

SELECTMEN'S MEETING AGENDA*

Donn B. Griffin Room, Town Hall

732 Main Street, Harwich, MA

Regular Meeting 6:30 P.M.

Monday, December 10, 2018

**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. **PLEDGE OF ALLEGIANCE**

III. **WEEKLY BRIEFING**

IV. **PUBLIC COMMENTS/ANNOUNCEMENTS**

V. **CONSENT AGENDA**

- A. Vote to approve the request by Eversource to install a new pole to provide service to 175 South Street, per the recommendation of the Town Administrator
- B. Vote to approve the use of the Caleb Chase Fund in the amount of \$431.55
- C. Vote to approve the use of the Caleb Chase Fund in the amount of \$679.23
- D. Vote to approve the use of the Caleb Chase Fund in the amount of \$700.00
- E. Approve the 2019 Annual Liquor License Renewals
- F. Approve the 2019 Annual General License Renewals
- G. Approve application for Road Race by Cape Cod Athletic Club for January 20, 2019

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

- A. Annual Meetings:
 - 1. Harwich Accessibility Rights Committee (HARC)
 - 2. Real Estate and Open Space Committee
- B. Public Hearing – Building Department Fee Amendments
- C. Joint meeting with the Finance Committee – Town Administrator and Capital Outlay Committee to submit the 7-Year Capital Outlay Plan to Finance Committee

VII. **NEW BUSINESS**

- A. Committee Appointments
 - 1. Youth Services
 - 2. Harwich Center Initiative
 - 3. Board of Health
- B. Appointment of Harwich's representative to the Cape and Vineyard Electric Cooperative
- C. Provincetown Community Television (PTV) letter of support – *vote to sign*

VIII. **CONTRACTS**

- A. Cooperative Agreement between Barnstable County and the Town of Harwich to perform all dredge related work for Round Cove – *authorize the Chair to sign*

IX. **OLD BUSINESS**

- A. Designation of Exclusive Use Line between Harwich Elementary School and Cultural Center
- B. MassWorks Infrastructure Program update

X. **TOWN ADMINISTRATOR'S REPORT**

- A. Explanation of the FY19 Tax Rate
- B. Accessory Dwelling Units - Planning Board status
- C. Town Hall Holiday Hours of Operation
- D. Advertise for Interim School Committee Member
- E. Departmental Reports

XI. **SELECTMEN'S REPORT**

XII. **ADJOURNMENT**

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

Authorized Posting Officer:

Posted by: _____
Town Clerk

Sandra Robinson, Admin. Secretary

Date: _____
December 6, 2018



**From the Office of
Christopher Clark
Town Administrator**

Memo

TO: Board of Selectmen

FROM: Christopher Clark, Town Administrator

RE: Utility Pole Hearing

DATE: December 5, 2018

Application was made by Verizon New England, Inc. and Nstar Electric for permission to install a new Pole 28/24A-5 to provide service to 175 South Street in Harwich.

A public meeting was held on Wednesday, December 5, 2018 in the Town Hall Library for the purpose of hearing testimony from abutters or departments. No abutters appeared and no other objections were raised, therefore I recommend approval of this petition.

Town Administrators
732 Main Street
Harwich, MA 02653

Dear Board Members:

Enclosed is a petition to install approximately 1 40' (forty foot) Pole labeled 28/24A-5 the public way in South Street, Harwich.

This proposed location (s) is necessary to provide electrical service to customer at 175 South Street. This petition will require a notice to abutters and a hearing.

Will you please present this petition before the Board for customary action and approval?

If you have any questions, feel free to contact me at 508-790-9022 or the email address provided below.

Warm Regards,



Jessica Elder
Right of Way Agent
Jessica.Elder@Eversource.com
NSTAR Electric
d/b/a Eversource Energy

**PETITION FOR POLE LOCATIONS
WO#2286674**

**Barnstable, Massachusetts
To the Board of Selectmen Harwich, Massachusetts.**

November 02, 2018

NSTAR ELECTRIC COMPANY d/b/a EVERSOURCE ENERGY

request permission to locate poles, wires, cables and fixtures, including the necessary sustaining and protecting fixtures to be owned and used by your petitioner, along and across the following public way or ways:

**South Street, Harwich
Install 1 new 45' pole labeled 28/24A-5 north of Pole#28/25-A**

Wherefore we pray that after due notice and hearing as provided by law, we be granted locations for permission to erect and maintain poles, wires, and cables, with such sustaining and protecting fixtures as we may find necessary, said poles to be erected substantially in accordance with the plan filed herewith marked Plan No. 2286674 Dated October 19, 2018.

Also, for permission to lay and maintain underground cables, conduits, wires, and necessary equipment in the above or intersecting public ways for the purpose of making connections with the poles and buildings as each may desire for distributing purposes.

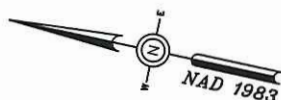
Your petitioner agrees to reserve space for one crossarm at a suitable point on each of said poles for the fire, police, telephone and telegraph signal wires belonging to the municipality and used by it exclusively for municipal purposes.

NSTAR ELECTRIC COMPANY d/b/a EVERSOURCE ENERGY

By



RIGHT OF WAY AGENT



31-E3-0
#175 SOUTH STREET
N/F
O'BRIEN, KENNETH W. - ESTATE OF
C/O STALKER, CLIFTON E. ET AL

31-E2-0
#171 SOUTH STREET
N/F
LEAN, WILLIAM R. JR. &
C/O LUCAS, ADAM K.

—APPROX. RIGHT-OF-WAY(R.O.W.)

PROPOSED
28/24A-5
ES

- 80' +

28/25-A

EDGE OF ROAD

APPROX. 211'± TO
DOANE ROAD

SOUTH STREET

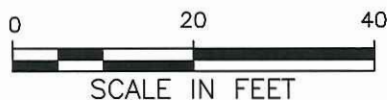
EDGE OF ROAD

APPROX. R.O.W.

30-W4-0
#176 SOUTH STREET
N/F
MONBLEAU, MARCIA J.

30-W4-1-0
#170 SOUTH STREET
N/F
BATTLES, RYAN D.
C/O BERRY, CHRISTOPHER ET AL - TRUSTEES

- Proposed Pole
- Existing Pole
- Pole with Riser




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.

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MASS. LAW

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

Plan #	2286674		
Ward #	-		
Work Order #	2286674	1165 MASSACHUSETTS AVE. DORCHESTER, MASS. 02125	
Surveyed by:	-	Plan of	SOUTH STREET
Research by:	PG		HARWICHPORT
Plotted by:	PG	Showing	PROPOSED POLE LOCATION
Proposed Structures:	SC		
Approved:	A DEBENEDICTIS	Scale	1"=20' Date OCTOBER 19, 2018
P#		SHEET	1 of 1

2019 ANNUAL LIQUOR LICENSE RENEWALS

400 East, Inc.
1421 Route 39
East Harwich, MA 02645
Gail O. Sluis, Manager
Common Victualler - All Alcohol

A.J. Lukes of Harwich, Inc.
224 Route 28
West Harwich, MA 02671
Arthur J. Luke, Manager
Package Goods Store - All Alcohol

Allen Harbor Yacht Club, Inc.
371 Lower County Rd.
Harwich Port, MA 02646
Peter Moynagh, Manager
Club - All Alcohol

Ashwood Food Service Inc.
d/b/a Jake Rooney's
119 Brooks Rd.
Harwich Port, MA 02646
Peter Klaus, Manager
Common Victualler - All Alcohol
*Contingent upon receipt of current Liquor
Liability Insurance Certificate*

Bourne Petroleum Ltd.
d/b/a Harwich Exxon
173 Pleasant Lake Ave.
Harwich, MA 02645
Jaime Almeida, Manager
Package Goods Store - Wine & Malt

Brax Restaurant Management, Inc.
d/b/a Brax Landing
705 Route 28
Harwich Port, MA 02646
Jeffrey S. Gomes, Manager
Common Victualler - All Alcohol

Charles J. Weiss
d/b/a 7-Eleven 34434A
5 Route 28
West Harwich, MA 02671
Charles J. Weiss, Manager
Package Goods Store - Wine & Malt

WFS Restaurant Group, Inc.
d/b/a L'Alouette
787 Route 28
Harwich Port, MA 02646
Christian Schultz, Manager
Common Victualler - All Alcohol

Ember Pizza, Inc.
d/b/a Ember
600 Route 28
Harwich Port, MA 02646
Justin R. Brackett, Manager
Common Victualler - Wine & Malt

Harwich Inn and Tavern LLC
d/b/a Harwich Inn and Tavern
77 Route 28
West Harwich, MA 02671
James Tsoukalas, Manager
Innholder - All Alcohol

Portside Liquors III, Inc.
d/b/a Portside Liquors
1421 Route 39
East Harwich, MA 02645
Zeina Metri, Manager
Package Goods Store - All Alcohol

Harwich Port Seafarer, Inc.
d/b/a Harwich Port Seafarer
86 Sisson Rd.
Harwich Port, MA 02646
Damien Wiseman, Manager
Innholder - All Alcohol

Harwichport House of Pizza, Inc.
330 Route 28
Harwich Port, MA 02646
Aleks Sotiri, Manager
Common Victualler - All Alcohol

Hot Stove Saloon, Inc.
d/b/a Hot Stove Saloon
551 Route 28
Harwich Port, MA 02646
Gabriel Leidner, Manager
Common Victualler - All Alcohol

BLM Restaurant Group Inc.
d/b/a Lanyard Bar and Grill
429 Route 28
Harwich Port, MA 02646
Benjamin Porter, Manager
Common Victualler - All Alcohol

