	16,500	138,648
Channel 18							
Facilities Maintenance	100 Oak Street (Community Center)	145,500	295,000	0	653,000	0	1,093,500
Facilities Maintenance	183 Oak Street (Cranberry Valley Golf Course)	0	0	85,000	0	0	85,000
Facilities Maintenance	183 Sisson Road (Public Safety Complex)	0	52,000	0	0	135,000	187,000
Facilities Maintenance	204 Sisson Road (old Middle School)	1,982,427	650,000	265,000	0	0	2,897,427
Facilities Maintenance	209 Queen Anne Rd (DPW Complex)	0	0	0	3,680,000	0	3,680,000
Facilities Maintenance	273 Queen Anne Rd (Transfer Station)	157,300	0	0	0	545,000	702,300
Facilities Maintenance	728 Main Street (Albro House)	0	0	0	0	0	0
Facilities Maintenance	732 Main Street (Town Hall)	0	0	0	0	275,000	275,000
Facilities Maintenance	739 Main Street (Brooks Free Library)	90,000	0	0	40,000	740,000	870,000
Facilities Maintenance	80 Parallel St (Brooks Academy)	0	175,000	350,000	350,000	0	875,000
Facilities Maintenance	715 Route 28 (Harbor complex)	0	200,000	0	0	0	200,000
Facilities Maintenance	ADA compliance requirements	121,000	0	0	0	0	121,000
Facility Maintenance							
Fire Department	Ambulances	0	450,000	0	463,500	0	913,500
Fire Department	Engines/Other Fire Equipped Vehicles	350,000	0	0	0	750,000	1,100,000
Fire Department	Equipment replacements	36,580	0	0	0	0	36,580
Fire Department	Vehicles	0	70,000	0	0	0	70,000
Fire Department							
Golf	Irrigation Update	0	1,250,000	0	0	0	1,250,000
Golf							
Harbormaster	Allen Harbor Jetty	0	0	0	2,350,000	0	2,350,000
Harbormaster	Herring River Ramp replacement	0	30,000	0	300,000	0	330,000
Harbormaster	Wixon Landing improvements	30,000	0	0	0	0	30,000
Harbormaster	Saquatucket Bulkhead replacements	0	0	650,000	0	9,915,000	10,565,000
Harbormaster	Vehicle replacement	0	0	42,000	0	0	42,000
Harbors							
Harwich Elementary School	Maintenance	0	0	180,000	100,000	100,000	380,000
Harwich Elementary School							
Information Technology	Technology reinvestment	387,000	250,000	250,000	250,000	250,000	1,387,000
Information Technology							
Police Department	Police Cruiser replacements	183,000	0	0	0	0	183,000
Police Department	Equipment replacements	64,115	56,115	56,115	18,000	0	194,345
Police Department	Technology replacement	20,000	0	0	0	0	20,000
Police Department							
Public Works	Road maintenance/improvements	1,400,000	1,400,000	1,400,000	1,400,000	1,400,000	7,000,000
Public Works	Equipment replacements	75,000	0	0	0	0	75,000
Public Works	Vehicle replacements	515,000	605,000	555,000	650,000	505,000	2,830,000
Public Works							
Water Department	Vehicle replacements	0	175,000	0	0	0	175,000
Water Department	Equipment replacements	0	125,000	0	0	0	125,000
Water Department	Pavement management plan	175,000	0	0	0	0	175,000
Water Department	New well source exploration (phase 2)	600,000	0	0	0	0	600,000
Water Department	Rt. 28 water main replacemenet	14,700,000	0	0	0	0	14,700,000
Water Department	Paint Pleasant Lake Ave. tank	0	2,000,000	0	0	0	2,000,000
Water Department	Distribution system upgrades	0	10,000,000	0	0	0	10,000,000
Water Department	Pipe discontinuity upgrade	0	0	1,500,000	0	0	1,500,000
Water Department							
Wastewater Department	E. Harwich Collection System Expansion	50,000,000	0	0	0	0	50,000,000
Wastewater Department	Phase 4 Collection System design	0	2,500,000	0	0	0	2,500,000
Wastewater Department	Rt. 28 sewer main installation	6,500,000	0	0	0	0	6,500,000
Wastewater Department							
ANNUAL TOTALS		77,586,310	20,130,978	4,978,012	9,999,500	14,349,500	126,515,720

Hereof fail not and make return of this warrant with your doings thereon at the time and place of said voting.

Given under our hands this 3rd day of April, 2023.

Michael D. MacAskill, Chair

Mary E. Anderson, Vice Chair

Donald F. Howell, Clerk

Julie E. Kavanagh

Larry G. Ballantine

Board of Selectmen
Town of Harwich

A true copy Attest:

Constable

**COMMONWEALTH OF MASSACHUSETTS
TOWN OF HARWICH
TOWN ELECTION WARRANT
MAY 16, 2023**

BARNSTABLE, ss:

To either of the Constables of the Town of Harwich in said County,

Greetings:

In the name of the Commonwealth of Massachusetts you are hereby directed to notify and warn the inhabitants of said Town qualified to vote in elections and Town affairs to meet in the Community Center Gymnasium, 100 Oak Street, in said Town on Tuesday, May 16, 2023

POLLS WILL BE OPEN AT 7:00 A.M. and CLOSE AT 8:00 P.M.

To choose on one (1) ballot the following Town Officers and Committees: Two (2) members of the Board of Selectmen for a three year term; Two (2) members of the Monomoy Regional School Committee for a three year term; Two (2) Trustees of the Brooks Free Library for a three year term; Two (2) Water/Wastewater Commissioners for a three year term.

BALLOT QUESTIONS

1. Shall the Town of Harwich be allowed to exempt from the provisions of proposition two and one-half, so-called, the amounts required to pay for the bond issued for the design, permitting, and construction of a dry sewer pipe along Route 28 including any and all other costs incidental and related thereto?

YES _____ NO _____

2. Shall the Town of Harwich be allowed to exempt from the provisions of proposition two and one-half, so-called, the amounts required to pay for the bond issued in order to implement Phase 3 and portions of Phase 8 of the Town of Harwich Comprehensive Wastewater Management Plan (CWMP), approved by the Massachusetts Secretary of Energy and Environmental Affairs in a Massachusetts Environmental Policy Act Certificate dated May 13, 2016, consisting of the design, permitting, and construction of sewers in the Pleasant Bay Watershed, including any and all other costs incidental and related thereto?

YES _____ NO _____

3. Shall the Town of Harwich approve the charter amendment proposed by Town Meeting summarized below?

SUMMARY

Massachusetts General Laws, Chapter 43B, Section 10, allows Town Meeting to vote to amend the Town's Charter. On May 2, 2022, Harwich's Annual Town Meeting voted to amend the Town's

Charter through Article 40 of the warrant. That Charter Amendment is conditioned upon the voters approving the same at this 2023 Annual Town Election.

The proposal will amend the Charter by deleting all references to the words “Board of Selectmen” and “Chairman,” in all instances in which they appear, and replacing those words with the gender-neutral alternatives of “Select Board,” and “Chair,” respectively. The proposal will insert a new Section 3-1-3 of the Charter to clarify that the “Select Board” maintains all duties, responsibilities, and authority of a “Board of Selectmen” under the general and special laws. Finally, the proposal will delete the definition of “He/His” in Section 10.3.1 of the Charter. These amendments serve to make the Charter’s language more gender-neutral, but do not substantively alter any of its terms.

A “YES” vote on this Ballot Question would be in favor of approving this amendment to the Charter.

A “NO” vote on this Ballot Question would be opposed to approving this amendment to the Charter.

YES _____ NO _____

Hereof fail not and make return of this warrant with your doings thereon at the time and place of said voting.

Given under our hands this 3rd day of April, 2023.

Michael D. MacAskill, Chair

Mary E. Anderson, Vice Chair

Donald F. Howell, Clerk

Julie E. Kavanagh

Larry G. Ballantine

Board of Selectmen
Town of Harwich

A true copy Attest:

Constable



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 Fri, 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 Sundae School Inc Phone 508 430 2444

Doing Business As (d/b/a) Sundae School Ice Cream

Business Address 606 Route 28 Harwich Port 02646

Mailing Address P.O. Box 1001 Dennisport, MA 02639

Email Address sundae @ sundae school. com

Name of Owner Paul & Andrea Endres Managers - Mike Endres, Michelle White

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

Paul J. Endres (Pres.)

Andrea Endres (Treas)

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.

Paul J. Endres
Signature of Applicant, Owner or Manager

3/22/23
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.



**Commonwealth Of Massachusetts
Alcoholic Beverages Control Commission**

Jean M. Lorizio, Esq.
Commission Chairman

**2023
Retail License Renewal**

License Number: 06245-HT-0506	Municipality: HARWICH
License Name : Chase Escape Cape Cod LLC	License Class: Seasonal
DBA : The Summer House Cafe	License Type: Hotel/Innkeeper
Premise Address: 126 Route 28 Harwich, MA 02171	License Category: All Alcoholic Beverages
Manager: Thomas Paulini	

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).

Nicholas Fiorillo
Signature

3/19/2023
Date

Nicholas Fiorillo
Printed Name

manager
Title

Additional Information:

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



Harwich Fire Department

Fire Suppression

Prevention

Emergency Services



David J. LeBlanc, **Chief of Department**

Craig W. Thornton, **Deputy**

Danielle Freiner
732 Main Street
Harwich Center 02645

Danielle,

This is to inform the town that the Property at 126 Route 28 d/b/a/ Summer House Café The Cape Escape Cape Cod LLC. Is not in compliant at this time.

- 1) Sprinkler system is shut down due to a broken sprinkler head.
- 2) Sprinkler backflow needs to be tested with reports to be filed with Harwich Water Department showing the backflow is compliant.
- 3) Fire Department needs updated fire alarm report.
- 4) Fire Department needs updated sprinkler report.
- 5) Fire Department has not done an occupancy inspection on the property in three years and is required before issuing any licenses for occupancy.
- 6) Fire Department has some safety concerns about the out buildings on this property and they need to be inspected as well prior to any occupancy being granted.
- 7) Fire Department has some concerns about the unfished second floor of the main building as well.

Bruce F. Young, Fire Inspector
Town of Harwich



BUILDING DEPARTMENT • 732 Main Street, Harwich, MA 02645



ph: 508-430-7506 fax: 508-430-4703

MEMO

TO: Board of Selectmen
FROM: Jack Mee, Building Commissioner *Jm.*
DATE: March 27, 2023
RE: 126 Route 28/Summerhouse Cafe

No building permit applications for 126 Route 28 have been submitted as of March 27, 2023. As such, I will not be able to sign-off on any applications.

Please contact me with any further questions.



Town of Harwich

Board of Health

732 Main Street Harwich, MA 02645

508-430-7509 – Fax 508-430-7531

E-mail: health@town.harwich.ma.us

To: Select Board
From: Carrie Schoener, Senior Health Agent
Date: March 27, 2023
RE: Request for Departmental Input for 126 Route 28, West Harwich

At the January 18, 2023 the Board of Health meeting the Board voted to require a fully complaint septic system to be installed by June 1, 2023 at 126 Route 28. The Board also voted that the building is not to be occupied or operable until the Certificate of Compliance for the septic system has been issued. To date we have not heard from the owner of the property regarding the matter. The Health Department would be unable to approve the application for a liquor license until the septic system is on compliance with this order.

OLD BUSINESS



OFFICE OF THE TOWN ADMINISTRATOR

732 MAIN STREET, HARWICH, MA 02645

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

Phone (508) 430-7513
Fax (508) 432-5039

MEMO

TO: Board of Selectmen

FROM: Joseph F. Powers, *JF* Town Administrator

CC: Meggan Eldredge, Assistant Town Administrator

RE: Update on Requests for Proposals (RFPs)

DATE: Friday, March 31, 2023

This memorandum relates to the agenda item under Old Business, Item A Update on the following Request for Proposals. Specifically, you have asked for information regarding the following:

1. 204 Sisson Road;
2. West Harwich Baptist Church; and
3. 70 Willow Street.

204 Sisson Road:

The Assistant Town Administrator and Director of Cultural Affairs met this week and discussed a draft Scope of Services as well as assessment criteria. I expect the Board will be presented with the complete RFP document for review at your meeting on April 18, 2023.

West Harwich Baptist Church:

The Assistant Town Administrator is working with our Housing Advocate on this proposal project. A related RFP for appraisal work (required next step) has been completed and we are currently in contract language review with an appraiser. Additionally, the Housing Advocate has completed the scope of services and assessment criteria with the oversight of the Assistant Town Administrator.

70 Willow Street

Attorney Katie Klein (KP Law) is working with her firm's tax title subcontractor to ensure the town has clear title to 70 Willow Street prior to finalizing a Request for Proposal to dispose of the property. The town can use the proceeds from this RFP process to impact upon affordable housing as the Board of Selectmen determines to be most appropriate.

TOWN
ADMINISTRATOR'S
REPORT

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
Joseph F. Powers, Town Administrator

From: Meggan Eldredge, Assistant Town Administrator 

RE: Contract with Partner Solutions General Contracting Corp.

Date: March 28, 2023

An Invitation to Bid was developed for comfort station cleaning for the 2023 season. As requested by Board members, the season was extended into April and through the middle of October at three locations.

Utilizing the State Contract FAC114 under MGL Chapter 30B for supplies and services, vendors were contacted to submit bids. One bid was received from Partner Solutions. This vendor held this contract two years ago and performance was satisfactory. Upon review of the bid package by Sean Libby and I, we agree that Partner Solutions is responsive and responsible. A contract has been executed in the amount of \$57,575.20.

Funding for this service is provided within the operating budget of the Department of Public Works.

TOWN OF HARWICH
INVITATION FOR BIDS
FOR THE PROCUREMENT OF
COMFORT STATION JANITORIAL SERVICES

Sealed bids for Comfort Station Janitorial Services for the Town of Harwich will be received at the Office of the Town Administrator, Town Hall, 732 Main Street, Harwich, MA 02645 until **2:00 P.M. Wednesday, March 22, 2023** at which time all bids will be publicly opened and read. Bids received after this time will be rejected. Delivery of the bids will be at the bidder's expense. Any and all damages that may occur due to packaging, shipping or timely arrival will be the sole responsibility of the bidder. All bids must be submitted in one sealed envelope clearly marked: "Town of Harwich Comfort Station Janitorial Services Bid Submission".

Information for bidders, bid forms, specifications and other contract documents may be examined or obtained from the Town of Harwich website at the following address: <https://www.harwich-ma.gov/home/pages/procurement> . All inquiries relative to this Invitation for Bids are to be directed to Sean Libby at slibby@townofharwich.us by 4:00 P.M. on March 16, 2023.

The Town of Harwich reserves the right to reject any and all bids if it determines that such bid does not represent the best interest of the Town. The Board of Selectmen reserves the right to waive any informalities. The bid process and award of contract are made in conformity with M.G.L. c30B, unless otherwise stated.

Joseph F. Powers
Town Administrator

Cape Cod Chronicle:
March 2, 2023

TOWN OF HARWICH COMFORT STATION JANITORIAL SERVICES

SCOPE OF SERVICES AND SPECIFICATIONS

Purchase Description/Scope of Services

The Town of Harwich is seeking bids for janitorial services for selected town comfort stations. General conditions, minimum performance requirements and comfort station services and contract are included as Exhibits 1-6.

Contract Term Length

After selection of the lowest price responsive and responsible bid, a written contract containing the terms of this IFB and the bidder's response shall be executed by the successful respondent and the Town.

The contract period is for the 2023 beach season with (2) one year options. The Town anticipates a 04/17/2023 start date; however, the actual period will be determined as mutually agreed upon between the Town and successful respondent.

The form of contract, minimum terms and conditions is included with these bid documents. Any terms or conditions imposed by a respondent must be contained within their response and must not conflict with the requirements and/or specifications contained within this IFB.

Bid Form

Each bidder must submit the following Bid Form included as Attachment A. Bid forms must be completed in ink or by typewriter. The bid price for each item on the form shall be stated in figures. Discrepancies between the indicated sum of any column(s) and the correct sum of any column(s) will be resolved in favor of the correct sum. All bid forms must be signed by an officer of the company authorized to enter into contracts.

Site Visit (optional)

Prospective bidders are encouraged to schedule a site visit with the Town to view the comfort stations. Site visits can be arranged by contacting the Town of Harwich Facilities Maintenance Manager, Sean Libby, slibby@townofharwich.us, (508) 430-7555.

Substitutions

Bids shall be based on using the products as specified and provided in the IFB documents. Where several materials are specified by name for one use, any of those so specified may be supplied.

Whenever the specified products are specified exclusively by trade name, by manufacturer's name or by catalog reference, only such items shall be provided, unless the Town's written approval for substitution is secured in accordance with the conditions of the IFB and/or contract.

Work Schedule, Time Limits, and Notice to Proceed

Bidders shall furnish a proposed work schedule, in writing, with their bid. A final work schedule shall be submitted at the time of delivery of the executed contract to the Town, allowing for completion of the contract work prior to the date specified in the IFB documents and final contract. The Town will review the completed documents, proposed schedule, ask for revisions or corrections, if any, and issue a "Notice to Proceed," indicating the Town's agreement with the final contract terms and schedule. Work may begin upon receipt of the Notice to Proceed.