Lepinay, Inc.
d/b/a Cranberry Liquors
555 Route 28
Harwich Port, MA 02646
Joseph V. DellaMorte, Manager
Package Goods Store - All Alcohol

Main Street Quik Pik, Inc.
d/b/a Main Street Market
715 Main St.
Harwich, MA 02645
Anil Patel, Manager
Package Goods Store – All Alcohol

Morningstar Restaurant, Inc.
d/b/a Villa Roma
278 Route 28
West Harwich, MA 02671
Douglas R. Morrissey, Manager
Common Victualler - All Alcohol

Maulik Corporation
d/b/a Value Mart
435 Route 28
Harwich Port, MA 02646
Bahecharbhai Patel, Manager
Package Goods Store – Wine & Malt

Shogun Inc.
d/b/a Noble House
21 Route 28
West Harwich, MA 02671
Amy Liang, Manager
Common Victualler - All Alcohol

Shooting Star Realty, LLC
d/b/a Buca's Restaurant
4 Depot Rd.
S. Harwich, MA 02661
Robert J. Chiappetta, Manager
Common Victualler - All Alcohol

Spyridon & Aglaia Christakis
d/b/a George's Pizza House
564 Route 28
Harwich Port, MA 02646
Spyridon & Aglaia Christakis, Managers
Common Victualler - Wine & Malt

ATJX Inc.
d/b/a Moonshine Liquors
4 Great Western Rd.
Harwich, MA 02645
Alexander Jamoulis, Manager
Package Goods Store - All Alcohol

Zack, Inc.
d/b/a Castaways
986 Route 28
South Harwich, MA 02661
Deborah B. Merrill, Manager
Common Victualler - All Alcohol

Ham and Bri, LLC
d/b/a Red's Pizza
703 Main St.
Harwich, MA 02645
Brienne Smith, Manager
Common Victualler – All Alcohol
*Contingent upon receipt of current Liquor
Liability Insurance Certificate*

Pekarkill Inc.
d/b/a Local Flavor Lunch & Bagel
403 Pleasant Lake Ave.
Harwich, MA 02645
Elaine Pekarcik, Manager
Package Goods Store – Wine & Malt

Blue Stripe LLC
d/b/a Cape Sea Grille
31 Sea Street
Harwich Port, MA 02646
Jennifer Ramler, Manager
Common Victualler – Wine & Malt

2019 ANNUAL GENERAL LICENSE RENEWALS

400 East, Inc.
d/b/a 400 East, Inc.
1421 Route 39, East Harwich
Common Victualler
Weekday Entertainment –
Recorded or live music,
11:30 a.m. – 1:00 a.m. inside *

Alexander the Great, Inc.
d/b/a Alecsie's House of Pizza
181 Route 137, Unit 3, Harwich
Common Victualler

Barry Bessette
d/b/a BB's Automotive
805 Route 28, Harwich Port
Auto Class II – Used Car Dealer

Bassil Brothers Inc.
d/b/a Harwichport Getty
570 Main St., Harwich Port
Auto Class II – Used Car Dealer
Auto Class IV – Vehicle Repairman

Bluefish Bed & Breakfast
102 Parallel St., Harwich
Lodging House

Braddock, Inc.
d/b/a Winstead Inn & Beach Resort
4 Braddock Lane, Harwich Port
Innholders

Braddock, Inc.
d/b/a Winstead Inn & Beach Resort
Parallel St., Harwich
Innholders

Brax Restaurant Management Inc.
d/b/a Brax Landing
705 Route 28, Harwich Port
Common Victualler

Cape & Islands Collision, Inc.

d/b/a Cranberry Collision / Cranberry Auto
161 Queen Anne Rd., Harwich, MA
Auto Class II – Used Car Dealer
Auto Class IV – Auto Repairman

Carlos Tapia
d/b/a JC Auto Sales
195 Queen Anne Rd., Harwich
Auto Class II – Used Car Dealer

Dave's Garage
910 Route 28, S. Harwich
Auto Class IV – Auto Repairman

Dan & Sue Edwards
d/b/a Tern Inn
91 Chase St., West Harwich
Lodging House

Dent Donuts LLC
d/b/a Dunkin' Donuts
481 Route 28, Harwich Port
Common Victualler

Dent Donuts LLC
d/b/a Dunkin' Donuts
175 Route 137, Harwich
Common Victualler

Dream Big Holdings, Inc.
d/b/a The Platinum Pebble Boutique Inn
186 Belmont Road, West Harwich
Innholders

Ember Pizza, Inc.
d/b/a Ember
600 Route 28, Harwich Port
Common Victualler
Weekday Entertainment
Recorded or live music with amplification
11:30 a.m. – 12:00 a.m. inside *
11:30 a.m. – 10:00 p.m. outside **
Sunday Entertainment
Recorded or live music with amplification
11:30 a.m. – 12:00 a.m. inside *
11:30 a.m. – 10:00 p.m. outside **

Epiros Holdings, LLC
d/b/a George's Pizza House
564 Route 28, Harwich Port
Common Victualler

Harwich Port Boat Yard Inc.
4 Harbor Rd., Harwich Port
Auto Class I – Agents and Sellers

Harwichport House of Pizza, Inc.
d/b/a Harwichport Pizza
330 Route 28, Harwich Port
Common Victualler

Hot Stove Saloon, Inc.
d/b/a Hot Stove Saloon
551 Route 28, Harwich Port
Common Victualler

Inn of Treasured Memories, LLC
d/b/a Inn of Treasured Memories
473 Main St., Harwich
Innholders

Lanyard Bar and Grill
429 Route 28, Harwich Port
Common Victualler
Weekday Entertainment –
Recorded or live music with amplification,
Dancing by patrons,
5:00 p.m. – 12:00 a.m. inside *
5:00 p.m. – 10:00 p.m. outside **
Sunday Entertainment –
Recorded or live music with amplification
1:00 p.m. – 10:00 a.m. inside *
1:00 p.m. – 10:00 p.m. outside **

Morin-Frougton, Inc.
d/b/a Lighthouse Café
216 Route 28, West Harwich
Common Victualler

Murphy/Torres LLC
d/b/a Upper Crust Pizza
1421 Route 39, Unit 25, Harwich

Common Victualler

Morningstar Restaurant, Inc.
d/b/a Villa Roma
278 Route 28, West Harwich

Common Victualler

Weekday Entertainment –

Recorded or live music with use of amplification
5:00 p.m. – 1:00 a.m. inside *

Nancy L. Clapp
d/b/a Clapp's Guest House
15 South St., Harwich Port

Lodging House

Nick & Claudine Enterprises LLC
d/b/a West Harwich Save-On-Gas
4 Route 28, West Harwich
Auto Class IV – Auto Repairman

Peter S. Stagg
182 Route 137, Harwich
Auto Class II – Used Car Dealer
Auto Class IV – Auto Repairman

Reflections Auto Restoration
4 Evergreen Way, Harwich
Auto Class IV – Vehicle Repairman

Richie's Garage
195 Queen Anne Rd., #3, Harwich
Auto Class II – Used Car Sales
Auto IV – Auto Repairman

Ruggies, Inc.
d/b/a Ruggies
707 Main St., Harwich
Common Victualler

Sam's Automotive Center
d/b/a Sam's Auto Repair and Sales
413 Route 28, Harwich Port
Auto Class II – Used Car Sales
Auto IV – Auto Repairman

Scott's Cycle

210 Queen Anne Rd., #1, Harwich
Auto Class IV – Auto Repairman

Shooting Star Realty
d/b/a Buca's Tuscan Roadhouse
4 Depot Rd., Harwich
Common Victualler

Shogun, Inc.
d/b/a Noble House
21 Route 28, West Harwich
Common Victualler

Steven's Auto Repair
216 Main St., #7 & 8, Harwich
Auto Class IV – Auto Repairman

Super Stop & Shop
d/b/a Starbucks
Routes 39 & 137, Harwich
Common Victualler

Subfleet, Inc.
d/b/a Subway
1 Auston Rd., E. Harwich
Common Victualler

Wayne's Auto Service
643 Main St., Harwich
Auto Class IV - Vehicle Repairman

WFS Restaurant Group, Inc.
d/b/a L'Alouette
787 Route 28, Harwich Port
Common Victualler

Zack, Inc.
d/b/a Castaways
986 Route 28, South Harwich
Common Victualler

Zou Garden, Inc.
d/b/a Szechuan Delight
1421 Orleans Rd., Unit #24, East Harwich
Common Victualler

- * Inside Entertainment - Noise from entertainment may not create a nuisance or be heard outside the boundaries of the premises.**
- ** Outside Entertainment – Noise from entertainment must be at reasonable sound levels which are not plainly audible at a distance of 150 feet from boundary line or source of sound amplification system whichever is further.**



OFFICE OF THE SELECTMEN
732 MAIN STREET
HARWICH, MA 02645
Telephone: (508) 430-7513

FORM #7

APPLICATION FOR LICENSE/PERMIT

PLEASE CHECK

☒ ROAD RACE

☐ CRAFT FAIR

☐ OTHER

IN ACCORDANCE WITH THE PROVISIONS OF THE STATUTES RELATING THERETO, APPLICATION AS STATED ABOVE IS HEREBY MADE BY:

NAME OF BUSINESS Cape Cod Athletic Club PHONE _____

BUSINESS ADDRESS _____

MAILING ADDRESS P.O. Box 1992, Hyannis, MA 02601

PLEASE STATE THE PURPOSE FOR WHICH LICENSE/PERMIT IS REQUESTED A 3.1 mile (5K) road race for club members only, and headquartered at the Lanyard Restaurant on Route 28 in Harwich Port.

DESCRIPTION OF ROAD RACE/CRAFT FAIR/OTHER EVENT TO BE LICENSED, PLEASE LIST DATE, TIME, LOCATION/ROUTE, ETC.

DATE January 20, 2019

TIME 11:00 am

ROUTE/LOCATION Race starts & finishes on Kildee Rd. at George's Fish Market. Right onto Lower County Rd., left onto Grey Neck Rd., right onto Shore Rd., right onto Pleasant St., left onto Lower County Rd., right onto Chase St., right onto Pleasant St., left onto Hodson St., left onto Lower County Rd., left onto Kildee Rd.
(please use reverse side if necessary)

Signature of Applicant Kevin Healy Title President

Social Security Number or Federal Identification Number

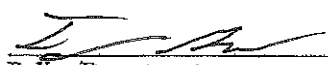


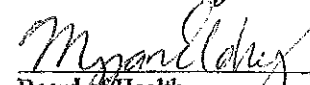
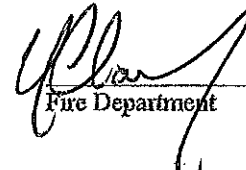
Cape Cod Athletic Club
Signature of Individual or Corporate Name

04-3146995
Tax Exempt ID (for non-profit organizations)

By Corporate Officer (if applicable)

*****REGULATORY COMPLIANCE FORM*****

THE EVENT(S) TO BE LICENSED AS DESCRIBED HEREIN HAVE BEEN REVIEWED AND APPROVED BY:

 _____ Police Department	<u>11/20/18</u> _____ Date	 _____ Building Commissioner	<u>12/4/18</u> _____ Date
 _____ Recreation & Youth Commission	<u>12/4/18</u> _____ Date	 _____ Board of Health	<u>12-4-18</u> _____ Date
		 _____ Fire Department	<u>11/20/18</u> _____ Date

***Required signatures are to be obtained by the Applicant prior to submission of application with the Selectmen's Office.

For Office Use Only

FEE _____ CASH _____ CHECK _____

FOR _____

REVIEWED BY _____

DATE LICENSE ISSUED _____

HARC ANNUAL REPORT TO BOS 2018

Harwich Accessible Rights Committee Annual Report 2018

The mission of the Harwich Accessibility Rights Committee (HARC) is to advise and guide the Town of Harwich and the general public regarding issues of disabilities and accessibility as ordered by the Americans with Disabilities Act (ADA) and the Massachusetts Architectural Access Board. Also, the Harwich Accessibility Rights Commission provides information and referral services to residents and visitors. In the process, we work closely with the local Harwich churches, elderly services, and the Veterans Agent.

The definition of an elderly, or senior citizens to HUD is anyone over 62 ½ years of age; the percentage, per capita in Harwich is one of the highest in the state, and it is growing.

As far as Disability Status – Harwich has an elevated level of individuals with special needs!

In 2014, looking at the noninstitutionalized Harwich population, 12%, were individuals that claimed some type of disability, this was up from 9.3% in 2000.

Today the population today is about 12,220. But it can swell to three times that in the summer.

For those Harwich residents that are under 18 years of age; 4.8% claimed a disability.

In the 18 to 64 age range, of Harwich residents, 10.7% claimed a disability.

Regarding the Harwich population of persons 62 years of age or older, which is over 31% of the residents; 12% of those in that age group claim some type of disability.

These levels of over 12% disability, particularly of those of seniors, represent a significant need for requirements of ADA approved accessibility within the entire Harwich community.

These percentages are high in comparison to the 9.3% level for the state.

The Harwich Accessibility Rights Committee (**HARC**) currently has four active members. We have openings for one full-time member and two alternate members. These present members have been active, professional and an asset to the Town of Harwich.

Because so many Harwich residents go south in the winter, those two alternate members are a critical element in maintaining a Meeting Quorum. During the last year, five of the monthly meetings were canceled due to a lack of a Quorum.

Recently the Harwich Accessible Rights Committee, “HARC” participated in an ADA Self-Evaluation and Transition engagement; that is required in every community in the United States. As a result of this evaluation, that was conducted by ADA Certified Consultants, HARC was made aware of 271 ADA violations regulations. As a result, the Town of Harwich is not in ADA compliance. This recent, “Town of Harwich ADA Self-Evaluation and Transition Consulting

Engagement,” identified these Municipal improvement areas and the transition requirements. Arrangements are being made to correct and upgrade these violations. There is an estimated cost of \$200,000 in financial obligations and the physical provisioning with regard to the follow-up transition process to repair and improve the 271 identified ADA areas during the next three years. In addition, because of visibility of this ADA process, various Harwich residents have informed the HARC membership of other areas of *Accessibility* concerns.

- 1) The conditions of the Town’s sidewalks, crosswalks, and lack of traffic lights especially in Harwich Center are a severe ADA safety, accessibility, and public access concern.
- 2) The lack of a sidewalk between Bank Street and Saquatucket Harbor has been a dangerous pedestrian ADA Safety situation for years. The addition of the medical center to the already busy harbor area only increases the need for the sidewalk, crosswalks and traffic lights.
- 3) The lack of two motion picture screens at the Community Center for projection of the Town Meeting’s written dialog; for those residents with hearing and, vision issues along with the rest of us in the rear half of the auditorium is a critical ADA information issue.
- 4) The request and a suggestion, by those individuals with hearing issues, have been made for a small section of seats, in the front row that is outfitted with headphones connected to the Town Meeting Sound System to make the Town Meeting ADA Compliant.
- 5) Now that “Early Voting for State and Federal Elections” is allowed in Massachusetts, provisioning for the Visually Impaired at the Town Clerk’s office area is also, now required by the state and the ADA. The Town of Harwich already has the equipment for the visually impaired, that is available in the voting areas during elections, and a video is available to be televised prior to elections to demonstrate the operational capabilities and use of this specialized voting device that any Harwich voter can request to utilize.
- 6) In addition to absentee ballots, Massachusetts is considering allowing local accessibility of residents and disabled individuals to request that their ballots are mailed to them. This voting process would enable them to have the convenience of voting at home and have their vote included like an absentee voter. Plus, this method would be beneficial to individuals with accessibility, visual and hearing difficulties being to read the ballots and vote at homes.

I would like to invite any and all interested individuals, that would like to participate in the meetings, along with those interested in the opportunities and responsibilities of becoming active HARC members of the committee, to join us.

W. Matthew Hart



Chairman Harwich Accessible Rights Committee

2018
ANNUAL REPORT
REAL ESTATE & OPEN SPACE COMMITTEE

Current Membership: Dave Callaghan, Elaine Shovlin, Marcie Smith, Carol Porter, James Donovan, Katherine Green

One Vacancy

Attendance: Approximately 85%

All Members have satisfied their Conflict of Interest Training; All Members have been sworn in.

All Agendas and Minutes have been filed in a timely manner.

This past year - 3 site visits - locations: near Little Shaver Lane off of Rt.39; near Packet Way and Chatham Rd.; off of Deacon's Folly Rd.

Letter went to Town Department Heads and Boards requesting information on their real estate needs for the future. No requests were made.

Committee members met with Town Counsel, John Giorgio to try and understand the differences between eminent domain and tax taking procedures.

Worked closely with water department this year to try and help them assess their needs with regard to what might be available - whether it be town-owned, owners unknown, or in a tax lien situation - for water quality protection.

Working with Housing Committee Chair Art Bodin.

No requests for CPA open space funds this year.

**HARWICH BOARD OF SELECTMEN
NOTICE OF PUBLIC HEARING**

**Building Department Fees
Monday, December 10, 2018**

The Harwich Board of Selectmen will hold a Public Hearing on Monday, December 10, 2018, no earlier than 6:30 P.M. during their regularly scheduled meeting. This hearing will be held in the Donn B. Griffin Room located at Town Hall, 732 Main Street, Harwich for the purpose of reviewing proposed amendments to Building Department fees. All members of the public having an interest in this topic are cordially invited to attend the public hearing and provide information and testimony relevant to these proposals. Additional information is available at the Office of the Town Administrator.

HARWICH BOARD OF SELECTMEN

The Cape Cod Chronicle
November 22, 2018

**HARWICH BOARD OF SELECTMEN
NOTICE OF PUBLIC HEARING
BUILDING DEPARTMENT FEES
MONDAY, DECEMBER 10, 2018**

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HARWICH BOARD OF SELECTMEN

The Cape Cod Chronicle
Nov. 22, 2018



Building Department
Town of Harwich

Proposed December 3, 2018

Building Permit Fee Schedule:

All New Construction/Additions/Alterations			\$70.00 \$50.00 Non-refundable Application fee PLUS
Fees due at issuance of permit			
+	Commercial Buildings		\$ 0.75 \$0.50 per square foot
+	New Dwellings		\$ 0.55 \$0.35 per square foot
+	Additions, Alterations, Finished Basements		\$ 0.50 \$0.35 per square foot
+	Unconditioned Accessory Structures > 200 SF; Unfinished Basement, Full Foundation		\$ 0.40 \$0.25 per square foot
+	Towers: cell or wind		\$10.00 per foot of height
+	Docks, Piers		\$2.00 per square foot
+	<i>Town of Harwich Technology fee or its successor</i>		<i>\$5.00 per \$100.00 of total permit fee</i>

1&2 Family Only (Technology fee included)			\$75.00 \$55.00 Non-refundable fee
Above ground swimming pool	Foundations: Short wall & sonatube	Signs (per sign)	
Building Relocation (moving)	Gazebos	Site Trailer	
Chimneys	Greenhouses	Solar Panel Replacement	
Commercial Type Tents (per tent)	Mechanical	Temporary Mobile Homes	
Deck ≤ 200 SF	Retaining Wall	Tennis Court (fence >7 Foot Height)	
Demolition Permit	Roof or Siding Replacement	Wood/Coal Stove	
Door/Window Replacement	Shed		
In-ground swimming pool (minimum of 2 inspections)			\$75.00 \$55.00 per inspection