Additional Information or Specifications

Attachment A Bid Form

Exhibit 1 General Conditions and Provisions

Exhibit 2 Minimum Performance Requirements

Exhibit 3 Cleaning Date/Time Certification

Exhibit 4 Single Stall Comfort Station Representative Floor Plan

Exhibit 5 Two Stall Comfort Station Representative Floor Plan

Exhibit 6 Contract

TOWN OF HARWICH
COMFORT STATION JANITORIAL SERVICES

Bid Form

The above referenced company agrees to furnish Comfort Station Janitorial Services as indicated in these specifications for the Price indicated below.

For the 2023 Season:

Dollar amount: \$ 57,575.20

In written words: Fifty-seven thousand, five hundred seventy-five dollars and twenty cents.

Partner Solutions General Contracting Corp.

Company Name

501 John Mahar Hwy Ste. 101,

Braintree, MA 02184

Address

617-553-4862

Telephone #

Alternate Contact Name/Number Ricardo Pereira - 617-553-4862 Ext 402

sales@partnerfacility.com

Email address



LEONARDO SOUSA
CEO - President & Founder
Partner Facility Solutions
501 John Mahar
Braintree, MA

Authorized Signatory & Title

Leonardo Sousa - President

Printed Name

EXHIBIT 1 – General Conditions and Provisions

General Conditions It is the intent of these specifications to document all services, supplies and equipment required to clean and keep clean all areas not specifically excluded.

Performance. Contractors are expected to maintain an overall cleaning performance level at or above the standards listed. The cleaning standards outlined in this IFB are the minimum acceptable level of performance. **Excessive missed or low standard cleanings will be considered the contract in default.**

Labor/Full-time Contractor shall provide an adequate number of competent, properly trained personnel with qualified supervision to provide the services required at all times. Contractor shall provide all personnel with a complete set of specifications and cleaning schedules to ensure all required services are completed. Any Contractor's employee whose employment or performance is objectionable to the Town shall be immediately removed from this Contract.

Contractor shall insure satisfactory security clearance for all employees who will perform work on the premises. Employees who are "not a United States citizen or have not been granted status by the United States government as a permanent resident alien" will not be allowed to work at this facility.

Equipment. The Successful bidder is responsible for all cleaning equipment and products, this includes, brooms, dust pans, mops, mop buckets, cleaning and disinfectant solution for floors, walls, surfaces, toilets, sinks, Vacuum cleaners, vacuum bags, dusting products and materials, window cleaning products and materials.

Contractor Employee Requirements. The Harwich Police Department shall conduct a Criminal Offender Record Information (CORI) check on all candidates prior to assignment to perform services required by this contract.

The contractor shall submit brief resumes of proposed employees and any replacement employees, and offer the Town an opportunity to interview the individual. Along with the resume, the contractor shall submit a statement that a background check has been conducted and the employee is determined to be appropriate for position. If the Town is not reasonably satisfied that the proposed employee has adequate ability and/or experience, the Town shall notify the contractor in writing within ten (10) working days after receiving the resume and completing any interview. In which case, the contractor shall propose another replacement and the Town shall have the same right of approval. The Town shall have the right to require the contractor to remove forthwith any employee from his/her position if their performance is considered unsatisfactory for any reason.

The contractor shall require proposed employees to monitor their health status for symptoms of COVID-19 and not allow sick employees to enter the Town of Harwich comfort stations. Symptoms include fever, cough, shortness of breath.

Security. The Contractor shall be responsible for use of all access keys issued. Under no circumstances shall Contractor's employees admit anyone to areas controlled by key in their possession. All doors and windows shall be closed and locked upon completion of cleaning operations. All areas shall be double-checked by the on-site cleaning supervisor at end of shift to verify the areas are secured. The Contractor shall not duplicate any keys under any circumstances.

Inspection. The Contract Manager or his/her designee will conduct periodic inspections of the work. Inspections can occur weekly or on a daily basis depending on any issues that arise with the quality of the work. The Contractor's Supervisor shall be available upon request, for joint inspections with the Contract Manager. The Contractor's Supervisor is required to perform and record daily inspections utilizing an approved checklist for all areas and must leave the inspection form for the Contract Manager to view the next morning.

Meetings may be held with the Contractor, or his designees, as necessary to review cleanliness and/or deficiencies.

Materials and Supplies. The successful bidder shall provide all materials and supplies required to carry out the cleaning operations within the scope of this contract including but not limited to paper products, hand soaps, plastic trash can liners.

The Contractor is responsible for all cleaning equipment and products, this includes, brooms, dust pans, mops, mop buckets, cleaning solution and disinfectant for floors, walls, surfaces, toilets, sinks, vacuum cleaners, vacuum bags, dusting products and materials, window cleaning products and materials.

The cleaning products shall be compliant with the EPA and approved for use against COVID-19 The contractor shall be responsible for submitting all cleaning products for approval by the Town. Safety Data Sheets (SDS) must be included in the product submittal to the Town for all products used to clean and disinfect the areas described herein for the length of the contract.

The Contractor shall not use Town equipment or supplies. Cleaning products used shall not leave heavy bleach smell that might disturb the public and/or employees.

The Town Areas, requiring cleaning, are grouped as follows:

Comfort Stations

(April 17- Oct 30)

Red River Beach (two stall)
Brooks Park South (three stall)
Brooks Park North (two stall)

(Friday before Memorial Day up to and including Columbus Day)

Bank Street Beach (two stall)
Earle Road Beach (two stall)
Pleasant Street Beach (two stall)
Sand Pond (two stall)
Long Pond/Fernandez Bog (two stall)
Community Center Outside (two stall)
Wychemere Harbor (single stall)
Allen Harbor (single stall)
Chamber of Commerce (multi stall)
Whitehouse Field (multi stall)

Cleaning Standards. The contractor shall agree to meet the following cleaning standards when performing the cleaning schedule outlined in this IFB. These cleaning standards shall be used to assess the quality of cleaning performance of the contractor during inspection(s).

Cleaning Schedule and Frequency –

1. Two (2) cleanings/day: First cleaning between the operating hours of 10:00 AM and 2:00 PM and second cleaning between the operating hours of 8:00 PM and 10:00 PM

2. As noted herein the vendor is responsible for locking up the comfort station in the eveing between 8:00 PM and 10:00 PM or later. The vendor shall start the first comfort station cleaning at 8PM and then immediately proceed to the next comfort station until all of the comfort stations are cleaned and locked up. The Town will provide the vendor with keys for each of the comfort stations.

The successful bidder shall be responsible for completing a cleaning checklist and signing off at the completion of each cleaning certifying that the cleaning has been conducted per the State of Massachusetts and Centers for Disease Control and Prevention.

All Areas

In order to ensure a high standard of cleanliness the following requirements are mandatory specifications, representing the basic frequency of cleaning required.

Glass, Plastic Laminate and Metal Surfaces - Shall appear streak-free, film-free and uniformly clean. This shall include the elimination of dust, accumulated dirt and soil from sill and, ledges.

Corners/Thresholds - Shall be free of dust, cobwebs, dried-soil, accumulated dirt, finish build-up and debris. These areas shall appear visibly and uniformly clean.

Windows Sills and Other Glass Surfaces - Window sills and framework shall be free of dust and soil without causing damage. They shall appear visibly and uniformly clean. All glass entry doors, both exterior and interior and mirrors in rest rooms shall be cleaned including the elimination of streaks, film and cleaner residue.

Floors - Shall be free of dust, dried-soil, gum, spots, stains and debris.

Tile floors shall appear visibly and uniformly smooth and clean. This shall include the elimination of dust streaks, lint, standing water, cleaner residue on the floor, in corners, and the junction between wall and floor.

When washing the floors, you must use clean water, ring out the mop and be sure to get as much water off the floor as you can so it is not dangerous.

Walls, Shelving, End Panels, Shelving Tops, Chairs, Tables, Furniture and Fixtures - Shall be free of dust, dried-soil and stains without causing damage. These surfaces shall appear visibly and uniformly clean.

Trash - Trash bins are to be checked daily and emptied. Their surfaces shall be cleaned, free of dust, dirt and be free of cleaner residue, streaks and film. Trash and recycling items must be transported and disposed of at the Town Transfer Station. At no time will trash be placed into public receptacles.

In general, trash shall be removed within 20-feet of the exterior of the buildings described herein and disposed of appropriately.

Dispensers and Hardware - Shall be free of dust, dried-soil, bacteria and soil without causing damage. These surfaces shall appear visibly and uniformly clean and disinfected. Soap should run freely and dispensers should be cleaned of hardened or clogged soap. Dispensers shall be refilled when required with proper expendable supply item.

Toilet Paper Holders - All toilet paper holders and paper towel dispensers must be fully stocked. Stock must NOT be moved around between buildings. For each bathroom in each building there should be three to four rolls of toilet paper and one extra roll of paper towels. All toilet paper holders shall be disinfected.

Sinks - Shall be free of dust, bacteria, soil, cleaner residue and soap film without causing damage. They shall appear visibly and uniformly clean, and disinfected,.

Mirrors - Shall be free of dust and soil. Mirrors and surrounding framework shall appear streak-free, film-free and uniformly clean.

Toilets and Urinals - Toilets, toilet seats and urinals shall be free of dust, bacteria, soil, organic matter, cleaner residue and scale without causing damage. These fixtures shall appear visibly and uniformly clean, disinfected and polished-dry. This shall include the elimination of streaks, film and water spots.

Floors - Shall be free of dust, dried-soil, gum, spots, stains and debris. Floors shall be washed and disinfected daily and grout joints appear visibly clean and unstained. Floors shall appear visibly and uniformly smooth and clean. This shall include the elimination of dust streaks, lint, standing water, cleaner residue and film on the floor, in corners, and the junction between wall and floor.

Walls, Doors, stall latches and Cabinetry - Shall be free of dust, soil, spots and stains without causing damage. These surfaces shall appear visibly and uniformly clean and disinfected.

Waste Containers - Contents shall be removed from waste containers and can liners be replaced. Inside and outside of the container shall be cleaned. Containers will be wiped clean, disinfected and shall appear visibly and uniformly clean. This shall include the elimination of streaks, foodstuff and the presence of an offensive odor emitting from the container.

EXHIBIT 2 – Minimum Performance Criteria

1. Cleaning and Disinfection of all Fixtures

- a. Cleaning all fixtures each day you are schedule to clean that building. Fixtures in restrooms, including but not limited to sinks, faucets, toilets and all door handles, stall latches, push plates must be cleaned and disinfected daily.

2. Cleaning and Disinfection Of Handrails

- a. Clean and disinfect all handrails.

3. Restrooms

Restroom cleaning and disinfection

3.1. Each cleaning of restrooms to include the following:

- a. Spray and wipe down all walls and toilet partitions with a cleaner/disinfectant.
- b. Clean all fixtures interior and exterior, sinks, urinals, toilets, flush valves, and all exposed chrome with a cleaner/disinfectant paying particular attention to toilets during the summer months when humid conditions exist.
- c. Wash down and disinfect all doors and door push plates/handles and stall latches
- d. Clean all mirrors with a spray window cleaner.
- e. Clean all counters with a cleaner/disinfectant, which will not leave heavy bleach smell.
- f. Wet wash floors with a cleaner/disinfectant, then rinse to a damp dry condition.
- g. Refill all soap, toilet paper and paper towel dispensers.

4. Equipment supplies Responsibilities:

- a. The successful bidder is responsible for all the cleaning equipment and products, this includes but is not limited to; brooms, dust pans, mops, mop bucket, cleaning solution and disinfectant for floors, walls surfaces, toilets, sinks, vacuum cleaners, vacuum bags, dust cloths or dusting product, dust sprays, window cleaning materials such as cloths or towels, window cleaning products, like window spray cleaners. All chemicals must be approved for use by the Town.

Certifications

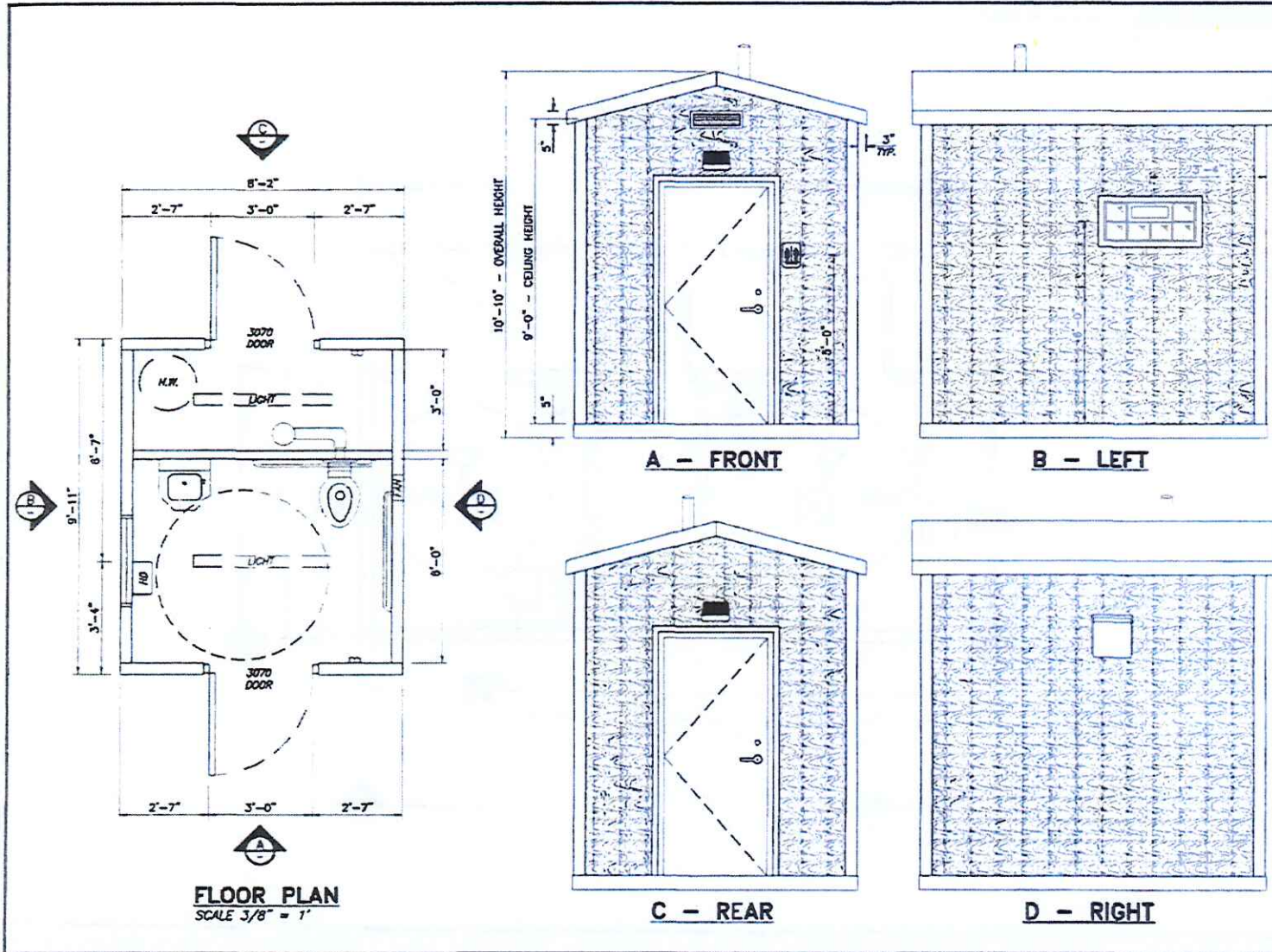
Upon completion of cleaning each facility the contractor shall sign and date with time on the supplied for. These forms will be displayed in each restroom. Failure to sign shall indicate that the service was not completed. Multiple noncompletions shall be reason for termination of the contract.