Other Fees	
Re-inspection fee	\$75.00 \$55.00
Replacement of Building or Occupancy Permit	\$55.00
Working without a permit	\$100.00 plus twice the regular permit fee

Plumbing and Gas Permit Fee Schedule:

	\$60.00 Application fee (includes first fixture)	+ \$10.00 for each additional fixtures
	\$80.00 Emergency Inspection	+ \$50.00 per hour plus mileage
	\$60.00 \$35.00 (per Department) Boiler or water heater replacement	+ \$60.00 for each added inspection

Electrical Permit Fee Schedule:

\$10.00 Application fee		
+	\$150.00	New Dwelling: Service, Rough and Final
+	\$120.00	Commercial: First 1,000 square feet - plus \$2.00 for every additional 100 square feet of floor area
+	\$50.00	Service – plus \$10.00 per 100 amps of additional service over 200 amps
+	\$50.00	Service change
+	\$50.00	Per visit for alterations and additions
+	\$50.00	Alarm system per inspection
+	\$50.00	Temporary service
+	\$50.00	Underground service trench
+	\$50.00	Above ground pool
+	\$100.00	In-ground pool (2 inspections)
+	\$50.00	Generators
	\$80.00	Emergency Inspection + \$50.00 per hour plus mileage

Building Permit Cost Analysis

3-Dec-18

	Average Clerical	Average Inspector
Labor per Hour		
Base Average Rate	\$34.58	\$40.54
Benefits @ 37%	\$12.79	\$15.00
Town Department Overhead	<u>\$22.00</u>	<u>\$22.00</u>
Total Labor Rate per Hour	\$69.37	\$77.54

Consumables	Full Budget	87% Allocation
Dues, Subscriptions & Travel	\$15,351.00	\$13,355.37
Bulk Fuel	\$2,250.00	\$1,957.50
Telephone	\$1,800.00	\$1,566.00
Other	\$1,500.00	\$1,305.00
Office Supplies	<u>\$4,500.00</u>	<u>\$3,915.00</u>
Total Consumables @ 87%	\$25,401.00	\$22,098.87

Consumable per Permit
(based on 1,400 permits) **\$15.78**

Building Department Budget (with Benefits and Overhead)	
Clerical Labor 2X35hrsX52wkX\$69.37	\$252,506.80
Inspector Labor 2X35hrX52wkX\$77.54	\$282,245.60
PT Inspector Labor 19hrX52wkX\$55.06	\$54,399.28
Consumables	<u>\$25,401.00</u>
Total Building Department Budget	\$614,552.68
Total Building Permit Revenue FY2018	\$282,646.20
Proposed Building Permit Revenue	\$443,754.53

Building Permit Cost by Type

3-Dec-18

	Existing Fee <u>Actual</u>	New Fee <u>Schedule</u>	Estimated Cost to Building Dept
<u>Commercial Building</u>			
BLD 17-000317 = 3,585SF, One Story Building			
Clerical Time 6.5 hrs @ \$69.37			\$450.91
Inspector Time 28 hrs @ \$77.54			\$2,171.12
Consumables			<u>\$15.78</u>
Totals	\$3,904.00	\$5,783.00	\$2,637.81
<u>New Residential Dwelling</u>			
BLD 17-001474 = 1,192SF, 2 Bdrm			
Clerical Time 4.5 hrs @ \$69.37			\$312.17
Inspector Time 9 hrs @ \$77.54			\$697.86
Consumables			<u>\$15.78</u>
Totals	\$967.05	\$1,458.00	\$1,025.81
<u>Residential Addition</u>			
BLD 19-000775 = Second Fl. Dormer			
Clerical Time 3.8 hrs @ \$69.37			\$263.61
Inspector Time 5.75 hrs @ \$77.54			\$445.86
Consumables			<u>\$15.78</u>
Totals	\$194.00	\$262.00	\$725.24
<u>Residential Alterations</u>			
BLD 19-000757 = Remodel Kitchen, Baths, Laundry			
Clerical Time 3.1 hrs @ \$69.37			\$215.05
Inspector Time 4.5 hrs @ \$77.54			\$348.93
Consumables			<u>\$15.78</u>
Totals	\$367.00	\$466.00	\$579.76
<u>Residential Finish Basement</u>			
BLD 19-000515 - 900sf Finish Bsmt. Exercise & Play			
Clerical Time 3.1 hrs @ \$69.37			\$215.05
Inspector Time 4.5 hrs @ \$77.54			\$348.93
Consumables			<u>\$15.78</u>
Totals	\$385.00	\$525.00	\$579.76

	Existing Fee <u>Actual</u>	New Fee <u>Schedule</u>	Estimated Cost to Building Dept
<u>Unconditioned Accessory Structure</u>			
BLD 17-001100 = New Garage			
Clerical Time 2.6 hrs @ \$69.37			\$180.36
Inspector Time 3.75 hrs @ \$77.54			\$290.78
Consumables			<u>\$15.78</u>
Totals	\$228.00	\$441.00	\$486.92
<u>Residential Express Permit</u>			
BLD 19-000808 = Replace 28 Windows			
Clerical Time 2.2 hrs @ \$69.37			\$152.61
Inspector Time 1.25 hrs @ \$77.54			\$96.93
Consumables			<u>\$15.78</u>
Totals	\$55.00	\$75.00	\$265.32
<u>Certificate of Inspection</u>			
<u>705 Route 28</u>			
Clerical Time 3 hrs @ \$69.37			\$208.11
Inspector Time 1.5 hrs @ \$77.54			\$116.31
Consumables			\$15.78
Totals	\$50.00		\$340.20

BUDGET/WARRANT TIME LINE 2018-2019

Friday, August 24, 2018	Capital Budget Instructions submitted by T A to Departments	
Friday, September 21, 2018	Deadline for submission of Department Capital Budgets to the T A	
Monday, September 24, 2018	TA presents BOS with 5-Year Financial Plan	Charter 9-2-1/on or before October 1st
TBD	MRSD meeting with B O S and Fincom to discuss enrollments by class and demographics, including a five year projection of same.	
Monday, October 1, 2018	Deadline for submission of C P C requests	
Monday, October 1, 2018	BOS Budget Message to guide TA in developing budget Requests - Including Board agreed to goals	Charter 9-2-2/on or before the first Tuesday in October
Monday, October 22, 2018	Capital Outlay Committee submits 7-yr Capital Outlay plan to T A	
Monday, October 22, 2018	Joint Meeting with MRSD, Finance Committee and Capital Outlay Committee to discuss: <ul style="list-style-type: none"> • State of the Town/BOS Budget Message • MRSD Budget/Enrollments • Finance Committee Priorities • Capital Budget Requests • Outlook for 2020 	
Wednesday, October 31, 2018	Operating Budget instructions submitted to departments by T A	
Friday, November 30, 2018	Deadline for submission of department operating budgets to T A	Charter 9-2-3/on or before the 1st Friday of December
Friday, November 30, 2018	Deadline for submission of departmental warrant articles to T A	
Monday, December 10, 2018	B O S Review and discussion of potential warrant articles	
Monday, December 10, 2018	TA submits 7-yr Capital Outlay Plan to joint meeting of BOS/ Finance Committee	Charter 9-6-3/during the month of December
Monday, December 24, 2018	MRSD School Vacation	
Monday, January 7, 2019	BOS/FINCOM/Capital Outlay Committee hold joint Public Hearing on submitted Capital Outlay Plan	Charter 9-6-4/on or before the 2nd Friday in January
Friday, January 25, 2019	All items to be bid must have specifications in TA's office by 12:00 P.M. to be assured of bid process for Town Meeting	
Monday, January 28, 2019	Meeting with B O S and Fincom to discuss first draft budget and five-year plan with MRSD and Cape Cod Tech	
February – March	Fincom review of budgets and articles	
Monday, February 4, 2019	Last BOS meeting before Annual Warrant closes	

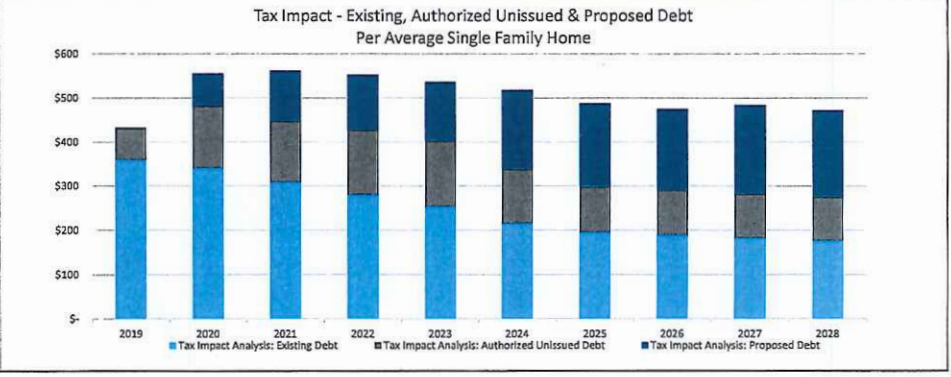
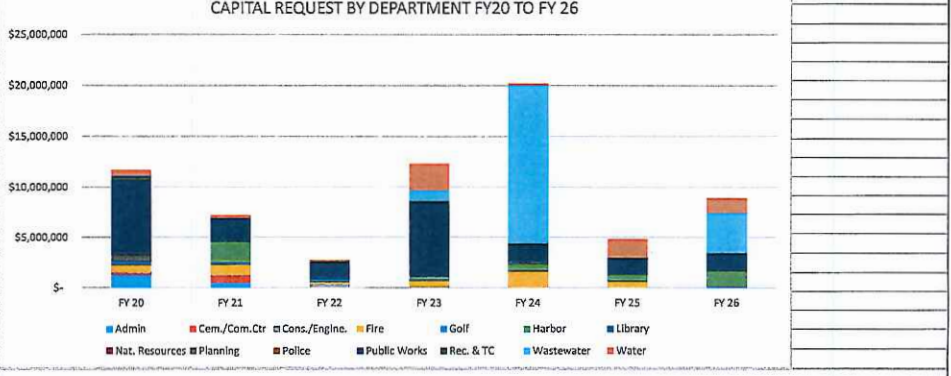
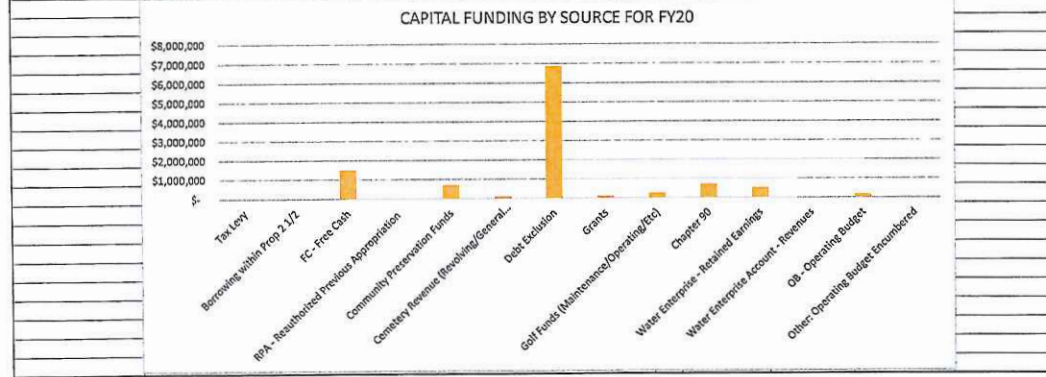
CPC, TA and Capital Outlay Committee Recommendations			TOWN OF HARWICH CAPITAL BUDGET REQUEST SUMMARY (FY 20 TO 26)										Original 9/25/2018	11/29/2018
Department	Project	ATM # P MY	Funding Source	BOS/CPC Approved	TA Rec	COC Rec	FY 20	FY 21	FY 22	FY 23	FY 24	FY 25	FY 26	Notes
ADMINISTRATION														
Admin	Harwich Center ADA Sidewalk Project	1A	FC		\$ -		\$ 450,000							
	Harwich Center ADA Sidewalk Project Grant		Grant		\$ -		\$ 250,000							
Admin	Harwich Center Initiative							TBD						Committee is underway
Admin	Albro House - Renovations	1A		\$ -	\$ -			TBD						CPC - Historic/Housing(?)
Admin	Demolition/Remediation-203 Bank Street and Parking Lot Improvements		FC		\$ 60,000	\$ 60,000	\$ 60,000							Facility Only
Admin	Walkway Reconstruction Rte 28 SAQ to Harwichport (Supplemental)	3B	FC		\$ -	\$ -	\$ 450,000							Massworks Grant not Approved
Admin	Walkway Reconstruction Bank Street Harwich Center to Rte 28	2B			\$ -	\$ -	\$ -	\$ 450,000						Planning number
Admin	Insurance work to maintain Former West Harwich School on Bells Neck	MY 2B	Oper.Bud.		\$ 20,000	Under \$50K	\$ 20,000	TBD						
Admin	School House Road Revision to Site Plan Expand Parking Lot	MY	FC				TBD	TBD						
Admin	Preparation and Utilization of Queen Anne Road Solar Farm Expansion		Other				TBD	TBD						
Admin	Updates to the Cultural Center Building (See Facility Maintenance)	1B												
Admin	Green/Fuel Efficient Fleet Replacement Schedule		Oper.Budget		\$ 27,000	Under \$50K	\$ 27,000	\$ 24,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	Part of Green Community Designation
ADMIN SUB-TOTAL					\$ -	\$ 107,000	\$ 60,000	\$ 1,257,000	\$ 474,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 1,881,000
CEMETERY														
Cemetery	Pet Burial Ground completion		Pet Revolv.		\$ 57,000	\$ 57,000	\$ 57,000							Funding from Dedicated Lot Sales
Cemetery	Arbortum Project Cemetery Mapping and Software	MY 1A	Pet Revolv.	\$ -	\$ 30,110	\$ 30,100	\$ 30,110	\$ 100,000						Design FY 20 and Placeholder for FY21
Cemetery	Cemetery Operations Building - Office and/or Cremation Area	1A	Pet Rev.(Bond)	\$ -	\$ -	\$ -		\$ 505,634						New Building Pet Revolving for Bonds
Cemetery	BLP 500 M2 Animal Cremation Retort (Cremation Device)	1A	Pet Rev.(Bond)	\$ -	\$ -	\$ -		\$ 95,664						New Device paid by Pet Revolving
Cemetery SUB-TOTAL					\$ 87,110	\$ 87,100	\$ 87,110	\$ 701,298	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 788,408
COMMUNITY CENTER														
Community Center	Roof Replacement- (See Facility Maintenance)	1B							\$ -	\$ -	\$ -			
Community Center	Generator Replacement (See Facility Maintenance)	1A							\$ -	\$ -	\$ -			
COMMUNITY CENTER SUB-TOTAL					\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
CONSERVATION														
Conservation	Harwich Artificial Reef (Additional Project)	1B							\$ 250,000	\$ -				
Conservation	Shore Stabilization/Jetty Extension Red River Beach	1B	CPC		\$ 100,000	\$ 100,000	\$ 100,000	\$ -						Permitting and Work
CONSERVATION SUB-TOTAL					\$ -	\$ 100,000	\$ 100,000	\$ -	\$ 250,000	\$ -	\$ -	\$ -	\$ -	\$ 350,000
ENGINEERING														
Engineering	MS4 Municipal Surface Drainage Plan and Improvements	MY	Oper.Bud.		\$ 40,000	\$ 40,000	\$ 40,000	\$ 100,000	\$ 100,000	\$ 100,000				Mapping FY 20/Improvements 3 years
Engineering	Crossing Lights - Depot Street North		CPC-UN/Rec	\$ -	\$ 27,000	Under \$50K	\$ 27,000							CPC - Recreation
ENGINEERING SUB-TOTAL					\$ 67,000	\$ 40,000	\$ 67,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ -	\$ -	\$ -	\$ 367,000
FACILITY MAINT.-DPW														
Facility Main.-DPW	Implement Facilities Wide ADA Compliance Plan Improvements	MY 1B	FC		\$ 20,564	\$ 20,564	\$ 20,564	\$ 11,605	\$ 75,235					Planning numbers
Facility Main.-DPW	Energy Management System Brooks Library HVAC	1B						\$ 65,000						
Facility Main.-DPW	Community Center - Replace Two A/C Compressors	1B	FC		\$ 20,000	Under \$50K	\$ 20,000		\$ -					
Facility Main.-DPW	Highway Barn Metal Roof- Insulation	1B	FC		\$ 260,750	\$ 260,750	\$ 260,750							
Facility Main.-DPW	DPW Facilities and Mechanic Shop (Formerly Shop Only)	1B			\$ -		\$ -					\$ 1,200,000		
Facility Main.-DPW	DPW Air Quality Retro-Fit	1B					\$ -	\$ 75,000						
Facility Main.-DPW	Brooks Library Roof	1B						\$ 135,000						
Facility Main.-DPW	Cultural Center - Boiler Replacement	1B							\$ 160,000		\$ -	\$ -		
Facility Main.-DPW	Cultural Center - Window Replacement Sash Windows that Failed	1B							\$ -	\$ 200,000	\$ -	\$ -		
Facility Main.-DPW	Cultural Center - Window Replacement -Casements and Picture Windows	1B							\$ -	\$ -	\$ 200,000	\$ -	\$ -	
Facility Main.-DPW	Community Center Generator	1B						\$ 105,000						
Facility Main.-DPW	Community Center Remove and Replace Privacy Fence	1B						\$ 52,000						
Facility Main.-DPW	Community Center 3 Condensing Units and Air Handlers	1B							\$ 275,000					
Facility Main.-DPW	Community Center Roof Replacement	1B								\$ 240,000				
Facility Main.-DPW	Library Boiler Replacement	1B									\$ 120,000	\$ -		
Facility Main.-DPW	Community Center Boiler Replacement	1B									\$ 120,000	\$ -		
FACILITY MAINTENANCE SUB-TOTAL					\$ 301,314	\$ 281,314	\$ 301,314	\$ 286,605	\$ 392,235	\$ 475,000	\$ 440,000	\$ 240,000	\$ 1,200,000	\$ 3,335,154