EXHIBIT 3

This Restroom was professionally cleaned on

Day	Time	
Mon AM		<i>Spray and wipe down all walls and toilet partitions with a cleaner/disinfectant.</i>
Mon PM		<i>Clean all fixtures interior and exterior, sinks, urinals, toilets, flush valves, and all exposed chrome with a cleaner/disinfectant paying particular attention to toilets during the summer months when humid conditions exist.</i>
Tue AM		<i>Wash down and disinfect all doors and door push plates/handles and stall latches</i>
Tue PM		<i>Clean all mirrors with a spray window cleaner.</i>
Wed AM		<i>Clean all counters with a cleaner/disinfectant, which will not leave heavy bleach smell.</i>
Wed PM		<i>Wet wash floors with a cleaner/disinfectant, then rinse to a damp dry condition.</i>
Thur AM		<i>Refill all soap, toilet paper and paper towel dispensers.</i>
Thur PM		
Fri AM		
Fri PM		
Sat AM		
Sat PM		
Sun AM		
Sun PM		

Exhibit 4 - Representative Single Stall Floor Plan
 -Allen Harbor & Wychemere Harbor



SHEA
 CONCRETE PRODUCTS
 New England's Premier Producer
 800-595-7432 (SHEA)
 www.sheaconcrete.com
 733 Salem Street-Wilmington, MA
 155 Cranberry Hwy-Beverly, MA
 87 Hamerill Road-Andover, MA
 188 Old Turnpike Rd-Hallamshire, NH
 PO Box 520-Wilmington, MA 01887

EASI SET
 CONSTRUCTION
 3119 COLETTI Rd
 PO Box 480
 Midland, VA
 22706
 www.easiset.com

PRELIMINARY - NOT FOR CONSTRUCTION

McGINNIS & ASSOC.
 STRUCTURAL ENGINEERS
 1110 Westmark Drive
 Saint Louis, MO 63131
 314-835-1224

Third Party Inspection Agency
 ASAP Engineering & Design Co.
 150 East Green Street
 Middleborough, MA 02345
 508-945-3541

REVISIONS - SEE FOR CONSTRUCTION			
Date	Drawn/Checked	Rev.	By
08/18/15	AS NOTED REVISIONS & CHANGES	1	MAF
		2	
		3	
		4	

Project
9'-11" x 8'-2" x 10'-10" h
UNISEX RESTROOM
ALLEN HARBOR
BOAT LAUNCH AREA
343 LOWER COUNTY RD
HARTWICH, MA 02645

Drawing Title
FLOOR PLAN & ELEVATIONS

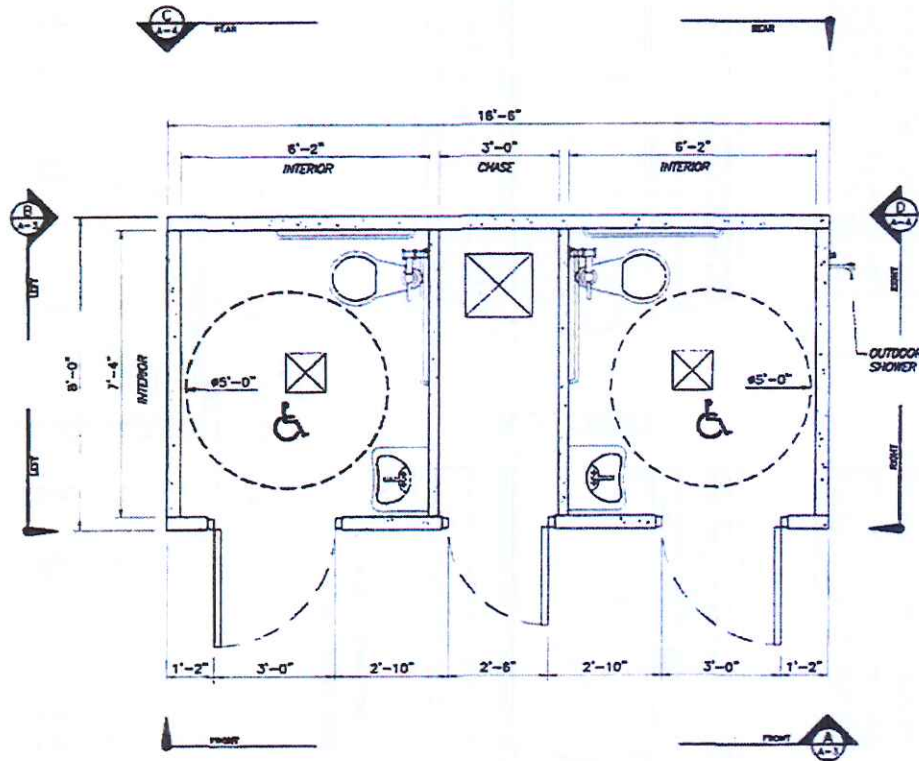
Drawn By: MAF Scale: AS NOTED
 Issue Date: Sheet No.
 08/18/2015 A-1

Exhibit C - Representative Two Stall Floor Plan

-Community Center, Long Pond & Pleasant Street Beach

-Red River & Earle Road Beach are similar

-Bank Street, Sand Pond & Brooks Park South are stick built and differ a little but have two stalls with more fixtures (Men and Women)



FLOOR PLAN

SCALE 3/8" = 1'-0"
 PRELIMINARY - NOT FOR CONSTRUCTION

SHEA
 CONCRETE PRODUCTS
 New England's Premier Precaster
 800-696-7432 (SHEA)
 www.sheaconcrete.com
 773 Salem Street-Wilmington, MA
 153 Cranberry Hwy-Rochester, MA
 67 Havenhill Road-Amherst, MA
 180 Old Temple Rd-Methuen, NH
 PO Box 520-Wilmington, MA 01887

TPCA

EASSET
 5119 CANTLEY Rd
 PO Box 400
 Stamford, VA
 22788
 www.easet.com

Seal

McGINNIS & ASSOC.
 STRUCTURAL ENGINEERS
 1110 Westmark Drive
 Saint Louis, MO 63131
 314-835-1224

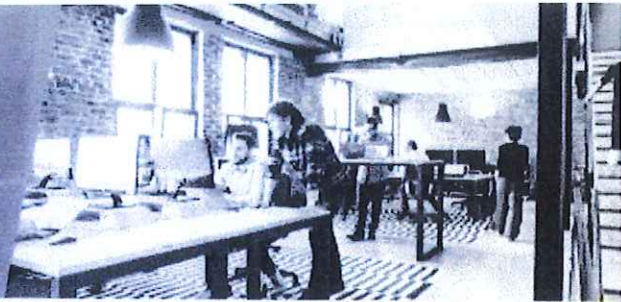
Third Party Inspection Agency
 ASAP Engineering & Design Co.
 155 East Grove Street
 Middleborough, MA 02546
 508-946-3561

Date	Description	Rev.	By
01/24/14	Final	1	MAF

8'-0" x 16'-0" x 10'-3" h
HARWICH PUBLIC RESTROOMS
 188 OAK ST. & LONG POND BEACH
 HARWICH, MA 02546

Drawing Title
FLOOR PLAN

Drawn By: MAF
 Issue Date: 01/24/2014
 Scale: AS NOTED
 Sheet No.: A-1



Professional Service Proposal



Prepared for:

Joseph Powers

Town of Harwich
– Comfort Station
Janitorial
Services

Created by:

Partner Facility Solutions
265 Franklin Street, Suite 1702
Boston, MA 02110

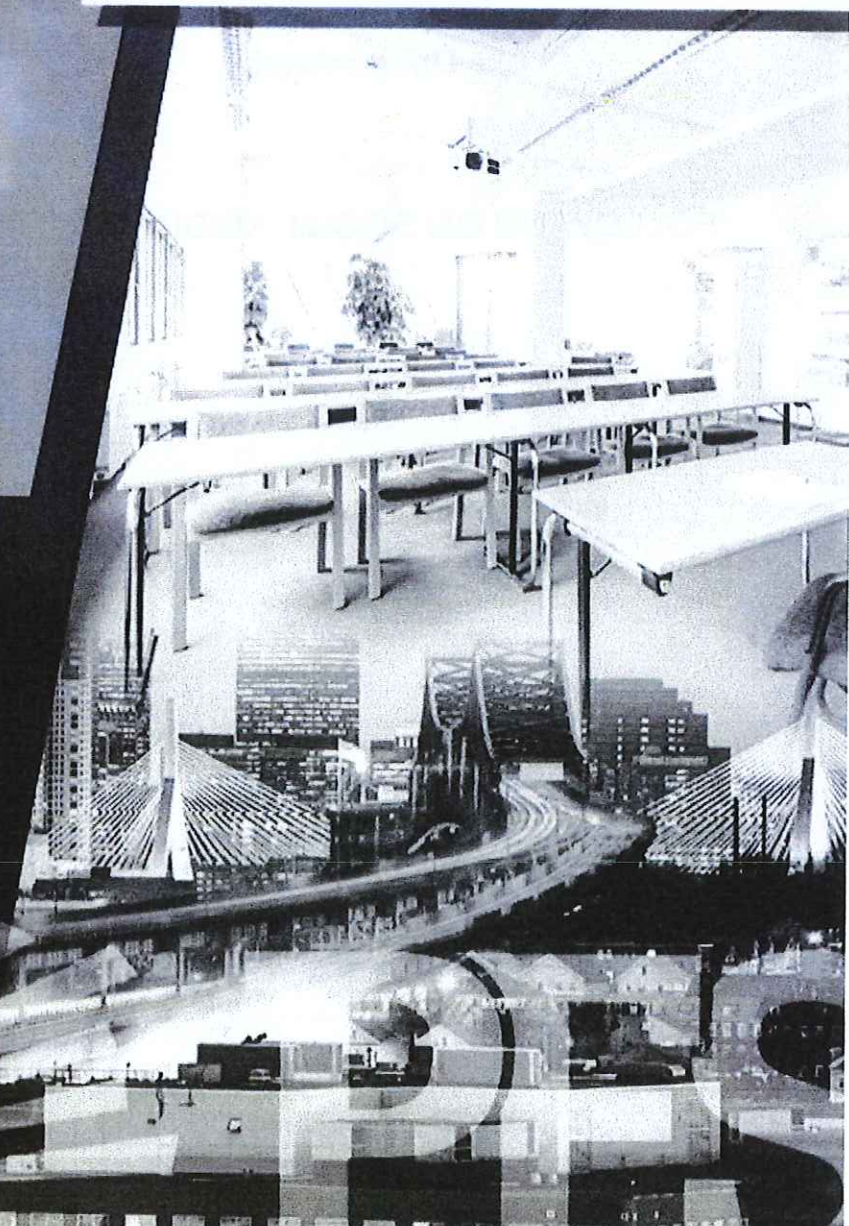




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Bid Documents

FOLLOW US ON SOCIAL MEDIA





A LETTER FROM THE CEO

Mar 22, 2023

Joseph Powers
Town Administrator

Re: Comfort Station Janitorial Services Janitorial Services – Town of Harwich

Dear Mr. Joseph,

We are pleased to offer the following proposal for your cleaning services. By letting Partner Solutions take care of your cleaning needs, your buildings will be maintained by a professional staff and always look their best. Our dedicated team has your best interests in mind and ensures that your facility is clean and properly maintained.

As well as trained cleaning staff, our supervisory staff wants to make sure that you have an excellent working relationship with Partner Solutions. We are here to answer any questions you may have regarding your cleaning service and the supplies we may provide.

Thank you for the opportunity to submit a proposal on your cleaning and supply needs. If you have any questions, please don't hesitate to ask.

Sincerely,

CEO, President & Founder

Leonardo D Sousa
CEO - President
Partner Solutions GC, Corp.
lsousa@partnerfacility.com



WELCOME TO PARTNER SOLUTIONS

Partner Facility Solutions, is a full-service cleaning contractor serving New England, founded in 2012, located at 265 Franklin St, Suite 1702 Boston, MA 02110. Our mission is to provide our clients with superior quality services while ensuring the highest satisfaction and partnership, maintaining a safe and healthy environment while continually striving for innovation and improvement. We specialize in providing professional cleaning services to commercial building owners and managers all over the New England area.

We commonly provide Janitorial services for schools and universities, medical facilities, Government Buildings, office complexes, banks but not limited to: sweeping and washing floors, washing and disinfecting bathrooms, dust and cleaning fingerprints surfaces, vacuuming carpets, summer deep cleaning, floor stripping-waxing, floors buffing, wood care, carpet cleaning, window cleaning, sanitization.

Some local that we cleaned: the Dennis-Yarmouth district school (average 750,000.00 sqft total and 250,000.00 largest single facilities); City of Leominster – City court, City hall, Library, Police Station, Senior Center, Dennis Town Hall (average 200,000.00 sqft total and 75,000.00 largest single facilities); DTA/DFC Hyannis (average 75,000.00 sqft); Town of Plymouth court (average 20,000.00 sqft); Town of Harwich (average 21,000.00 sqft); Town of Barnstable (average 35,000.00 sqft).

Partner Facility Solutions will provide you with the standards of cleanliness that your building requires; at a price that makes sense. And the price, while important, is only one of the factors that must be considered when choosing your cleaning contractor. Here are some of the additional services that we can provide.

- Floor Refinishing
- Carpet Cleaning
- Window Cleaning
- Clean Room Services
- Gym Floor Refinishing
- Day Porter
- Snow Removal
- Light Maintenance
- Painting

What can Partner Solutions do for you?

1. Provide you with a clean, safe, and healthy environment for your customers and employees.

- Clean buildings project a first-class image.
- Clean buildings improve the longevity of the building.
- Healthy buildings ensure a working environment free from contamination.
- Healthy buildings provide a safer workplace and decrease the number of worker's comp claims due to slip/fall accidents and the spread of viruses.
- Healthy buildings reduce the sick time taken by employees working in the building.

2. Improve employee morale.

- Clean buildings are proven to increase employee productivity. Employees who work in a clean building are happier – and happy employees mean reduced turnover.

3. Reduce costs and increase revenue.

- Clean buildings are less expensive to maintain.
- Clean buildings help to increase tenant satisfaction and reduce tenant turnover.

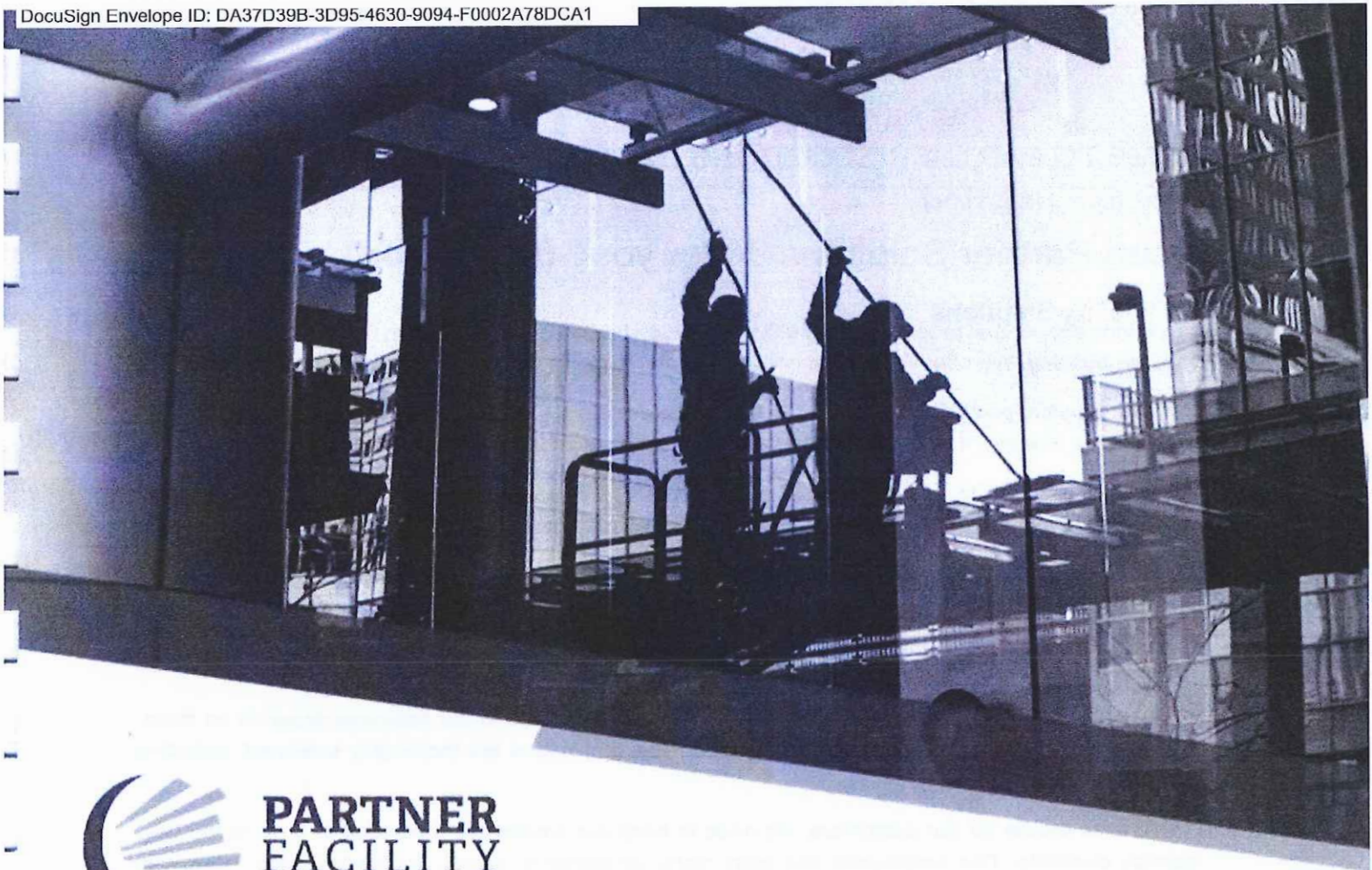


WELCOME TO PARTNER SOLUTIONS

What can Partner Solutions do for you? (Continued)

4. Clean buildings ensure that property values will remain high because having a clean facility improves the longevity of the building. We offer you a full-service partnership for all your building maintenance needs.

- With our service, you'll no longer have to worry about restroom and cleaning supplies and equipment because we manage it all for you and provide our supplies and equipment.
- We quickly respond to your needs and offer specialized cleaning services such as carpet spotting, carpet cleaning, hard floor care, window washing, and construction cleanup.
- Our operation is fully automated. We track sales and costs of each building to measure productivity and efficiency. We use a computerized face recognition system to accurately track each employee's time and location and ensure proper coverage for each building. Our accounting system is also automated, providing accurate and timely billing.
- We believe our most important asset is our people – the success of our business depends on them. Our people are well trained and well supervised. New employees are thoroughly screened, including criminal history checks.
- To achieve results for our customers, we need to keep our employees motivated to provide the best service available. Our employees are paid highly competitive wages; they participate in various incentive programs and are rewarded for a job well done.
- Professional memberships. Our membership in The Janitorial Store™, BSCAI, and ISSA, demonstrates our professional commitment to quality. We are a professional firm in contract cleaning, and our membership helps us stay on top of the industry. We are kept up to date on cleaning techniques, personnel issues, ways to cut customer expenses, etc. Our memberships give us a competitive edge to bring you the quality and service that you deserve and expect.