Department	Project	ATM #	P	Funding Source	BOS/CPC Approved	TA Rec	COC Rec	FY 20	FY 21	FY 22	FY 23	FY 24	FY 25	FY 26	Notes
FIRE															
Fire	Phase 3 Townwide FY 20/Police and Fire Radio System (Phased)	MY	1	FC		\$ 40,000	Under \$50K	\$ 40,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	FY 20 Phase 3 Town Radio System
Fire	Phase 3 Townwide FY 20/Police and Fire Radio System (Phased)	MY	1	FC		\$ -	\$ -	\$ -	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ -	State Req. Radio 5 years at \$200K
Fire	Lockers HQ					\$ -	\$ -	\$ -	\$ 60,000						
Fire	Ambulance Replacement Program					\$ -	\$ -	\$ -	\$ 368,225		\$ 386,636		\$ 405,969		
Fire	Auto Extracation Equipment - (Town Funded Portion)			FC		\$ 5,000	\$ 5,000	\$ 5,000		\$ -	\$ -				
Fire	Auto Extracation Equipment - (Federal/State Grant Funded Portion)			GRANT		\$ 95,000	\$ 95,000	\$ 95,000		\$ -	\$ -				
Fire	Air Pack Replacement Program - (Town Funded Portion)					\$ -	\$ -	\$ -	\$ 20,000	\$ -	\$ -				
Fire	Air Pack Replacement Program - (Federal/State Grant Funded Portion)					\$ -	\$ -	\$ -	\$ 380,000	\$ -	\$ -				
Fire	Pumper Truck Replacement Scheduled		1	DE		\$ 600,000	\$ 600,000	\$ 600,000	\$ -						
Fire	Ladder Truck Replacement		1							\$ -	\$ -	\$ 1,400,000			Moved from FY 22 to FY 24
FIRE SUB-TOTAL						\$ 740,000	\$ 700,000	\$ 740,000	\$ 1,028,225	\$ 200,000	\$ 586,636	\$ 1,600,000	\$ 605,969	\$ -	\$ 4,760,830
GOLF															
Golf	Landscape Reclamation and Major Tree Removal		1	Golf Improv.		\$ 35,000	Under \$50K	\$ 35,000	\$ -						
Golf	Bunker Renovation (Various Locations on course)		1	Golf Improv.		\$ 75,000	\$ -	\$ 75,000							
Golf	Build New Cart Path (Hole #1&10, FY 20;#10 FY20, #6 FY 20 (\$24K) #1 FY 21)		1			\$ 50,000	\$ -	\$ 50,000	\$ 10,000						
Golf	Various Mowing Equipment per Lease	MY	1	Golf Budget		\$ 87,050		\$ 87,050	\$ 87,050	\$ 87,050	\$ 87,050				Lease - Capital
Golf	Improvements to Net at Driving Range		1	Golf Funds				\$ 28,000	\$ 30,000						
Golf	New Tee Box Improvements (Two Year Project)		1	Golf Funds				\$ 115,000	\$ 115,000						
Golf	Golf Course Irrigation Update		1	Golf Funds		\$ -		\$ -	\$ -	\$ 75,000	\$ 75,000	\$ 75,000	\$ 75,000		
GOLF SUB-TOTAL						\$ 247,050	\$ -	\$ 247,050	\$ 240,050	\$ 232,050	\$ 162,050	\$ 162,050	\$ 75,000	\$ 75,000	\$ 1,193,250
HARBORMASTER															
Harbormaster	Wixon Dock Landside Improvements		1B	FC		\$ 70,000	\$ 70,000	\$ 70,000		\$ -					
Harbormaster	Herring River Ramp Replacement (Study, Design and Construction)		1A					\$ -	\$ 15,000	\$ 200,000					
Harbormaster	Allen Harbor Jetty Reconstruction (Study, Design and Construction)		1A	FC		\$ 57,000	\$ 57,000	\$ 57,000	\$ 2,000,000	\$ -					
Harbormaster	SAQ Harbor North & East Bulkhead (Offloading Area) Reconstruction		1A							\$ -		\$ 150,000	\$ 1,500,000		
Harbormaster	Wychmere Outer Harbor Dredging		1B							\$ -	\$ -	\$ 500,000			
Harbormaster	Round Cove Bulkhead Replacement (Study, Design and Construction)		1A					\$ -	\$ -	\$ -	\$ 40,000	\$ 400,000			
Harbormaster	Harbormaster Truck Replacement		1A					\$ -	\$ -	\$ -	\$ -	\$ -	\$ 40,000		
HARBORMASTER SUB-TOTAL						\$ -	\$ 127,000	\$ 127,000	\$ 2,000,000	\$ 15,000	\$ 200,000	\$ 540,000	\$ 550,000	\$ 1,540,000	\$ 4,972,000
LIBRARY															
Library	Library Interior Modifications/Renovations		A			\$ -	\$ -	\$ -	\$ 40,000			\$ 150,000			
Library	Brooks Library Sidewalk Repair and Streetscape (Part of Restoration)		1A	FC		\$ 90,000	\$ 90,000	\$ 90,000	\$ -						
LIBRARY SUB-TOTAL						\$ 90,000	\$ 90,000	\$ 90,000	\$ 40,000	\$ -	\$ -	\$ 150,000	\$ -	\$ -	\$ 280,000
NATURAL RESOURCES															
Natural Resources	Seymour's Pond Restoration (See Wastewater)		1A	CPC-OS/Un.	\$ -	\$ -	\$ -								CPC-OS
Natural Resources	Ford F-150 for Natural Resources Dept		1	FC		\$ -			TBD						
NATURAL RESOURCES SUB-TOTAL						\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
PLANNING															
Planning	Housing Trust/PT Housing Coordinator (\$300K for Trust & \$40K for PT Co.)		1	CPC-Housing	\$ -	\$ 340,000	\$ 340,000	\$ 340,000	TBD	TBD	TBD	TBD		TBD	CPC-Housing
Planning	Local Comprehensive Plan Update			GRANTS											
Planning	Local Comprehensive Plan Update		2	FC		\$ 200,000	\$ 200,000	\$ 200,000							
PLANNING SUB-TOTAL						\$ 540,000	\$ 540,000	\$ 540,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 540,000
POLICE															
Police	Taser Replacement (5 year Program - 2 of 3 years to Pay)			FC		\$ 14,910	Under \$50K	\$ 14,910	\$ 14,910		\$ -	\$ 37,000	\$ 15,000	\$ 15,000	
Police	Replacement of Bullet Resistant Vests (Town Portion (Project 60%)										\$ 24,000				
Police	Replacement of Bullet Resistant Vests (Federal 40% State ? Has been 40%)										\$ 16,000				
Police	Traffic Speed Monitoring Radar			FC		\$ 26,400	Under \$50K	\$ 26,400							
Police	Ballistic Helmets												\$ 20,000		
Police	Digital Fingerprint Machine (Normal Replacement)									\$ 30,000					
Police	Electronic Sign Board										\$ 24,000				
POLICE SUB-TOTAL						\$ 41,310	\$ -	\$ 41,310	\$ 14,910	\$ 30,000	\$ 40,000	\$ 61,000	\$ 15,000	\$ 35,000	\$ 237,220

Department	Project	ATM #	Funding Source	BOS/CPC Approved	TA Rec	COC Rec	FY 20	FY 21	FY 22	FY 23	FY 24	FY 25	FY 26	Notes
PUBLIC WORKS														
Public Works	5 Year Road Maintenance Plan	1B	DE		\$ 700,000	\$ 700,000	\$ 1,400,000	\$ 1,400,000	\$ 1,400,000	\$ 1,400,000	\$ 1,400,000	\$ 1,400,000	\$ 1,400,000	
			Ch. 90		\$ 700,000	\$ 700,000								
Public Works	West Harwich Route 28 Design(\$125K in FY 20 & Construction via Fed Funds)		Incl. in 5-Yr Pl.		\$ -				\$ -	\$ 50,000				Design Questions for FY 23
	West Harwich Route 28 Design(Construction via Fed Funds)		TIP Fed Grant						\$ -	\$ 5,600,000				
Public Works	Lower County Road (Maintenance /Not Federal TIP Funds)	1	DE		\$ 5,560,475	\$ 5,560,475	\$ 5,560,475							Local Funding not TIP request
Public Works	Route 39/Pleasant Bay Road Roundabout (if Needed)	1A			\$ -	\$ -	\$ 600,000							Delay because other actions
Public Works	Highway Barn Metal Roof- Insulation (See Facility Maintenance)	1												
Public Works	Mobile Lifting System for Large Vehicles	1	FC		\$ 90,475	\$ 90,475	\$ 90,475							
Public Works	Ford F-350 Dump Truck - #42	3	FC		\$ 80,000	\$ 80,000	\$ 80,000							
Public Works	PUP Trailer	4	FC		\$ 40,000	Under \$50K	\$ 40,000							
Public Works	2 - C&D Trailers (\$75,000 each)	2	FC		\$ 150,000	\$ 150,000	\$ 150,000							
Public Works	Johnston Sweeper Body and Pony Motor - Highway #30	1	FC		\$ 125,000	\$ 125,000	\$ 125,000							
Public Works	Vehicle Listing (FY 21 to 26) Summary	E1			\$ -	\$ -	\$ 355,000	\$ 325,000	\$ 320,000	\$ 325,000	\$ 320,000	\$ 355,000		
PUBLIC WORKS SUB-TOTAL					\$ 7,445,950	\$ 7,405,950	\$ 7,445,950	\$ 2,355,000	\$ 1,725,000	\$ 7,370,000	\$ 1,725,000	\$ 1,720,000	\$ 1,755,000	\$ 24,095,950
REC & YOUTH														
Rec & Youth	Town Beach Lifeguard Stands	3	CPC-Rec		\$ 37,950	Under \$50K	\$ 37,950							CPC - Rec
Rec & Youth	Pleasant Road Beach Parking Lot Paving/Overlay	2	FC		\$ 112,000	\$ 112,000	\$ 112,000	\$ -	\$ -		\$ -			
Rec & Youth	Sand Pond Restrooms and Playground Improvements		CPC-Rec		\$ 125,000	\$ 125,000	\$ 125,000	TBD			\$ -			CPC - Rec
Rec & Youth	Whitehouse Field Scoreboard Replacement/Safety Netting	1	CPC-Rec		\$ 55,000	\$ 55,000	\$ 55,000							CPC - Rec
Rec & Youth	Red River Beach Bulkhead (22) and Restroom Renovations (23)	1B							TBD	\$ 125,000				
Rec & Youth	Cahoon Road Beach Restroom								\$ -	\$ 125,000				
RECREATION AND YOUTH SUB-TOTAL					\$ 329,950	\$ 292,000	\$ 329,950	\$ -	\$ -	\$ 125,000	\$ 125,000	\$ -	\$ -	\$ 579,950
TOWN CLERK														
Town Clerk	Records Retention - Contracting out Records Review and Reduction (TH)	1	CPC - Historic	\$ -	\$ -	Under \$50K		TBD						
Town Clerk	Voting Machines - Updates and Enhancements	1				Under \$50K			\$ 32,500					
TOWN CLERK SUB-TOTAL					\$ -	\$ -	\$ -	\$ -	\$ 32,500	\$ -	\$ -	\$ -	\$ -	\$ 32,500
WASTEWATER														
Wastewater	DHY Community Partnership - CWMP Revisions						TBD			CWMP PHASE 3				
Wastewater	Harwich Wastewater Treatment Plant DN (2026) & DC (2027)	1A	DE*		\$ -	\$ -	\$ -	\$ -				\$ 4,000,000		DHY Comm.Partnership will impact FY 27 Construction \$43.0 million
Wastewater	Wastewater Outreach /Coordinator	2	FC		\$ 25,000	\$ 25,000	\$ 100,000							
Wastewater	Wastewater Outreach /Coordinator		Oper.Bud.		\$ 75,000	\$ 75,000								
Wastewater	CWMP Phase 3 Pleasant Bay(North)Watershed Collection Sys. Des. & Con.	1A	DE*		\$ -	\$ -	\$ -	\$ -	\$ 1,000,000	\$ 15,300,000		\$ -		North portion in FY 22/24
Wastewater	Evaluate Phosphorus issues in Seymour Pond & Restoration	1C	CPC-Op.Sp.						\$ -	\$ 70,000	\$ 330,000	\$ -		
WASTEWATER SUB-TOTAL					\$ 100,000	\$ 100,000	\$ 100,000	\$ -	\$ -	\$ 1,070,000	\$ 15,630,000	\$ -	\$ 4,000,000	\$ 20,800,000
WATER														
Water	Pleasant Lake Tank - Fill Pipe Replacement	1B	Water RE		\$ 300,000	\$ 300,000	\$ 300,000							
Water	T1 Generator at Main Treatment Facility	1	Water RE		\$ 65,000	\$ 65,000	\$ 65,000							
Water	Purchase John Deer 350	1	Water RE		\$ 64,000	\$ 64,000	\$ 64,000							
Water	New Water Source North Harwich Exploration and Development (D&C)	1B			\$ -	\$ -	\$ -	\$ 250,000		\$ 500,000	\$ -			
Water	2019 Ford Super Duty F-550 Replace Truck 9 including Dump Body	1	Water RE		\$ 76,551	\$ 76,551	\$ 76,551							
Water	Rte 28 Water Main Replacemnt/Lothrop Area Design (22) Construction (23)	1B							\$ 100,000	\$ 2,000,000				
Water	Station 8 Generator	1			\$ -	\$ -			\$ 50,000	\$ -	\$ -			
Water	Various Access Road Pavement	3C								\$ 175,000				
Water	Pleasant Lake Avenue Tank Rehabilitation	1						\$ -	\$ -	\$ -	\$ 1,750,000	\$ -		
Water	Phase 1 Discontinuity of Pipes per Masterplan 6,450 ft of Pipe	1B						\$ -	\$ -	\$ -	\$ -	\$ 1,500,000		
Water	Construction/Renovation Asbestos Pipe Project	1										TBD		
Water	Vehicle Replacements (Replace F-259 & Ranger in FY 23 and Tr 11 in (25))	1			\$ -	\$ -	\$ -	\$ -	\$ 125,000		\$ 75,000			
WATER SUB-TOTAL					\$ 505,551	\$ 505,551	\$ 505,551	\$ 250,000	\$ 150,000	\$ 2,625,000	\$ 1,825,000	\$ 1,825,000	\$ 1,500,000	\$ 8,550,722
GRAND TOTALS					\$ 10,829,235	\$ 10,328,915	\$ 11,979,235	\$ 7,490,088	\$ 3,156,785	\$ 12,783,686	\$ 20,638,050	\$ 5,060,969	\$ 10,135,000	\$ 71,243,813
Non-Town/Private	CPC Applications				Under \$50K	\$ 241,260	Excludes Items under \$50K							
Brooks Academy	Basement Rehabilitation for storage of Historic Documents		CPC	\$ -	\$ -		\$ 130,000							CPC - Historic
CDP	Cape Housing Institute		CPC		\$ -		\$ 7,500							CPC - Housing
	GRAND TOTAL INCLUDING Non-Town				\$ -	\$ -								
Non-Town/Private	TOTAL CPC Requests						\$ 137,500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	

Department	Project	ATM #	Funding Source	BOS/CPC Approved	TA Rec	FY 20	FY 21	FY 22	FY 23	FY 24	FY 25	FY 26	Notes
Funding Summary	Funding Summary												
	Tax Levy				\$ -	\$ 1,257,000	\$ 474,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	
	Borrowing within Prop 2 1/2				\$ -	\$ 87,110	\$ 701,298	\$ -	\$ -	\$ -	\$ -	\$ -	
	FC - Free Cash				\$ 1,487,099	\$ 167,000	\$ 100,000	\$ 350,000	\$ 100,000	\$ -	\$ -	\$ -	
	RPA - Reauthorized Previous Appropriation				\$ -	\$ 301,314	\$ 286,805	\$ 392,235	\$ 475,000	\$ 440,000	\$ 240,000	\$ 1,200,000	
	Community Preservation Funds				\$ 684,950	\$ 740,000	\$ 1,028,225	\$ 200,000	\$ 586,636	\$ 1,600,000	\$ 605,969	\$ -	
	Cemetery Revenue (Revolving/General Fund and Debt Exclusion)				\$ 87,110	\$ 247,050	\$ 240,050	\$ 232,050	\$ 162,050	\$ 162,050	\$ 75,000	\$ 75,000	
	Debt Exclusion				\$ 6,860,475	\$ 127,000	\$ 2,000,000	\$ 15,000	\$ 200,000	\$ 540,000	\$ 550,000	\$ 1,540,000	
	Grants				\$ 95,000	\$ 90,000	\$ 40,000	\$ -	\$ -	\$ 150,000	\$ -	\$ -	
	Golf Funds (Maintenance/Operating/Etc)				\$ 247,050	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
	Chapter 90				\$ 700,000	\$ 540,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
	Water Enterprise - Retained Earnings				\$ 505,551	\$ 41,310	\$ 14,910	\$ 30,000	\$ 40,000	\$ 61,000	\$ 15,000	\$ 35,000	
	Water Enterprise Account - Revenues				\$ -	\$ 7,445,950	\$ 2,355,000	\$ 1,725,000	\$ 7,370,000	\$ 1,725,000	\$ 1,720,000	\$ 1,755,000	
	OB - Operating Budget				\$ 162,000	\$ 329,950	\$ -	\$ 32,500	\$ 125,000	\$ 125,000	\$ -	\$ -	
	Other: Operating Budget Encumbered				\$ -	\$ 100,000	\$ -	\$ -	\$ 1,070,000	\$ 15,630,000	\$ -	\$ 4,000,000	
	Confirmation Total				\$ 10,829,235	\$ 505,551	\$ 250,000	\$ 150,000	\$ 2,625,000	\$ 175,000	\$ 1,825,000	\$ 1,500,000	GRAND TOTAL SEVEN YEARS
	Variance				\$ -	\$ 11,979,235	\$ 7,490,088	\$ 3,156,785	\$ 12,783,686	\$ 20,638,050	\$ 5,060,969	\$ 10,135,000	\$ 71,243,813

FREE CASH	Available Free Cash		\$ 3,492,074	Community Preservation
Capital Budget Items	V	\$ 1,487,099	Available (11/1/18*)	
Monomoy Capital Assess. Plus others	5	\$ 250,000	UND./Rec.	\$ 990,927
Snow and Ice	11	\$ 500,000	Open Sp.	\$ 335,716
OPEB	66	\$ 500,000	Historic	\$ 412,044
Cultural Center Operations Subsidy	10	\$ 125,000	Housing	\$ 480,295
Stabilization	65	\$ 500,000	TOTAL	\$ 2,218,982
Chamber of Commerce	60	\$ 30,000	REQUEST	TOTALS
Libraries	59	\$ 20,000	UND./Rec.	
Cultural Council	61	\$ 3,600	Open Sp.	
Operating Small Capital Items	12	\$ 50,000	Historic	
Prior Years Unpaid Bills	67	\$ 10,000	Housing	
Available Balance		\$ 16,375	TOTAL	\$ -
TOTAL ALLOCATED		\$ 3,475,699	Funding	CPC Voted
			UND./Rec	\$ - \$ 990,927
			Open Sp.	\$ - \$ 335,716
			Historic	\$ - \$ 412,044
			Housing	\$ - \$ 480,295
			TOTAL	\$ - \$ 2,218,982



**Recommendations of the Interview Committee relative to
INTERVIEWS – Wednesday, December 5, 2018 – 8:45 am**

<u>TIME</u>	<u>APPLICANT:</u>	<u>VACANCY</u>	<u>TERM</u>
8:45 am	Meredith Henderson	Youth Services Committee 1 full vacancy Unexpired term to 6/30/21	Full Position to expire 6.30.21
9:00 am	Patricia Stackhouse	Harwich Center Initiative 2 full vacancies Term expires on December 31, 2019	Full Position to expire 12.31.19
10:00 am	Ron Dowgiallo	Board of Health 1 full vacancy Term expires on June 30, 2019	Full Position to expire 6.30.19

**Selectmen's Interview/Nominations Subcommittee
Selectmen's Office, Town Hall
Wednesday, December 5, 2018
8:45 a.m.**

AGENDA

I. CALL TO ORDER

II. NEW BUSINESS

- A. Interview applicant(s) for various committee vacancies including, but not limited to:
1. Harwich Center Initiative
 2. Harwich Housing Authority (Interim member)
 3. Board of Health
 4. Youth Services Committee

C. Miscellaneous discussion (s) regarding appointments and/or procedure

III. 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 are a person with a disability who requires an accommodation, contact the Selectmen's Office at (508) 430-7512 ext. 2

Authorized Posting Officer:

Posted by: _____
Town Clerk

Sandra Robinson, Admin. Secretary

Date: November 29, 2018

December 3, 2018

The FCC is considering making changes to the way Community Media; also known as, Public, Educational and Government television is funded. As you know PEG Media is now funded through franchise fees paid by cable subscribers and used exclusively for community television. Stations like Harwich's Channel 18 provide gavel-to-gavel coverage of town committees and board meetings, town meetings and other municipal programming. The Harwich educational Channel 22 and Cape Cod Community Media Center's Channel 99 would also be part of this devastating change to funding.