**PARTNER
FACILITY
SOLUTIONS**

OUR PHILOSOPHY

“To provide our clients with superior quality service ensuring the highest satisfaction and partnership while continually striving for Innovation and Improvement to maintain a safe and healthy environment.”

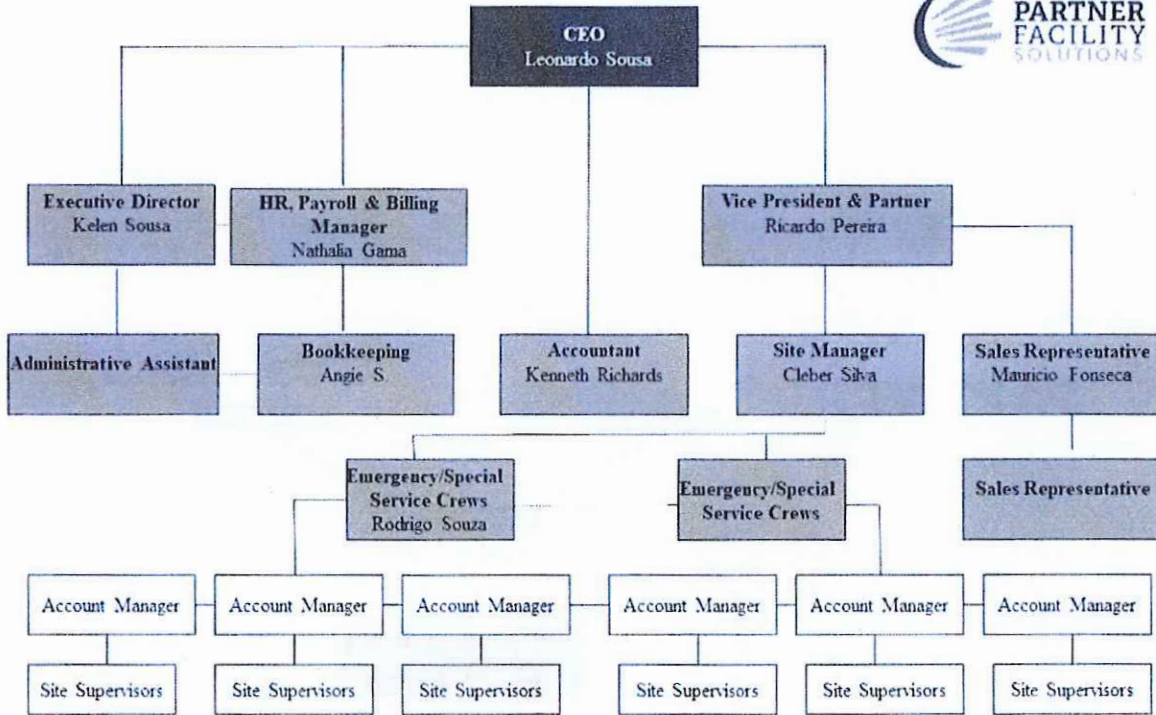


COMPANY INFORMATION

Partner Facility Solutions

265 Franklin St, Suite 1702
 Boston, MA 02110
 Phone: 617 553-4862

501 John Mahar Hwy, Suite 101
 Braintree, MA 02184
 Fax: 617 553-4863

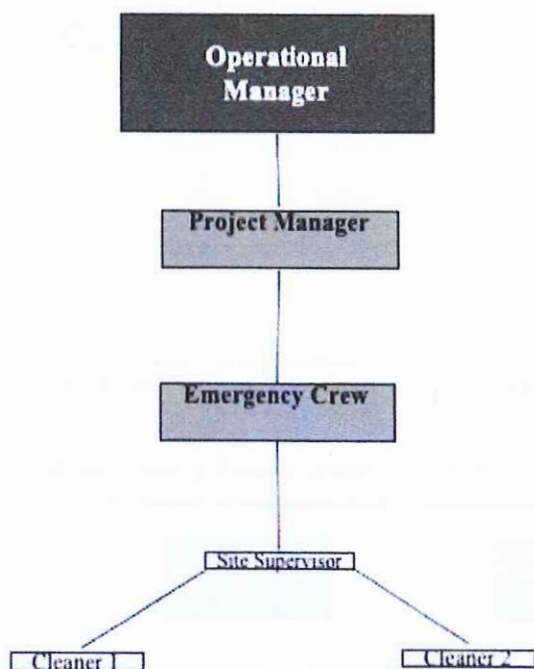


COMPANY OFFICERS

- Leonardo Sousa – CEO | lsousa@partnerfacility.com
- Kelen Sousa – Executive Director | ksousa@partnerfacility.com
- Ricardo Pereira– Vice President & Partner | rpereira@partnerfacility.com
- Nathalia Gama – HR, Payroll & Billing Manager | ngama@partnerfacility.com
- Mauricio Fonseca – Sales Coordinator | mfonseca@partnerfacility.com
- Diogo Barreira– Special Service Crew | project220@partnerfacility.com
- Cleber Silva – Site Manager | cleber@partnerfacility.com
- Service Request - operations@partnerfacility.com



MANAGEMENT PLAN TOWN OF HARWICH COMFORT STATION





PROCEDURE TO ADDRESS QUESTIONS OR COMPLAINTS

The main contact to address concerns or complaints is the Operations Manager. He will be daily open to 24/7 calls to attend to any request.

Follow below a hierarchical list of managers that the Town of Needham can contact if necessary.

Leonardo Sousa –CEO
lsousa@partnerfacility.com
(617) 553-4862

Kelen Sousa – Executive Director
ksousa@partnerfacility.com
(617) 553 4862

Ricardo Pereira – Vice President & Partner and
Operational Manager
rpereira@partnerfacility.com
(781) 420-0845

SUPERVISION PLAN

The supervisor/operational manager:

It will be daily open to 24/7 calls to attend to any request. In addition:

- Develop inspection schedules and generate reports to clients and Company management staff. Weekly reports will be available for building administrators. Monthly inspections will be conducted by Partner Solutions senior management. Partner Solutions uses **InspectaClean** Mobile inspection System and electronic communication for rapid responses. The inspection program is designed for each building. Any deficiencies that we identified on our inspections shall be reported to the client and written and prepared immediately; our goal will be to address any problems the right way.
- Prioritize and manage workflow while maintaining a flexible approach to responding to urgent requests.
- Ensure all legal and regulatory documents are filed and monitor compliance with laws and regulations.
- Make sure about in time schedule of the cleaners.
- To guarantee to cover of employee's absences and vacation.
- To monitor the performance of the cleaning with the area manager to ensure a clean, tidy, and well-maintained school environment.
- Be on call 24h/7days to respond to emergencies.
- Manage own time effectively and demonstrate initiative including establishing priorities.
- To be responsible for the health & safety of the site.

EMERGENCIES MANAGEMENT

5.8.1 Responding to Emergency requests



To respond to emergency requests we have a person that is responsible for that. It's an emergency/Special Crew position. He is able to make a rapid plan and organize a team, if needed, to attend to what is necessary.

5.8.2 Emergency Preparedness/Continuity of Operations Plan

At Partner solutions, we understand that emergencies are part of this industry. Our teams of talented and trained cleaners are always one call away in case of emergency cleaning during non-business hours and weekends.

We also know that unexpected events will come up from time to time, so we have a plan for emergencies that will help us reduce the stress when it does happen. Whether the incident is life-threatening, mother Nature related, the building loses electricity, or even a chemical spill, our cleaning crew is trained to follow the proper procedure. They know who the emergency contact person is and where the phone numbers are posted.

On-site Manager:

- Ensure that employees working non-business hours are familiar with and understand emergency procedures.
- Make sure employees know where all emergency exits and stairwells are located.
- Keep their list of disabled employees up to date and on file with the Property Management Office.

Our cleaning crews are trained and know how to act in these situations:

- I. Case of fire**
- II. Severe Weather**
- III. Winter Weather**
- IV. Chemical Spills**
- V. Major Chemical Spill**
- VI. Minor Chemical Spill Indoors**
- VII. Chemical Spill Outdoors**

It is the responsibility of all Partner Solutions employees to maintain a healthy and safe work environment. Report all safety hazards and occupational illnesses or injuries to your District Manager as soon as reasonably possible and complete an occupational illness or injury form as needed.

Emergency Contacts:

Ricardo Pereira: Vice President & Partner
Diogo Barreira: Coordinator of Project Assistant



TRANSITION PLAN

Switching to a new provider of commercial cleaning services can be scary. No one can afford a long learning curve with mistakes and missteps. The new team must be prepared to take over and meet expectations. That's why we created a Detailed Transition Plan for every new client. As soon as SELECT is awarded a new contract, the transition process begins:

4 weeks prior to the contract award

- Meet all the Town of Harwich administrators to discuss a transition plan
- Develop an initial work plan
- Review building security procedures
- Identified closets for J-Fill dispensing unit installation
- Start recruiting and interview process
- Order Equipment & Supplies

Three weeks prior to the contract award

- Walk thru all buildings/facilities with the Town of Harwich Comfort Station, facilities manager, and Partner Solutions senior management team.
- Continue the recruiting process and interviews.
- Review the Town of Harwich Comfort Station Janitorial Services RFP with Partner Solutions senior management team
- Prepare (SDS) log for all chemicals that will be used in all buildings
- Conduct background checks on the cleaning team

Two weeks prior to the contract award

- Conduct a cleaning team orientation
- Prepare periodic schedules
- Prepare inspection forms for each building
- Start the training program
- Meet all the Town of Harwich principals

1 Week before the contract award

- All staff hired
- Schedule a weekly meeting with the Comfort Station facility manager
- Schedule a weekly appointment with all Town of Harwich principals
- Set up all janitorial closets
- Introduce Partner Solutions Team to all Town of Harwich Comfort Station administrators
- Deliver all supplies and equipment
- Install all J-Fill dispensing units
- Employee orientation day

Our goal is to ensure a smooth and seamless conversion with zero defects. For this reason, we emphasize strong communication between you and our cleaning team to maintain your property the way you want it. Our system lets managers respond quickly within a facility. We utilize the web-based Performance Tracking System to:

- Publish daily cleaning requirements
- Schedule periodic specifications
- Chart trends within a facility or specific tenant space
- Organize and confirm special requests for timing, assignment & completion
- Monitor completion & quality rating for all services provided
- Expedient communication between appropriate parties
- Document weekly walk-throughs
- Rate & record formal inspections
- Report operational efficiency
- Proactively evaluate changing building conditions to develop new solutions.



Planning is the beginning, but exceeding mutual expectations is our fundamental mission.

Keeping employees safe is good for our team members; it's suitable for clients. Accident prevention leads to consistent, reliable work. We provide initial and ongoing safety training for all employees and keep records of dates and training types. Training for all team members covers three major areas:

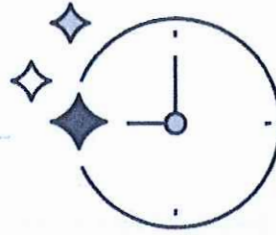
- Hazard Communication Training—Introduction to MSDS, personal protection requirements, exposure procedures, and first aid.
- Fire Safety Training—Facility fire plan, location of fire alarms, fire extinguishers, and emergency exits.
- General Health and Safety Training—Proper lifting techniques, safe housekeeping, equipment safety, the effects of substance abuse, and the procedures for reporting accidents, injuries, or unsafe working conditions.

Team members are also trained before using a new chemical, if the working environment changes, or when safety hazards and concerns are identified and addressed.

Sample topics in our training program include:

- Preventing Accidents
- Blood Borne Pathogens
- Preventing Slips, Trips & Falls
- First Aid
- Electrical Hazards
- Sexual Harassment
- Cords and Cables
- Fire Safety
- Health and Security
- Hazard Communication
- Drug Abuse
- OSHA and MSDS
- 8 Steps to Safe Lifting
- Asbestos Awareness.

QUALITY CONTROL PROGRAM



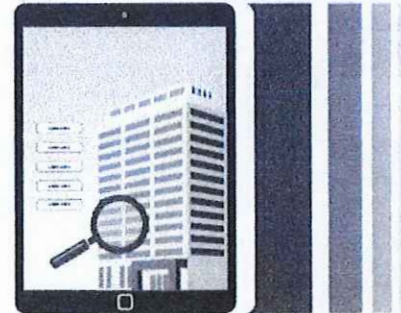
There are many essential aspects of a business's operation that affect employee performance and the quality of their work. Following is a summary of the comprehensive Quality Control Programs we implement at Partner Solutions:



- Thorough training
- Job Supervision
- Regular evaluations
- Extra detail work by senior staff and supervisors
- Performance incentives
- Proper equipment and cleaning supplies
- OSHA compliance and ergonomics awareness

InspectaClean Mobile App for Janitorial Cleaning Inspections

Partner Solutions uses Inspectaclean software to do inspections for all our commercial buildings. We can create customized inspections such as carpet cleaning, window washing, floor care, upholstery cleaning, etc., per building and its various areas.



This Inspection process allows us to manage performance and ensure attention in real time to our clients through quality control software. We adapt the software to tools like smartphones and tablets so users can access their data anywhere, at any time, and perform on-site functions like inspections.

Web-Based Inspection System



Partner Solutions Managers shall conduct quality control inspections daily. Partner Solutions shall develop inspection schedules and generate reports for clients and Company management staff. Weekly reports will be available for building administrators. Monthly inspections will be conducted by Partner Solutions senior management. Any deficiencies that we identified on our inspections shall be reported to the client and written and prepared immediately; our goal will be to address any problems the right way.



AFFILIATIONS/AWARD

Partner Solutions is excited to be No. 77 on the third annual Inc. 5000 Regionals: Northeast list, the most prestigious ranking of the fastest-growing private companies based in Connecticut, Massachusetts, Maine, New Hampshire, New Jersey, New York, Pennsylvania, Rhode Island, and Vermont. Born of the annual Inc. 5000 franchise, this regional list represents a unique look at the most successful companies within the Northeast region economy's most dynamic segment—its independent small businesses.



For more information on specs and advantages follow this link: <https://www.mass.gov/doc/fac114/download> Partner Solutions is excited to have been awarded and added to the State Contractor list known as the FAC114 Statewide Contract for Janitorial Services, Environmentally Preferable. It's a multi-year-award contract, by county, offering eligible entities the ability to solicit quotes and utilize janitorial companies for all of their cleaning needs. Being a part of this list, we will be able to provide the Commonwealth Departments, municipalities, schools, and other eligible entities with qualified Janitorial Services.





EMPOWERING OUR PEOPLE

We offer above-market wages and a comprehensive benefits package to all employees to attract and retain top talent. Our reasoning for doing so is two-fold: (1) we realize that service excellence requires high employee retention, and (2) we believe that motivated employees deliver better service.

The critical elements of our employee benefits program are as follows:

Comprehensive Medical Insurance

Full-Time employees are entitled to join the health insurance we provide.

Paid Vacation

One Year of Service - One Week
5 Years of Service - Two Weeks

Holiday Pay

New Years Day
Martin Luther King Day
President's Day
Memorial Day
Independence Day
Labor Day
Veterans Day
Thanksgiving Day
Christmas Day.

Sick Pay

According to Massachusetts Laws, Partner Solutions pays Earned sick Time to all employees: Employees earn 1-hour ill time for every 30 hours they work.

Schedule Wage Increases

Partner Solutions conducted a yearly employee review based on employee achievements; we offer pay increases.

Attendance Award

Partner Solutions offer all employees who don't miss a day in a year calendar to use all their sick time combined as vacation time.

Longevity Benefit

To reward its longest-serving employees, a cash award of \$1000.00 is paid to all employees who have completed seven (7) years of service.

Training Materials

Provided at no cost to our staff

Promotion From Within

We provide real incentives to excel and define a career path for top performers.

Yearly Awards

The employee of the year shall receive a \$1,000.00 bonus cash or a trip package of an equivalent amount.

English Tutorial

Partner Solutions offers English courses to all our employees who need to improve their English skills, free of charge. All non-English speaking employees are encouraged to attend these classes.



STAFF ORIENTATION PROGRAM

1-5

- Basic cleaning procedures
- Restroom sanitation
- Personal Protective Equipment
- Wet Floor Signage
- Safety Lifting

6-10

- Cross Contamination
- Recycling
- Open/closing Facilities
- Alarm Issues day/night
- Open/closing windows

11-15

- Security and Lockdown procedures
- Fire emergency procedures
- How to use extinguishers
- Handling US Flags
- Work orders

16-20

- Maintenance emergency procedures
- Asbestos awareness
- Safety and Handling Procedures of Chemicals
- SDS Sheets
- Cleaning-up spills

21-26

- Equipment handling and maintenance
- Blood - Borne Pathogens
- Right-to-know
- Green Cleaning
- Summer Program schedule
- Alcohol/Drug testing

27-32

- Dress Code Policy
- Employments Benefits
- Co. procedures and policies
- Payment Schedule
- Customer Service
- Delivery of Employee Kits (Uniforms/IDs Employee books/Area and job description)



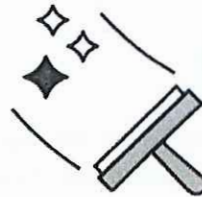
TRAINING

Partner Solutions complies with all training requirements and are associated with various groups and organizations such as Building Service Contractors Association (BSCA), Janitorial Store Inc., and International Sanitary Supply Association (ISSA). We use a combined employee-training module they developed. All training meets CIMS certification and OSHA requirements.

Partner Solutions also offers management & leadership training:

- Seminars to improve essential skills for first-time managers and supervisors
- Courses on leadership skills to bring the best out to our employees.
- Classes to improve communication
- Techniques on how to correct team members' bad behavior
- Courses on how to keep employees motivated and focused

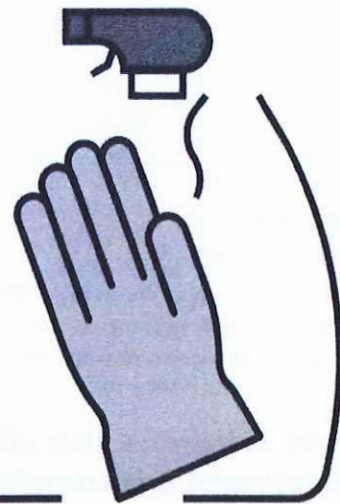
Partner Solutions offers all our employee's hands-on and video training on how to operate and apply prevent-maintenance in all our equipment. Every year Partner Solutions offer an evaluation of all employees that determine their progress and how they are rewarded. Employees also fill out an assessment of all management, giving us feedback on the manager's performance, holding them accountable, and allowing us to emphasize training where needed.





JANITORIAL CLEANING TRAINING PROGRAM

This Program trains our employees to clean efficiently without cleaning too fast or slow and not missing things they shouldn't. This janitorial training shows our employees the proper ways to clean, giving them the right training.



Here is how we incorporate the Cleaning Training into our janitorial employee-training program:

After hiring a new employee, we conduct a thorough orientation including detailed step-by-step instructional videos on best practices.



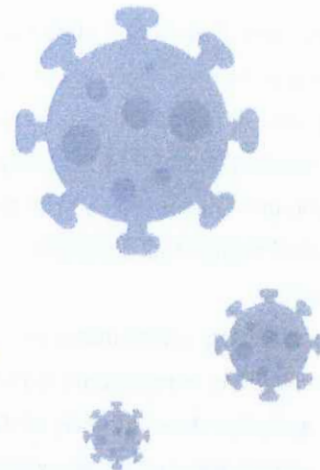
The next day, we do our on-the-job training that covers their duties - and beyond.



The Cleaning Training films we use are about 40 minutes and gets our employees off on the right foot. These proven cleaning procedures help us ensure our buildings are cleaned to our customer's satisfaction every time. We use the videos for a periodic review to make sure our employees know exactly what's expected of them. Guaranteeing consistently high-quality results.

COVID-19 (CORONAVIRUS) - POLICY

Considering the Global Coronavirus (COVID-19), Partner Solutions is taking every step necessary to ensure the health and safety of our employees and clients. Partner Solutions has established this company policy to set guidelines for expectations and requirements for all employees working during this epidemic crisis. This coronavirus policy applies to all employees who physically work in our office and all other site locations. This coronavirus (COVID-19) company policy is susceptible to changes with the introduction of additional governmental guidelines. If so, we will update you as soon as possible. This policy follows the CDC guidelines.



POLICY BRIEF & PURPOSE

This company policy includes the measures we are actively taking to mitigate the spread of Coronavirus. All employees are kindly requested to diligently follow all these guidelines along with State, and Government mandates in order to sustain a healthy and safe workplace in this unique environment. It's important that we all respond responsibly and transparently to these health precautions. Partner Solutions assures all employees will always have their private health and personal data treated with high confidentiality and sensitivity.



POLICY ELEMENTS

These are the actions required by Partner Solutions that employees should take to protect themselves and their co-workers from a potential COVID-19 infection.

The general rules include incentivisation for employees to get vaccinated, orientation about the use of masks following the federal, state, and municipal guidelines.

Partner Solutions also have a plan for sick leave arrangements and home isolation discontinuation for employees who had tested positive or had close contact with someone who had tested positive.

COVID-19 (CORONAVIRUS) - CLEANUP PROTOCOL

PSGC professionals will perform a proactive cleanup that involves facility or structure cleaning and disinfection where the customer states that there is no active known threat of COVID-19 contamination or exposure. The customer will be required to acknowledge that cleaning and disinfecting will only apply to the current state of the facility and contents. The facility would not be protected from future COVID-19 contamination if an infected person was to enter and occupy the building. The CDC encourages cleaning of high-touch surfaces such as countertops, tabletops, doorknobs, light switches, bathroom fixtures, toilets, phones, keyboards, etc. These will be the surfaces we will be focusing our efforts on.

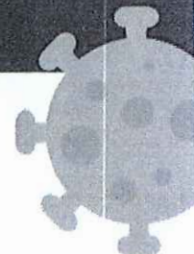




EXHIBIT 1 – SCOPE OF WORK

1. Cleaning and Disinfection of all Fixtures

a. Cleaning all fixtures each day you are schedule to clean that building. Fixtures in restrooms, including but not limited to sinks, faucets, toilets and all door handles, stall latches, push plates must be cleaned and disinfected daily.

2. Cleaning and Disinfection Of Handrails

a. Clean and disinfect all handrails.

3. Restrooms

Restroom cleaning and disinfection

3.1. Each cleaning of restrooms to include the following:

a. Spray and wipe down all walls and toilet partitions with a cleaner/disinfectant.

b. Clean all fixtures interior and exterior, sinks, urinals, toilets, flush valves, and all exposed chrome with a cleaner/disinfectant paying particular attention to toilets during the summer months when humid conditions exist.

c. Wash down and disinfect all doors and door push plates/handles and stall latches

d. Clean all mirrors with a spray window cleaner.

e. Clean all counters with a cleaner/disinfectant, which will not leave heavy bleach smell.

f. Wet wash floors with a cleaner/disinfectant, then rinse to a damp dry condition.

g. Refill all soap, toilet paper and paper towel dispensers.

EXHIBIT 6

CONTRACT

AGREEMENT FOR COMFORT STATION JANITORIAL SERVICES

The following provisions shall constitute an Agreement between the Town of Harwich, acting by and through its Board of Selectmen, hereinafter referred to as "Town," and Partner Solutions General Contracting Corp. with an address of 501 John Mahar Hwy, Ste 101, Braintree, MA 02184 hereinafter referred to as "Contractor", effective as of the 15th day of April, 2023. In consideration of the mutual covenants contained herein, the parties agree as follows:

ARTICLE 1: SCOPE OF WORK:

The Contractor shall perform all work and furnish all services necessary to provide the Town with Comfort Station Janitorial Services, as set forth in the Comfort Station Janitorial Services Invitation for Bid, and the Bid Form which is included as Attachment A.

ARTICLE 2: TIME OF PERFORMANCE:

The Contractor shall complete all work and services required hereunder commencing April 15 2023 through October 10, 2023.

ARTICLE 3: COMPENSATION:

The Town shall pay the Contractor for the performance of the work outlined in Article 1 above the contract sum of \$57,575.20 The Contractor shall submit monthly invoices to the Town for services rendered, which will be due 30 days following receipt by the Town.

ARTICLE 4: CONTRACT DOCUMENTS:

The following documents form the Contract and all are as fully a part of the Contract as if attached to this Agreement or repeated herein:

1. This Agreement.
2. Amendments, or other changes mutually agreed upon between the parties.
3. All attachments to the Agreement.

In the event of conflicting provisions, those provisions most favorable to the Town shall govern.

ARTICLE 5: CONTRACT TERMINATION:

The Town may suspend or terminate this Agreement by providing the Contractor with ten (10) days written notice for the reasons outlined as follows:

1. Failure of the Contractor, for any reason, to fulfill in a timely and proper manner its obligations under this Agreement.
2. Violation of any of the provisions of this Agreement by the Contractor.
3. A determination by the Town that the Contractor has engaged in fraud, waste, mismanagement, misuse of funds, or criminal activity with any funds provided by this Agreement.

Either party may terminate this Agreement at any time for convenience by providing the other party written notice specifying therein the termination date which shall be no sooner than thirty (30) days from the issuance of said notice. Upon receipt of a notice of termination from the Town, the

Contractor shall cease to incur additional expenses in connection with the Agreement. Upon such termination, the Contractor shall be entitled to compensation for all satisfactory work completed prior to the termination date as determined by the Town. Such payment shall not exceed the fair value of the services provided hereunder.

ARTICLE 6: INDEMNIFICATION:

The Contractor shall defend, indemnify and hold harmless the Town and its officers, agents, and all employees from and against claims arising directly or indirectly from the contract. Contractor shall be solely responsible for all local taxes or contributions imposed or required under the Social Security, Workers' Compensation, and income tax laws. Further, the Contractor shall defend, indemnify and hold harmless the Town with respect to any damages, expenses, or claims arising from or in connection with any of the work performed or to be performed under this Agreement. This shall not be construed as a limitation of the Contractor's liability under the Agreement or as otherwise provided by law.

ARTICLE 7: AVAILABILITY OF FUNDS:

The compensation provided by this Agreement is subject to the availability and appropriation of funds.

ARTICLE 8: APPLICABLE LAW:

The Contractor agrees to comply with all applicable local, state and federal laws, regulations and orders relating to the completion of this Agreement. This Agreement shall be governed by and construed in accordance with the law of the Commonwealth of Massachusetts.

ARTICLE 9: ASSIGNMENT:

The Contractor shall not make any assignment of this Agreement without the prior written approval of the Town.

ARTICLE 10: AMENDMENTS:

All amendments or any changes to the provisions specified in this Contract can only occur when mutually agreed upon by the Town and Contractor. Further, such amendments or changes shall be in writing and signed by officials with authority to bind the Town. No amendment or change to the contract provisions shall be made until after the written execution of the amendment or change to the Contract by both parties.

ARTICLE 11: INDEPENDENT CONTRACTOR:

The Contractor acknowledges and agrees that it is acting as an independent contractor for all work and services rendered pursuant to this Agreement and shall not be considered an employee or agent of the Town for any purpose.

ARTICLE 12: INSURANCE:

The Contractor shall be responsible to the Town or any third party for any property damage or bodily injury caused by it, any of its subcontractors, employees or agents in the performance of, or as a result of, the work under this Agreement. The Contractor and any subcontractors used hereby certify that they are insured for workers' compensation, property damage, personal and product liability. The Contractor and any subcontractor it uses shall purchase, furnish copies of, and maintain in full force and effect insurance policies in the amounts here indicated.

1. General Liability with liability coverage for personal injury, bodily injury and property damage including Products and Completed Operations with limits not less than \$1,000,000 per occurrence and \$3,000,000 aggregate. Such insurance shall be written on an occurrence basis. This policy shall provide coverage on a primary and non-contributory basis and should name the Municipality as an "Additional Insured"
2. Automobile Liability (applicable for any automobile operating exposure) with limits of not less than \$1,000,000 covering all owned, non-owned, hired, rented or leased vehicles. The Municipality should be named as an "Additional Insured". See Snow Plowing Recommendations
3. Workers' Compensation and Employers' Liability Insurance including (i) Workers' Compensation Insurance providing statutory coverage as required by the Commonwealth of Massachusetts, and (ii) Employers' Liability Insurance coverage with limits of not less than \$500,000 per accident. Each contractors, subcontractors, and consultants performing work on or about the Premises shall have similar policies covering their employees.
4. Umbrella Liability of at least \$2,000,000 per occurrence with a \$2,000,000 Annual Aggregate. The Municipality should be named as an "Additional Insured".

Prior to commencement of any work under this Agreement, the Contractor shall provide the Town with Certificates of Insurance which include the Town as an additional named insured and which include a thirty day notice of cancellation to the Town.

ARTICLE 13: SEVERABILITY:

If any term or condition of this Agreement or any application thereof shall to any extent be held invalid, illegal or unenforceable by the court of competent jurisdiction, the validity, legality, and enforceability of the remaining terms and conditions of this Agreement shall not be deemed affected thereby unless one or both parties would be substantially or materially prejudiced.

ARTICLE 14: ENTIRE AGREEMENT:

This Agreement, including all documents incorporated herein by reference, constitutes the entire integrated agreement between the parties with respect to the matters described. This Agreement supersedes all prior agreements, negotiations and representations, either written or oral, and it shall not be modified or amended except by a written document executed by the parties hereto.

ARTICLE 15: COUNTERPARTS:

This Agreement may be executed in any number of counterparts, each of which shall be deemed to be a counterpart original.

CERTIFICATION AS TO PAYMENT OF STATE TAXES

Pursuant to Chapter 62C of the Massachusetts General Laws, Section 49A(b), I, Leonardo Sousa, authorized signatory for the Contractor do hereby certify under the pains and penalties of perjury that said Contractor has complied with all laws of the Commonwealth of Massachusetts relating to taxes, reporting of employees and contractors, and withholding and remitting child support.

461451781

Social Security Number or
Federal Identification Number

DocuSigned by:
Leonardo Sousa
Signature of Individual or
Corporate Name

By:
Corporate Officer
(if applicable)

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed on the day and year first above written.

CONTRACTOR

TOWN OF HARWICH

By

by its Board of Selectmen

Partner Facility Solutions Corp

Leonardo Sousa

Printed Name
President

Title

DocuSigned by:
Joseph F. Powers
0623C0C5799644E...

Approved as to Availability of Funds:

DocuSigned by:
Megan Green (\$ 57575.20)
Town Accountant Contract Sum

014212-529000
FY23 \$22,089.00
FY24 \$35,486.20

Low Bidder: Partner Solution

Bid Price: \$57,575.20

12/13/18 Revised Procurement Checklist

Please complete checklist below for contracts requiring Selectmen* signature **before Wednesday morning**** in order to get sign-off approval from the Town Administrator or the Assistant Town Administrator.

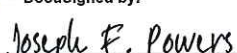
*Note: contracts (not grants) **below \$75,000** can be signed by Town Administrator.

- 1. Please provide a **separate page titled "Summary of Project"** which includes:
 - a. Provide how many bidders there were, the range of bids, and apparent low bidder.
 - b. Identify the funding source, such as article number and amount approved.
 - c. Include what you feel is pertinent, but keep this section to 4 sentences or less.
- 2. Finance Director has signed that funds are available: 014212-529000 Account
- 3. Please provide a single **copy of the bid packet** along with all supporting documents.
- 4. Please use K-P Law provided standardized contracts.

Buildings and Public Works	Goods and Services
<input type="checkbox"/> C1. Please show Prevailing Wage was used.	<input checked="" type="checkbox"/> GS1. If procured using the State Bid List :
<input type="checkbox"/> C2. If construction is near \$10,000 you also need: <ul style="list-style-type: none"> <input type="checkbox"/> a. Written spec sheet. <input type="checkbox"/> b. Advertised for two weeks on Central Register and COMMBUYS. <input type="checkbox"/> c. Apparent low bidder posted to Town website. 	<input type="checkbox"/> a. Over \$25,000 please show project was on the Capital Plan.
<input type="checkbox"/> C3. If construction over \$25,000 you need C1, C2, as well as: <ul style="list-style-type: none"> <input type="checkbox"/> a. Show project was in the Capital Plan. <input type="checkbox"/> b. Low bidder provides 50% payment bond after Selectmen's countersignature. 	<input checked="" type="checkbox"/> GS2. If project is over \$5,000 : <ul style="list-style-type: none"> <input type="checkbox"/> a. Please provide written spec sheet used and who it was sent to. <input type="checkbox"/> b. Maximum contract length is three years.
<input type="checkbox"/> C4. If construction over \$50,000 you need C1, C2, C3, as well as: <ul style="list-style-type: none"> <input type="checkbox"/> a. Bid Bond of 5% of total value. <input type="checkbox"/> b. Sealed Bids. <input type="checkbox"/> c. End of Public Works construction requirements 	<input checked="" type="checkbox"/> GS3. If project is over \$50,000 : <ul style="list-style-type: none"> <input type="checkbox"/> a. Show project was advertised for two weeks in a newspaper and on COMMBUYS. <input type="checkbox"/> b. Show project utilized sealed bids. <input type="checkbox"/> c. Apparent low bidder posted to Town website.
<input type="checkbox"/> C5. If Building estimated construction costs are over \$300,000 and estimated design costs are over \$30,000 you'll need to follow the Designer Selection RFQ process: <ul style="list-style-type: none"> <input type="checkbox"/> a. Advertise in Central Register and local newspaper for two weeks. <input type="checkbox"/> b. Set a designer fee or price ceiling. <input type="checkbox"/> c. Use Standard Designer Application Form 	<input type="checkbox"/> GS4. If project is over \$100,000 : <ul style="list-style-type: none"> <input type="checkbox"/> a. Show project was advertised for two weeks in COMMBUYS and Goods and Services Bulletin. <input type="checkbox"/> b. Show project utilized sealed bids.
<input type="checkbox"/> C6. If Building construction over \$150,000 you'll need C1, C2, C3, C4, C5, as well as: <ul style="list-style-type: none"> <input type="checkbox"/> a. 100% payment bond was in bids. <input type="checkbox"/> b. 100% performance bond was in bids. <input type="checkbox"/> c. DCAMM certified bidders. <ul style="list-style-type: none"> <input type="checkbox"/> i. DCAMM certified sub-bids if over \$25,000. 	<p>Note 1: If lowest bidder was found to be either not responsive or not responsible, the Town may begin negotiations with next lowest bidder.</p> <p>Note 2: Bids may be negotiated downwards but never higher than original quote.</p> <p>Note 3: Municipalities shall not provide a down payment, deposit, or provide funding before possession of purchased item.</p>
<input type="checkbox"/> C7. If Building construction over \$10,000,000 you'll need C1, C2, C3, C4, C5, C6, as well as: <ul style="list-style-type: none"> <input type="checkbox"/> a. Solicit qualifications prior to sealed bids. 	

Original for Accounting Original for Procurement Original for Vendor Contract to Treasurer's

Signature of Town Administrator or Assistant Town Administrator: Joseph F. Powers

DocuSigned by:


CORRESPONDENCE

From: Kathy Schreck <kcschreck@comcast.net>

Sent: Monday, March 27, 2023 10:03 AM

To: Michael D. MacAskill; Larry Ballantine; Don Howell; Mary Anderson; jkavenaugh@townofharwich.us

Subject: ADU by law change

Harwich Board of Selectmen
Harwich Planning Board
732 Main St
Harwich MA 02645

Dear Board of Selectmen, Planning Board and neighbors:

Please vote in favor of adding the proposed amendment to the code of the Town of Harwich §325 Article V Section 14 T-Supplemental Regulations- Accessory Apartment to the warrant for the spring town meeting. The revised ADU zoning is one viable avenue to increase the much needed affordable housing in Harwich.

Our property values are determined by the quality of our schools, health care and safety . All of these sectors are finding difficulty staffing positions due to the lack of affordable housing for teachers, healthcare providers, police and firemen. This is a problem that is not going away. Please add to the warrant so the voters can decide.

Thank you very much,

Kathleen C Schreck
22 Bonnie Lane
Harwich Port

I will also deliver a signed copy of this letter addressed to the Harwich Board Selectmen and the Harwich Planning Board to the Town Hall. I did not see the Planning Board's email addresses on the website.

March 28, 2023

Dear Selectman Macaskill,

I support this bylaw as a resident of Harwich, MA. I work in downtown Chatham and I am a self-employed jewelry artist. I have had many conversations about the scarcity of housing with people in industries such as healthcare, hospitality, and retail. Even I have found it challenging to find affordable rentals.

This bylaw will provide members of the community that may not be as well established with the opportunity to stay in their community and set a goal of investing in home ownership in the long term. When apartments become harder to find in a community, these workers may have to live outside of the community and away from their families. ADU'S can also benefit a household that may wish to provide a new self-contained unit within their property to receive additional income, provide social and personal support to a family member, or obtain greater security.

I encourage the Select Board of Harwich to vote in favor of this bylaw being on the town warrant this spring.

Kind Regards,

Agena Underwood

Little Lane, Hawich MA

March 27, 2023

Harwich Board of Selectmen
Harwich Planning Board
732 Main St
Harwich MA 02645



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Thank you very much,


Kathleen C Schreck

22 Bonnie Lane
Harwich Port

Monomoy Regional School District FY24 Budget

HARWICH BOARD OF SELECTMEN

MARCH 2023

UPDATED BUDGET REQUEST

	Request	Change from previous Harwich BoS Mtg (2/27)	Change from FY23 Budget
Budget	\$44,382,003	+\$58,887	\$1,580,600
Harwich Assessment	\$28,469,466	-\$867	\$1,168,008 (4.3%)
Chatham Assessment	\$9,710,449	+\$59,754	\$196,862 (2.1%)

Change from Previous Presentation to Harwich Board of Selectmen

Item	Change
Increases	
• Budget priority items	+\$248,471
• Transportation	+\$127,621
Decreases	
• Health insurance updates	- \$301,705
• Staffing updates	- \$15,500
TOTAL	+\$58,887

Developing the budget requires an assessment of the district's needs, how they will influence costs, and the available revenue to fund expenditure.

Expenditures

- Salaries
- Employee Benefits
- State Assessments – School Choice and Charter Tuition
- Property Insurance
- Debt Service
- Out of District Tuition
- District Priorities

Policies

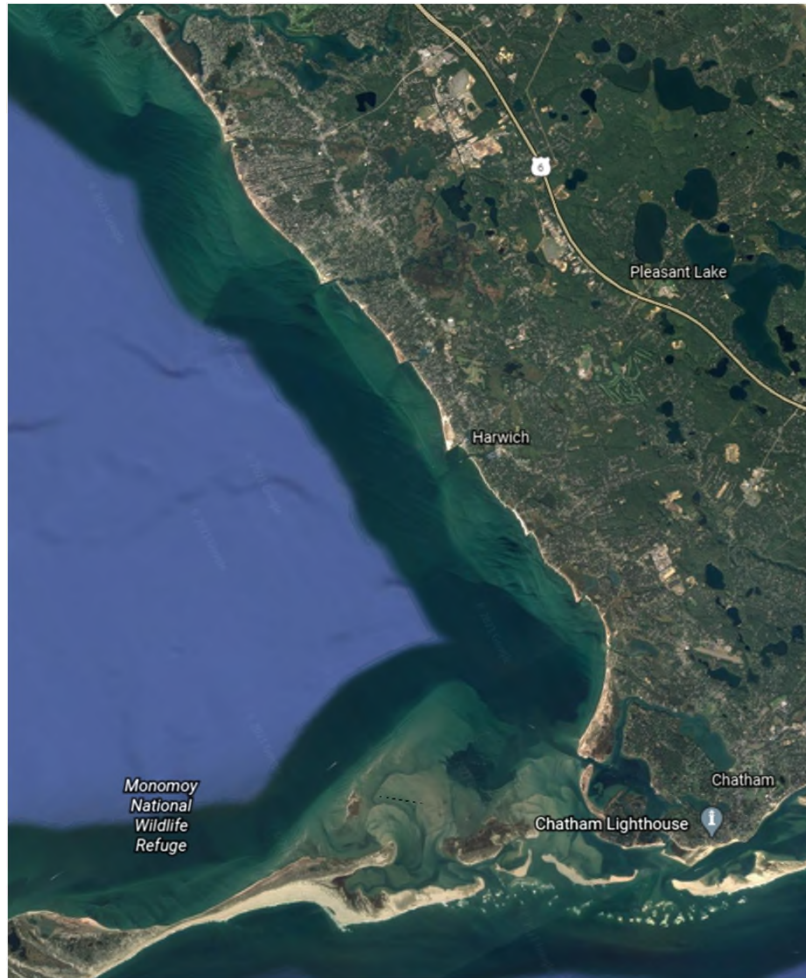
- Legal requirements
- Strategic Plan
- Class Sizes
- Instructional Support
- Operations



Revenue

- School Choice
 - Circuit Breaker (Special Education)
 - Grants
-
- State Aid – Chapter 70, Charter Tuition, and transportation aid.
 - Medicaid
 - Local Receipts
 - Excess and Deficiency
-
- Town Assessments

The 30,000 foot view – key takeaways



STUDENT NEEDS

The impact of COVID continues to be seen in the need for more academic intervention and broader social and emotional learning supports. There is also an increase in demand for special education resources.

FINANCIAL PRESSURES

Inflation, shortage of labor, and supply chain issues are driving up costs in multiple areas of the budget, including utilities, transportation, instructional supplies, and building maintenance.

BUDGET

The draft budget request is \$44,382,003 (\$1.58m / 3.7% increase).

ASSESSMENTS

Based on the current draft budget and estimates of foundation enrollment and state funding, there is an increase of \$1,168,008 (4.3%) for Harwich and \$196,862 (2.1%) for Chatham.

Developing a budget which reflects both everything that could possibly enhance the educational program and the financial position of the towns is a balancing act.

High-quality
educational
programming



Good stewardship
of the taxpayers
dollars

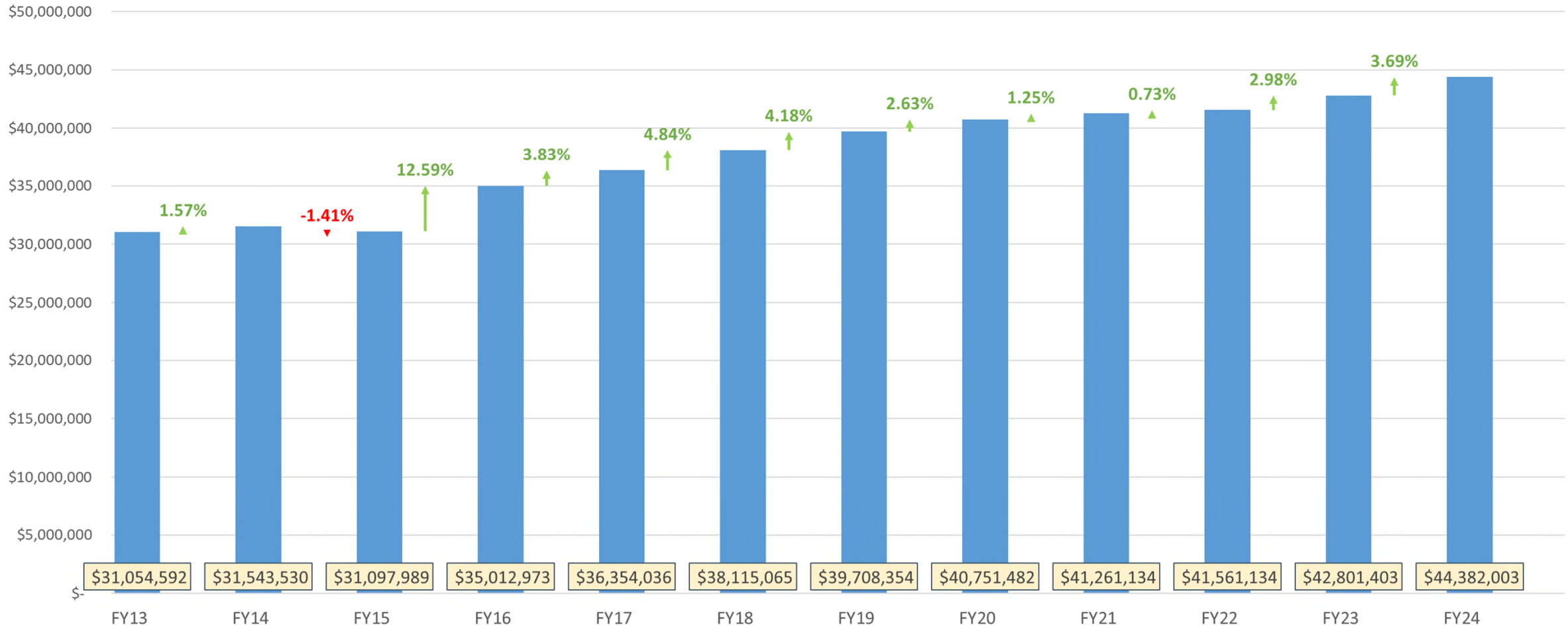
As the district responds to increasing student needs and financial pressures, the focus is on three key aims.

- **Excellent classroom instruction with high-quality instructional materials.**
- **Additional support for social-emotional learning and mental health.**
- **Commitment to equity.**

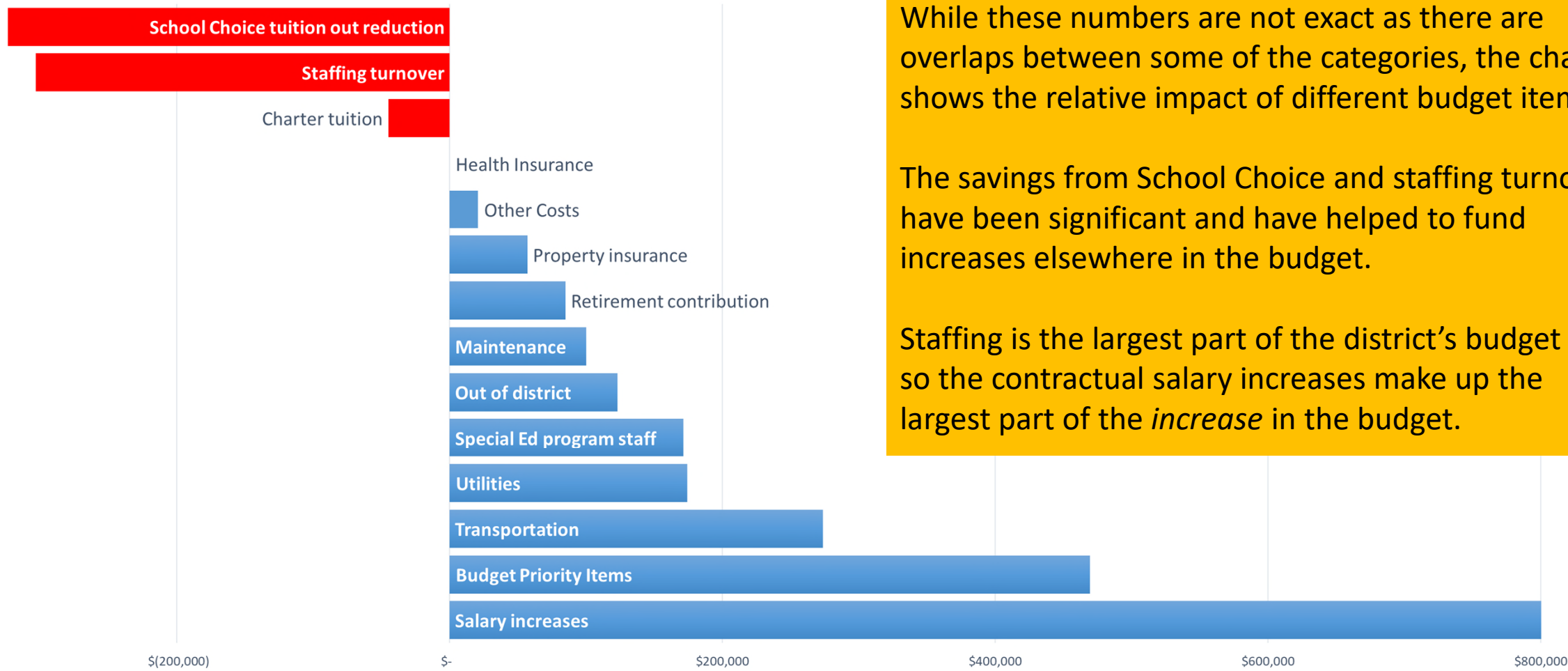
Delivering on these aims means changes on the ground and in the classrooms.

- Investment in textbooks and curriculum materials.
- Ongoing and comprehensive professional development.
- Portrait of a Graduate.
- After-school enrichment programs.
- Expanded pre-school.
- Increased SEL/mental health e.g. adjustment counselor.
- Improving the staffing structure to meet the challenges.
- Increase in building repairs and capital investment.

The chart below shows the proposed FY24 budget in its historic context. Although an increase of 3.69%, is higher than in recent years, it is below inflation and will help to meet the needs of the district's students.



There are many factors that result in this overall budget increase. The most significant factors, and their relative impact, are shown in this chart.



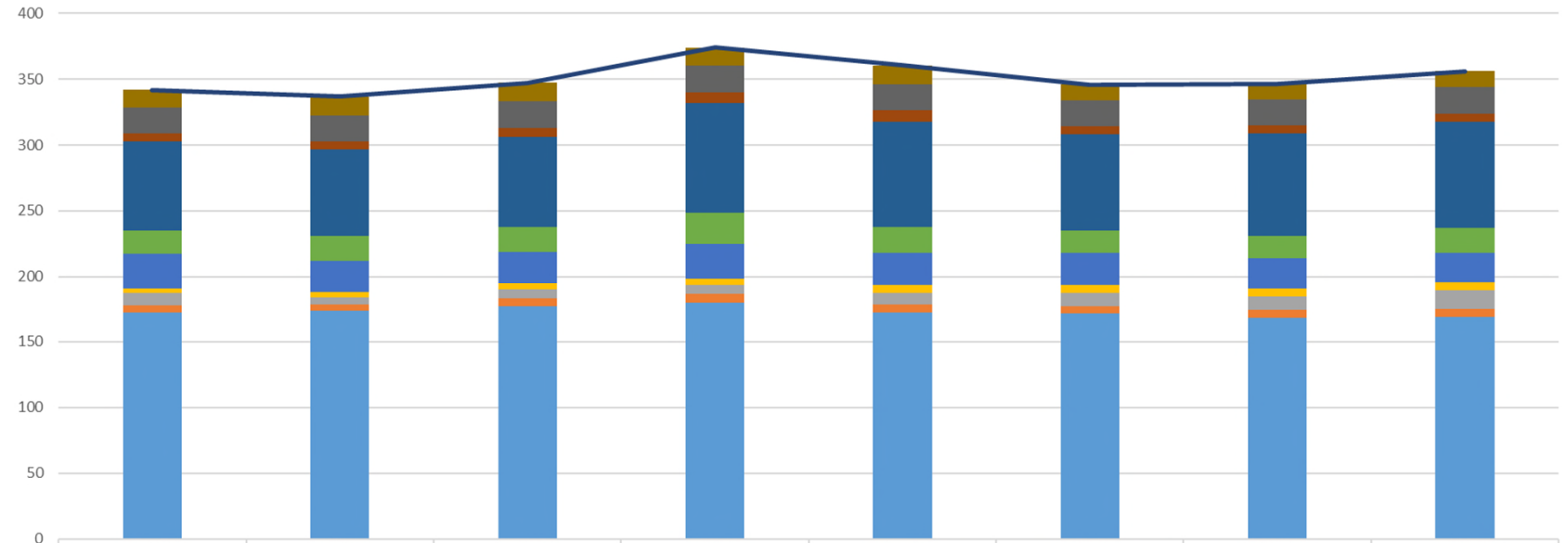
While these numbers are not exact as there are overlaps between some of the categories, the chart shows the relative impact of different budget items.

The savings from School Choice and staffing turnover have been significant and have helped to fund increases elsewhere in the budget.

Staffing is the largest part of the district's budget and so the contractual salary increases make up the largest part of the *increase* in the budget.

Staffing levels increased from FY22 to FY23, including ESSER funded staff, and additional instructional assistants in special education programs.

The data presented here is based on information reported to the state on October 1st and although it is a good indicator of the general trend in staffing levels, it isn't exact as it does not capture vacancies and it does include grant funded positions.



	2016	2017	2018	2019	2020	2021	2022	2023
Cafeteria	13.0	14.0	14.0	14.0	14.0	12.0	12.0	12.0
Facilities & Custodians	20.0	20.0	20.0	20.0	20.0	19.5	19.5	20.0
Special Education Related Staff	6	6.1	7.1	8.1	8.95	5.8	5.87	6.57
Paraprofessional	67.5	65.7	68.4	83.1	79.25	73.25	77.56	80.266
Official -- Administrative	17.4	18.75	18.65	23.65	19.7	16.81	16.81	18.81
Office / Clerical / Administrative Support	27	24.5	24.5	26.5	25.1	25.2	23.9	22.3
Medical / Health Services	4	4	4.5	5.5	6	6.09	6.09	7.09
Instructional Support Staff	9.33	5.33	6.53	7.03	8.73	9.85	10.34	14.11
Instructional Support and Special Education Shared Staff	5.4	5	6.6	6.8	6.5	5.6	6.2	5.6
Instructional Staff	172.014	173.266	176.74	179.34	171.983	171.575	167.893	169.087
Grand Total	341.6	336.6	347.0	374.0	360.2	345.7	346.2	355.8

The District is maintaining class sizes with the projected enrollment for FY24

District Goal: Maintain programs across grade levels and educationally supportive class size guidelines of 19+/-2 students per class at the middle and high school and 18 +/-1 at the elementary level.



Budget Requests

As part of the budget process, the principals and other administrators make requests for new positions or programs to be added to the budget.

These items are included in the table to the right.

As the budget development process has continued more requests have been included in the budget as other expected costs – most notably health insurance – came down.

Priorities	School	Status	Budget	Average benefit costs	Sum of Total Cost
Add Pre-K Session (0.5 FTE Teacher & 0.5FTE IA)	HES	Funded (ESSER)	\$51,460	\$30,276	\$81,736
Additional special education teacher position.*	HES	Funded	\$74,387	\$15,138	\$89,525
Additional math and ELA interventionist teaching position. *	CES	Funded	\$74,387	\$15,138	\$89,525
Add a new Theater House Manager position.	MRHS	Funded	\$18,000	\$15,138	\$33,138
Add Computer Science pathway to Project Lead the Way curriculum.	MRHS	Funded	\$6,500		\$6,500
Create two District Wide Curriculum Positions	District	Funded	\$220,915	\$30,276	\$251,191
Increase administrative assistant support*	CES	Funded	\$13,574		\$13,574
Increase existing Special Education teaching position from 0.5FTE to 1.0FTE.	CES	Funded	\$37,555		\$37,555
Increase in budget for supplies in the Culinary Arts program	MRHS	Funded	\$2,000		\$2,000
Kiln for art program	CES	Funded	\$5,000		\$5,000
Purchase new flexible seating for classrooms.	CES	Funded	\$15,000		\$15,000
Additional math teacher interventionist (offset by reduction of math IA)*	HES	Funded	\$33,847		\$33,847
Upgrade computers in the existing Robotics Lab.	MRMS	Funded	\$7,000		\$7,000
Upgrade existing Wireless Access points	MRMS	Funded	\$45,000		\$45,000
Replace existing common area furniture	MRHS	Unfunded	\$65,000		\$65,000
Grand Total			\$669,625	\$105,965	\$775,591

* Added since Harwich BOS meeting on 2/27

In determining which new positions should be funded (curriculum positions or interventionists), several factors must be considered including future staffing needs and the most effective approach for supporting students.

Monomoy is currently funding several positions with the use of ESSER (a federal grant) that will no longer be available after FY2024.

If, based on an assessment of student needs, these positions continue to be required it may be possible to fund them through the reallocation of resources from core instruction staffing.

The need for core instruction staffing may be reduced because of declining enrollment, while keeping class sizes within district guidelines (18 +/- 1 and 19 +/- 2).

ESSER Positions

Currently funded positions with potential long term need.

School	Request	Total Cost
Chatham Elementary School	Teacher Math Interventionist	\$113,319
District	Mental Health Coordinator	\$107,751
Harwich Elementary School	Teacher Math Interventionist	\$118,033
Harwich Elementary School	Teacher School Counselor	\$118,033
Monomoy Regional High School	Teacher Adjustment Counselor	\$90,247
Monomoy Regional High School	Teacher Math Interventionist	\$71,639

Currently funded positions with potential short term need, responding to missed early intervention during COVID pandemic.

School	Request	Total Cost
Harwich Elementary School	PreK staff (0.5 FTE Teacher & 0.5FTE IA)	\$81,736

Previously funded positions now returned to preCOVID nursing levels.

School	Request	Total Cost
District/Harwich	Nurse	\$77,472

Forecast Enrollment and core staffing needs.

Reviewing possible enrollment in the coming years suggests areas where staffing resources could be reallocated to other priorities while maintaining small and supportive class sizes.

These considerations will be part of the needs assessment in upcoming budget cycles.

2023-2024			
Grade	Students	"Core" Educators	Avg. Class Size
K	27	2	13.5
1	27	2	13.5
2	32	2	16.0
3	20	1	20.0
4	40	2	20.0
Total	146	9	16.2

2024-2025		
Students	"Core" Educators	Avg. Class Size
27	2	13.5
27	2	13.5
27	2	13.5
32	2	16.0
20	1	20.0
133	9	14.8

2025-2026		
Students	"Core" Educators	Avg. Class Size
27	2	13.5
27	2	13.5
27	2	13.5
27	2	13.5
32	1	32.0
140	9	15.6

Possible Staffing Changes +1
Average class size after change 14.0

Harwich Elementary			
Grade	Students	"Core" Educators	Avg. Class Size
K	81	5	16.2
1	81	5	16.2
2	85	5	17.0
3	93	5	18.6
4	84	5	16.8
Total	424	25	17.0

Students	"Core" Educators	Avg. Class Size
81	5	16.2
81	5	16.2
81	5	16.2
85	5	17.0
93	5	18.6
421	25	16.8

Students	"Core" Educators	Avg. Class Size
81	5	16.2
81	5	16.2
81	5	16.2
81	5	16.2
81	5	16.2
85	5	17.0
409	25	16.4

Possible Staffing Changes -2.0
Average class size after change 18.3

Monomoy Regional Middle School			
Grade	Students	"Core" Educators	Avg. Class Size
5	127	7	18.2
6	140	8	17.5
7	143	8	17.9
Total	411	23	17.8

Students	"Core" Educators	Avg. Class Size
129	7	18.5
119	8	14.8
139	8	17.4
387	23	16.8

Students	"Core" Educators	Avg. Class Size
117	7	16.7
120	8	15.1
119	8	14.8
356	23	15.5

Possible Staffing Changes -4.0
Average class size after change 20.4

Monomoy Regional High School			
Grade	Students	"Core" Educators	Avg. Class Size*
8	149	8	18.6
9	150	8	18.7
10	137	8	17.2
11	155	8	19.3
12	116	8	14.6
Total	707	40	17.7

Students	"Core" Educators	Avg. Class Size*
147	8	18.3
131	8	16.4
148	8	18.5
140	8	17.5
157	8	19.6
722.0	40	18.1

Students	"Core" Educators	Avg. Class Size*
142	8	17.7
129	8	16.1
130	8	16.2
151	8	18.8
142	8	17.8
693	40	17.3

These numbers do not include pre-k or out-of-district placements.

TOTAL CHANGE -6.0

Capital and Extraordinary Maintenance Items

Project	Budget
Install additional external lighting at MRMS to improve the safety of students	\$60,000
District (MRMS and CES) Facilities pick up truck	\$80,000
Replace MRMS IT network switch	\$10,000
Stabilization	\$50,000
MSBA application for CES and MRMS Roof replacement	\$200,000
Replacement of carpet at MRMS	\$40,000
Update all PA systems	\$180,000

These items were identified as part of the district's capital planning process, as recently presented to the school committee (with some budget amount increases based on new estimates). These items (except the MSBA project) are included in the current budget.

There is currently \$187,000 in the stabilization fund.

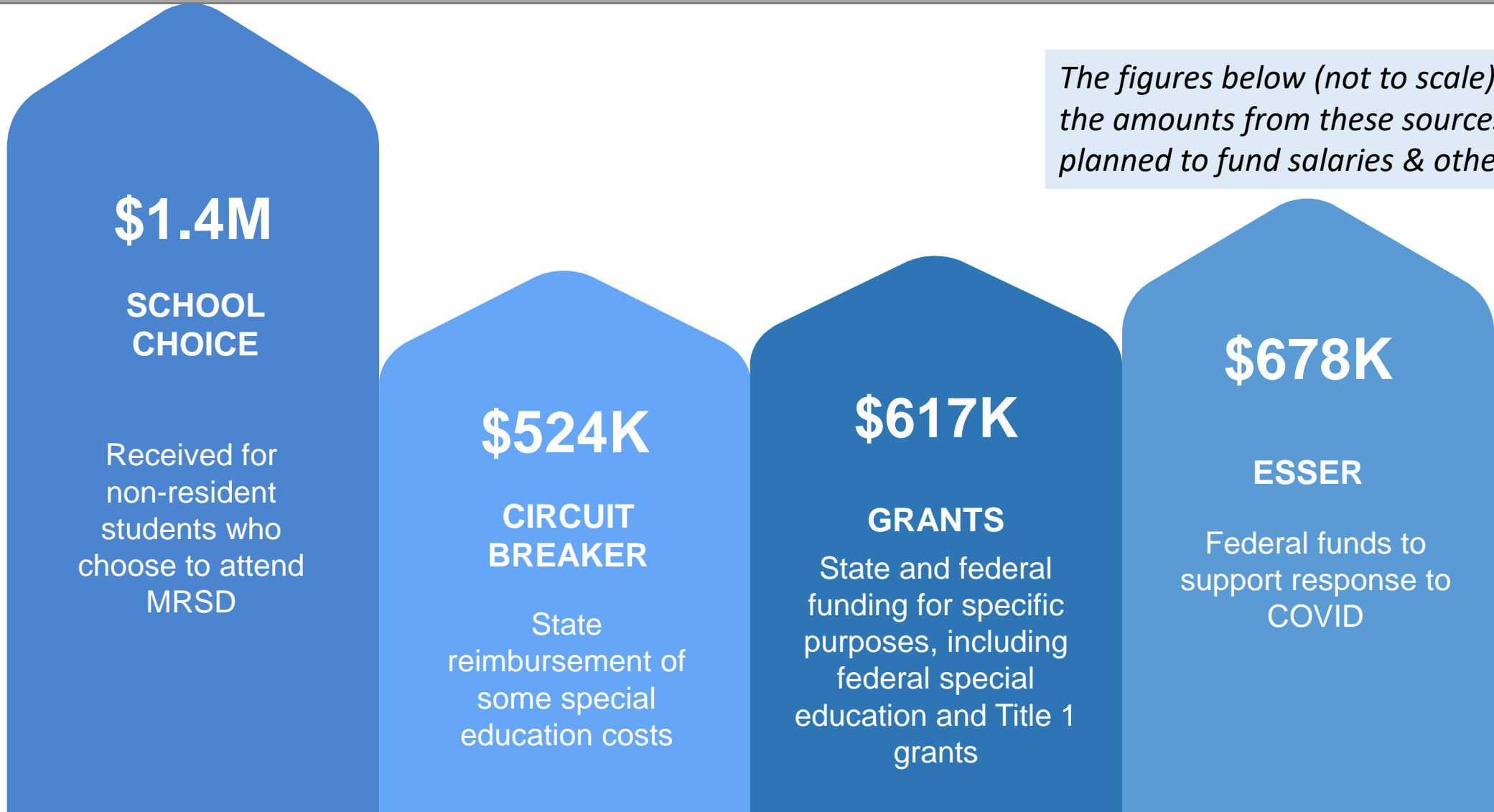
The MSBA is not funding roof projects in FY24 and so these projects have been postponed.

The district has aging building infrastructure will put pressure on the budget through increased maintenance and capital improvement.

Item	Expected Useful Life	CES	HES	MRMS	MRHS
Boilers	20 years	26	1 is 20 y.o. 2 are 32 y.o.	26	10
Generators	20 years	26	20	27	10
Roof	20 years	27	20	26	10
Windows	20 years	27	20	26	10
Doors	20 years	27	20	26	10
Elevator	20 years	N/A	20	26	10
Hot water tank	15 years	2	20	5	10
Pumps	20 years	26	20	2 are 7-12 y.o. 2 are 5 y.o.	10
Auditorium	10 years	N/A	N/A	N/A	10
Turf Field	15-20 years	N/A	N/A	N/A	10
Track	15-20 years	N/A	N/A	N/A	10

Other Revenue Sources: These are already reflected in the budget and fund positions in the district. The FY24 budget uses more circuit breaker and ESSER funds than in FY23

The figures below (not to scale) show the amounts from these sources that are planned to fund salaries & other costs.



General Fund Revenue: These revenue sources help to reduce assessments after the budget is set (not to scale).

\$4.165M

CHAPTER 70

The main state aid for public school education

\$800K

EXCESS AND DEFICIENCY

District funds available at the end of FY21

\$825K

TRANSPORATION AID

State aid to offset cost of regional school transportation

\$136K

CHARTER SCHOOL AID

State aid to offset tuition to Charter Schools

\$60K

MEDICAID

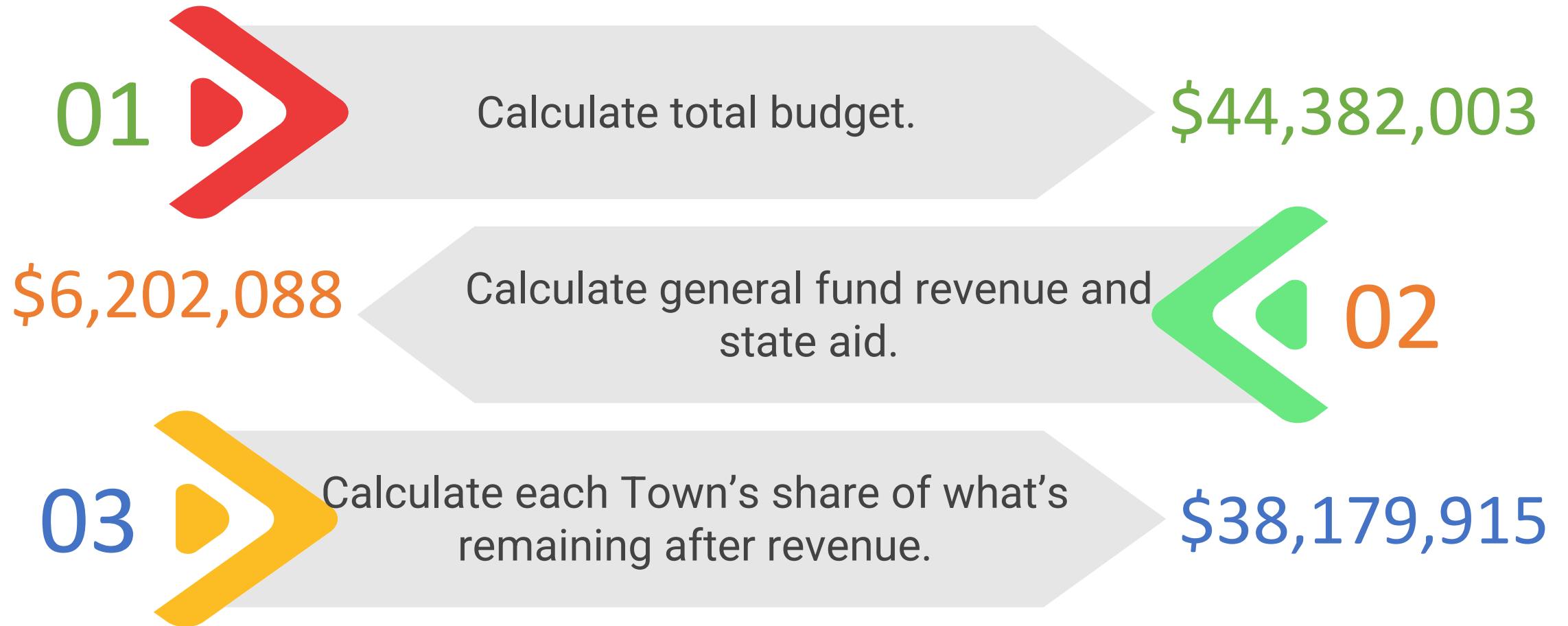
State funds to offset costs certain health care services.

\$214K

OTHER DISTRICT REVENUE

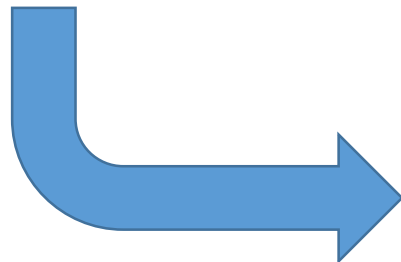
Interest and miscellaneous district revenue.

Budget and assessment process



These tables show the impact of foundation enrollment changes on the assessment calculations.

Enrollment Year	Harwich (n)	Harwich (%)	Chatham (n)	Chatham (%)	Swing (C to H)
2016	1,370.00	72.83%	511.00	27.17%	
2017	1,373.17	73.55%	493.83	26.45%	0.72%
2018	1,384.87	73.94%	488.13	26.06%	0.39%
2019	1,395.47	75.59%	450.53	24.41%	1.65%
2020	1,360.62	75.84%	433.38	24.16%	0.25%
2021	1,341.48	77.45%	390.52	22.55%	1.61%
2022	1,269.65	76.39%	392.35	23.61%	-1.06%
2023	1,267.80	76.65%	386.20	23.35%	0.26%



Three-year average

Budget Year	Harwich	Chatham	Swing (C to H)
2020	73.45%	26.55%	
2021	74.35%	25.65%	0.90%
2022	75.11%	24.89%	0.76%
2023	76.27%	23.73%	1.16%
2024	76.56%	23.44%	0.29%
2025	76.83%	23.17%	0.27%

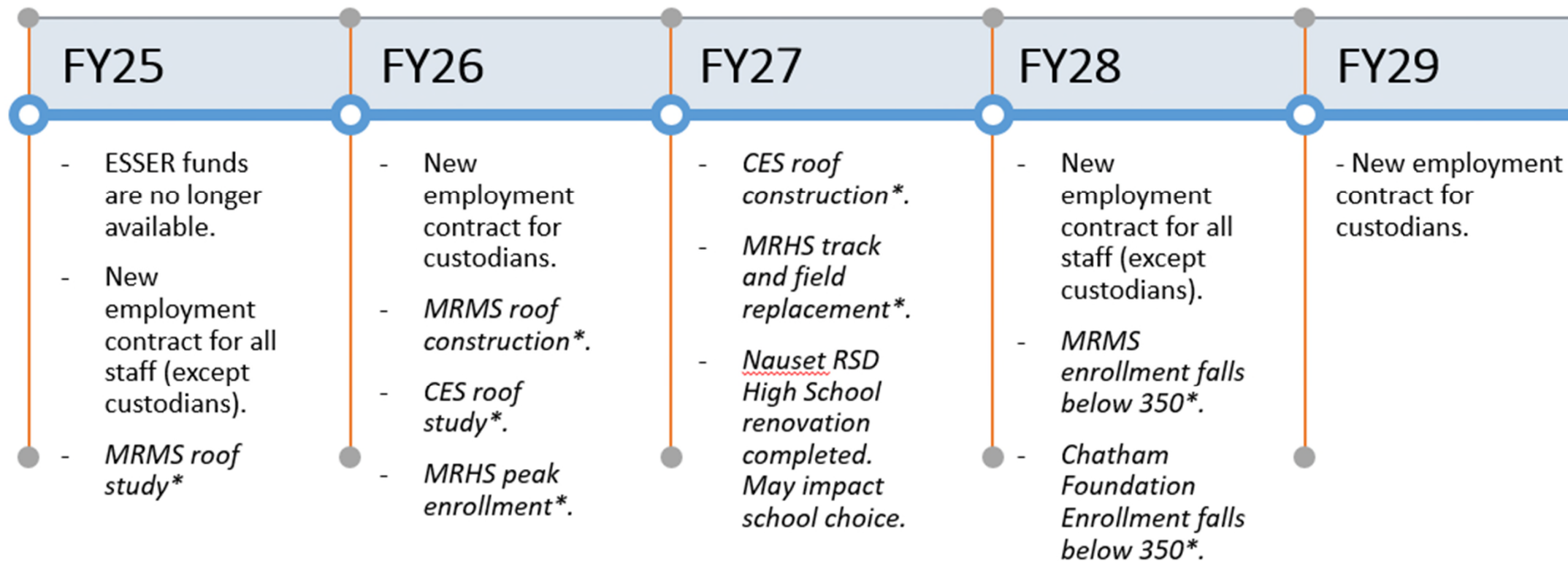
The assessment is calculated based on the formulae described in the regional agreement in the five categories listed below.

Assessment	Harwich	Change from FY23	Chatham	Change from FY23
Local Minimum Contribution	\$14,991,331	\$1,365,026	\$4,566,662	\$275,510
Operating assessment beyond minimum contribution	\$11,188,525	(\$452,526)	\$4,441,525	(\$105,279)
Transportation	\$739,557	\$216,079	\$227,690	\$67,062
Capital	\$153,120	\$76,087	\$46,880	(\$22,087)
Debt	\$1,396,933	(\$36,657)	\$427,692	(\$18,343)
Total Assessment	\$28,469,466	\$1,168,008 4.3%	\$9,710,449	\$196,862 2.1%

Comparing the new approved assessment method with the original

Assessment	Harwich	Chatham
New Assessment Method	\$28,469,466	\$9,710,449
<i>Original Method</i>	<i>\$29,247,308</i>	<i>\$8,932,608</i>
<i>Difference between methods</i>	<i>(\$777,842)</i>	<i>\$777,842</i>

Although the focus of this process is the upcoming FY24 budget the district maintains a 5-year outlook beyond next year.

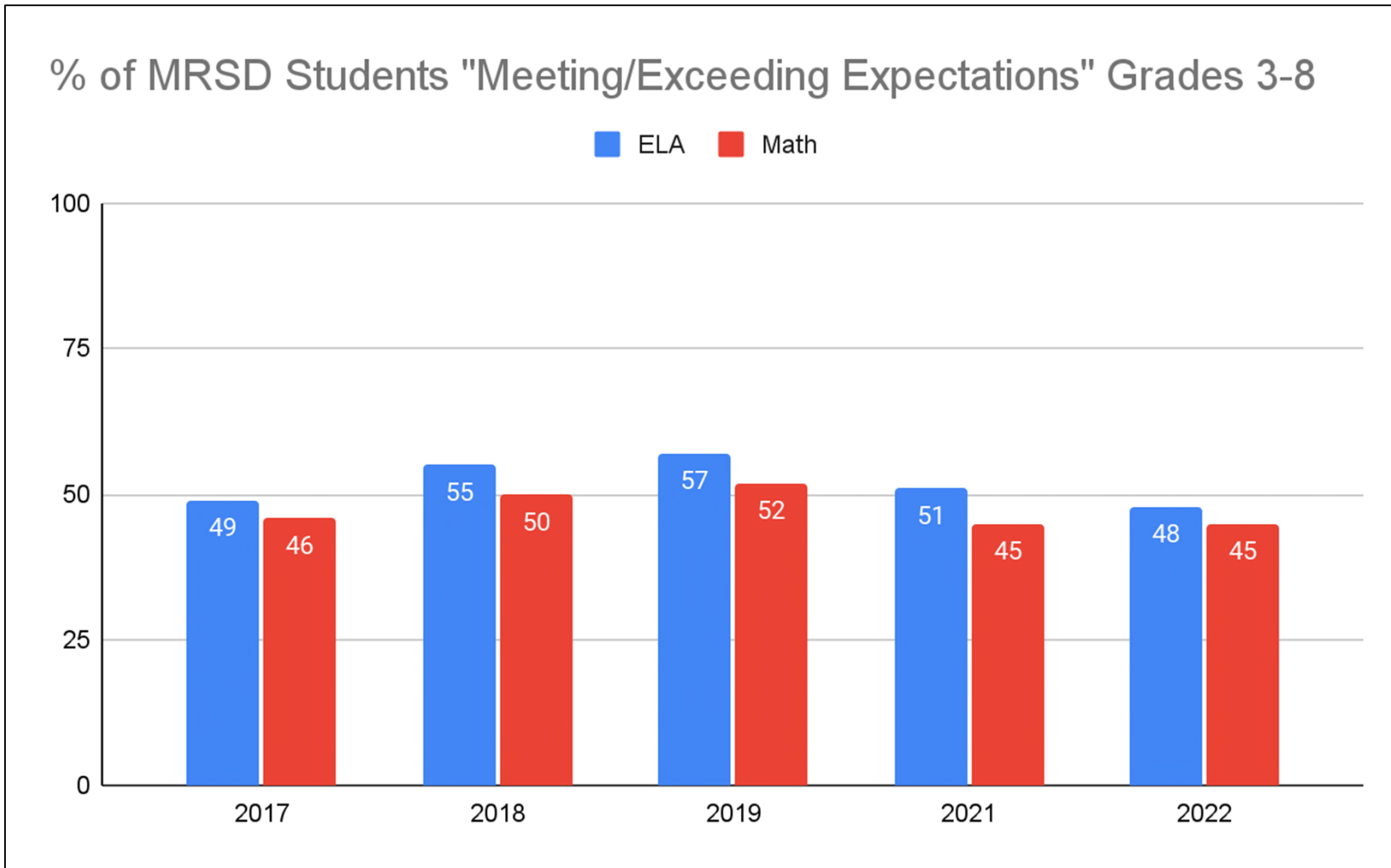


* - Possible

Additional Information about District-Wide Curriculum Supervision Needs

What our data is telling us about the need for more Curriculum Support

District MCAS Data



For the last 6 years, roughly 50% of MRSD students have not met the state's expectations for proficiency.

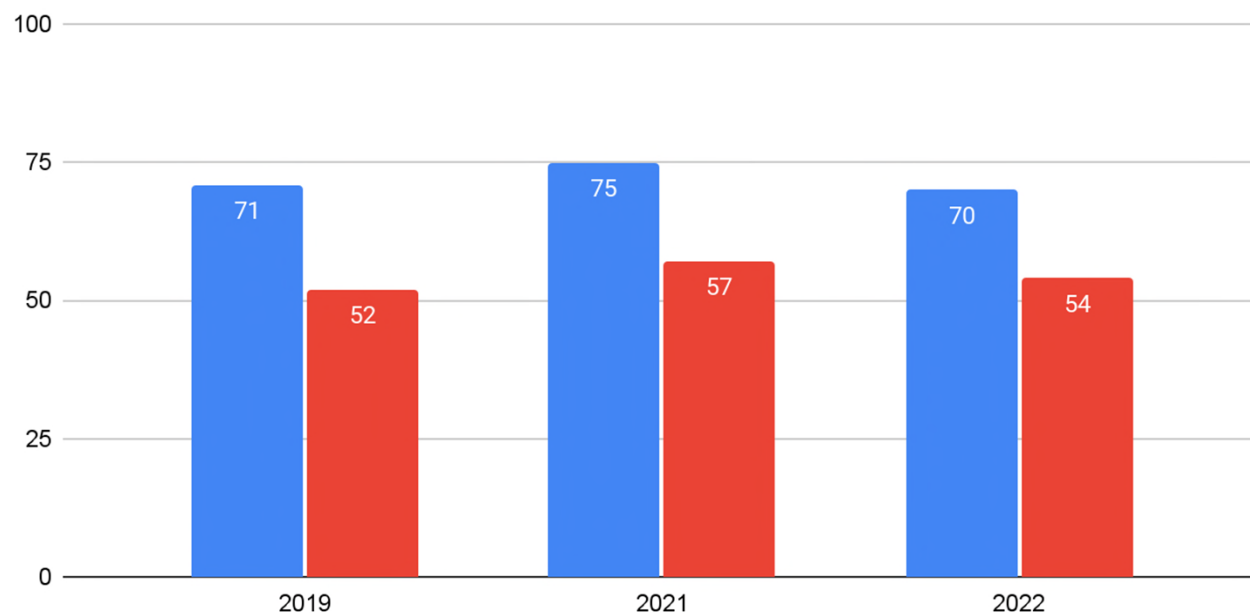
This signals a need for curriculum support of daily instruction in both humanities and STEM. Closing this proficiency gap cannot be solved through intervention alone.

A Case Study on the need for more Curriculum Support

MRHS MCAS Data

% of MRSD Students "Meeting/Exceeding Expectations" Grade 10

■ ELA ■ Math



On March 3, 2023, MRHS administration held meetings with all students because of concerns about the number of students who failed one or more classes in the 2nd term. **For example: At MRHS this year, We have 307 8th & 9th Graders. In Quarter 2 of this year they collectively "earned" 277 D's or F's in their courses.**

When there are 277 D's or F's in 8th & 9th grade, this cannot simply be solved by adding interventionists, on top of the intervention students get during Jawsome's "academic overtime" extra help sessions.

Ultimately, the school needs to bolster classroom teacher effectiveness to support more students in passing and fewer requiring interventions.

With 30% of Grade 10 students not "meeting expectations" in ELA and nearly half in math, there is a need for curriculum support in both humanities and STEM too at MRHS.

There is good news in the data from the elementary schools' new reading program which shows significant progress in a short amount of time.

HARWICH ELEMENTARY SCHOOL

	Start of Year 2021	Start of Year 2022	Middle of Year 2023
Proficient or Above	31%	45%	69%
At Risk	35%	36%	19%
Emergency	33%	17%	12%

CHATHAM ELEMENTARY SCHOOL

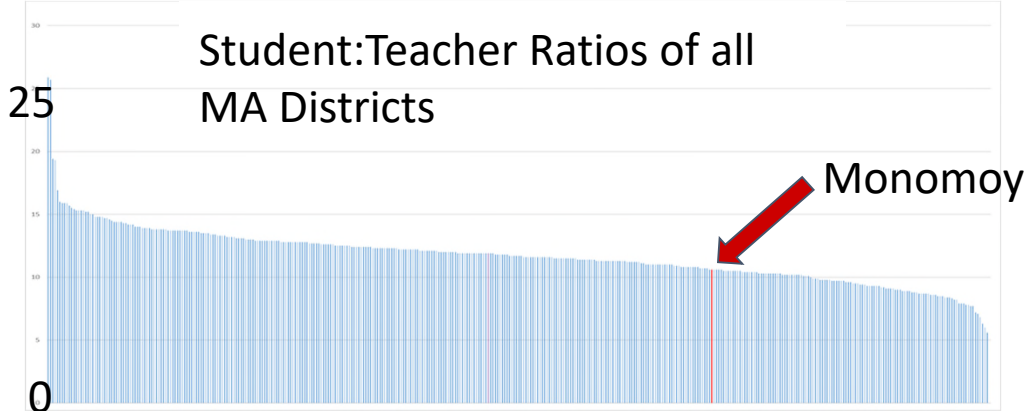
	Start of Year 2021	Start of Year 2022	Middle of Year 2023
Proficient or Above	33%	49%	66%
At Risk	28%	24%	18%
Emergency	40%	27%	16%

Keys to Success
 Individualized and small group instruction, high-quality learning materials meeting students at their personal reading level, ongoing coaching, focused professional development and assessment of learning data, authentic research & writing tasks for students, building a culture of readers.

Comparative Student:Teacher Ratios

District	District Enrollment FY22	Teachers	Student:Teacher Ratio
Dennis-Yarmouth	2,857	286	10.0
Nauset + town schools	2,168	112	10.0
Bourne	1,557	150	10.4
Falmouth	3,044	290	10.5
Monomoy	1,763	166	10.6
Mashpee	1,457	134	10.9
Sandwich	2,288	208	11.0
Wareham	2,043	176	11.6

Monomoy is currently near the middle of Cape districts with regard to Student:Teacher ratio, and has a fairly good Student:Teacher ratio compared to the rest of the state.



Comparative Student:Administrator Ratios

District	District Enrollment FY23	Administrators allocated for Curriculum, Evaluation, & Supervision	Student:Admin Ratio
Falmouth	2,967	30**	99
Wareham	2,043	18	114
Mashpee	1,457	10.4	140
Bourne	1,557	11	142
Dennis-Yarmouth	2,857	20.0*	143
Nauset + town schools	2,168	14.8***	146
Sandwich	2,288	15.4*	149
Monomoy Request	1,763	11	160
Stoneham	2,243	13	173
Triton	2,217	12	185
North Adams	1,257	5	193
Monomoy Current	1,763	9	196
Westport	1,430	7	204
Ashburnham-Westminster	2,272	11	207
Quabbin	2,223	10.5	212
Millbury	1,601	7	229



Monomoy currently has the leanest administrative structure of Cape districts. The FY23 request for curriculum supervision support keeps Monomoy lean for the Cape, but brings the district more into the mid-range looking statewide at similarly sized districts.

*Does not include academic "coaches"

**Includes FTEs of Special Education Coordinators

+Does not include .3 FTE stipend for Elementary Curriculum Coordinator