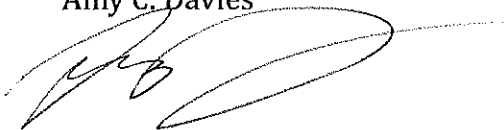
Community media stations allow the residents of Harwich to watch and create uniquely local programming about their community and local events and issues of interest to them. Such was the intent of the PEG provisions of the 1984 Cable Act – to enhance local voices, serve local community needs and interests, and strengthen our local democracy. By defining “franchise fee” in an overly broad fashion to include “in-kind” support, the FCC's proposals will shift the fair balance between cable franchising authorities and cable operators and will force communities to choose between franchise fees and PEG channels, – something that was never the intent of the Act.

Currently PEG stations are available on the lowest tier of cable television service making them accessible to citizens of all income levels. Allowing the cable companies to charge back undefined “in-kind” services will take away the ability of people who cannot afford or are unable to use high speed internet to watch government meetings and stay connected to their community.

Municipalities and individuals can add their comments of opposition to the change on the FCC website. The deadline for reply comments is December 14, 2018.

I have attached a sample letter provided by the PEG advocacy group MassAccess for your consideration.

Amy C. Davies

A handwritten signature in black ink, appearing to read 'Amy C. Davies', with a large, sweeping loop at the end.

December 11, 2018

 **DRAFT**

The Honorable Ajit Pai, Chairman
The Honorable Michael O’Rielly, Commissioner
The Honorable Brendan Carr, Commissioner
The Honorable Jessica Rosenworcel, Commissioner

Chairman
Federal Communications Commission
455 12th Street, Southwest
Washington, DC, 20544

Dear Chairman Pai:

We write to support the Comments of Massachusetts Community Media, Inc. (MassAccess) and the Cable Act Preservation Alliance (CAPA) and to disapprove of the proposals and tentative conclusions set forth in the FCC’s September 25 Further Notice of Proposed Rule Making in *Implementation of Section 621(a)(1) of the Cable Communications Policy Act of 1984 as Amended by the Cable Television Consumer Protection and Competition Act of 1992*, MB Docket 05- 311.

The Town of Harwich operates our Channel 18 with these vital funds. Many in our community rely upon this as gavel to gavel coverage for information.

We believe:

- The FCC lacks authority to impair private franchise contracts
- Section 622 of the Cable Act defines “Franchise Fees” and the FCC has no right to redefine
- Any attempt to redefine “Franchise Fees” weakens the authority of local municipalities
- The rulemaking invents “Cable-Related In-kind Contributions and “Fair Market Valuation” where there is no precedent
- Section 622 of the Cable Act states that “[a]ny Federal agency may not regulate the amount of the franchise fees paid by a cable operator.”]

Community media stations allow the residents of the Town of Harwich to watch and create uniquely local programming about their community and local events and issues of interest to them. Such was the intent of the PEG provisions of the 1984 Cable Act – to enhance local voices, serve local community needs and interests, and strengthen our local democracy.

By defining “franchise fee” in an overly broad fashion to include “in-kind” support, the FCC’s proposals will shift the fair balance between cable franchising authorities and cable operators and will force communities to choose between franchise fees and PEG channels, – something that was never the intent of the Act.

We appreciate your consideration and hope you will protect PEG channels in our community and others by choosing not to adopt many of the proposals in the Further Notice.

Sincerely,

HARWICH BOARD OF SELECTMEN

Julie E. Kavanagh, Chair

Larry G. Ballantine, Vice Chair

Edward J. McManus, Clerk

Donald F. Howell

Michael D. MacAskill

Date

The Honorable Ajit Pai, Chairman
The Honorable Michael O'Rielly, Commissioner
The Honorable Brendan Carr, Commissioner
The Honorable Jessica Rosenworcel, Commissioner

Chairman
Federal Communications Commission
455 12th Street, Southwest
Washington, DC, 20544

Dear Chairman Pai:

We write to support the Comments of Massachusetts Community Media, Inc. (MassAccess) and the Cable Act Preservation Alliance (CAPA) [OR the filing of your choice] and to disapprove of the proposals and tentative conclusions set forth in the FCC's September 25 Further Notice of Proposed Rule Making in *Implementation of Section 621(a)(1) of the Cable Communications Policy Act of 1984 as Amended by the Cable Television Consumer Protection and Competition Act of 1992*, MB Docket 05- 311.

[Describe your relationship with the PEG stations in your district]

[Support comments made by MassAccess. You may touch on any of the following subjects:

- The FCC lacks authority to impair private franchise contracts
- Section 622 of the Cable Act defines "Franchise Fees" and the FCC has no right to redefine
- Any attempt to redefine "Franchise Fees" weakens the authority of local municipalities
- The rulemaking invents "Cable-Related In-kind Contributions and "Fair Market Valuation" where there is no precedent
- Section 622 of the Cable Act states that "[a]ny Federal agency may not regulate the amount of the franchise fees paid by a cable operator."]

Community media stations allow the residents of [town, city, county] to watch and create uniquely local programming about their community and local events and issues of interest to them. Such was the intent of the PEG provisions of the 1984 Cable Act – to enhance local voices, serve local community needs and interests, and strengthen our local democracy. By defining "franchise fee" in an overly broad fashion to include "in-kind" support, the FCC's proposals will shift the fair balance between cable franchising authorities and cable operators and will force communities to choose between franchise fees and PEG channels, – something that was never the intent of the Act.

We appreciate your consideration and hope you will protect PEG channels in our community and others by choosing not to adopt many of the proposals in the Further Notice.

Sincerely,

INSTRUCTIONS FOR FILING REPLY COMMENTS:

- Adapt the attached letter to address your support of the comments filed by MassAccess, and the Cable Act Preservation Alliance (CAPA). You may also choose to support or argue against any of the comments already filed.
- Attach your comments to your letterhead and save as a .pdf
- Online, go to <https://www.fcc.gov/ecfs/filings>
- In "Proceedings" enter "05-311"
- In "Name of Filer" enter your name or your organization's name
- In "Type of Filing" select "Reply Comments"
- In "Address" enter your Address
- Enter your City State and Zip Code
- Attach the .pdf
- Check "Email Confirmation"
- Enter "Continue to Review Screen"
- Enter "Submit"
- Please send a copy to your local community media station

You should receive an email confirmation.

Project Name: Barnstable County Dredge TM Year and Article #: Operating Appropriation: \$ 75,000
Low Bidder: Barnstable County Budget Bid Price: \$ 46,800

10/10/18 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 \$25,000** 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: Carol Lynch Account # 586000 0163321
- ☐ 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

- ☐ C1. Please show Prevailing Wage was used.
- ☐ C2. If construction is **near \$10,000** you also need:
- ☐ a. Written spec sheet.
 - ☐ b. Advertised for two weeks on Central Register and COMMBUYS.
 - ☐ c. Apparent low bidder posted to Town website.
- ☐ C3. If construction **over \$25,000** you need C1, C2, as well as:
- ☐ a. Show project was in the Capital Plan.
 - ☐ b. Low bidder provides 50% payment bond after Selectmen's countersignature.
- ☐ C4. If construction **over \$50,000** you need C1, C2, C3, as well as:
- ☐ a. Bid Bond of 5% of total value.
 - ☐ b. Sealed Bids.
 - ☐ c. **End of Public Works construction requirements**
- ☐ C5. If **Building** estimated construction costs are over \$100,000 **and** estimated design costs are over \$10,000 you'll need to follow the Designer Selection RFQ process:
- ☐ a. Advertise in Central Register and local newspaper for two weeks.
 - ☐ b. Set a designer fee or price ceiling.
 - ☐ c. Use Standard Designer Application Form
- ☐ C6. If **Building** construction **over \$150,000** you'll need C1, C2, C3, C4, C5, as well as:
- ☐ a. 100% payment bond was in bids.
 - ☐ b. 100% performance bond was in bids.
 - ☐ c. DCAMM certified bidders.
 - ☐ i. DCAMM certified sub-bids if over \$25,000.
- ☐ C7. If **Building** construction **over \$10,000,000** you'll need C1, C2, C3, C4, C5, C6, as well as:
- ☐ a. Solicit qualifications prior to sealed bids.

Goods and Services

- ☐ GS1. If procured using the **State Bid List**:
- ☐ a. Over \$25,000 please show project was on the Capital Plan.
- ☐ GS2. If project is **over \$5,000**:
- ☐ a. Please provide written spec sheet used and who it was sent to.
 - ☐ b. Maximum contract length is three years.
- ☐ GS3. If project is **over \$50,000**:
- ☐ a. Show project was advertised for two weeks in a newspaper and on COMMBUYS.
 - ☐ b. Show project utilized sealed bids.
 - ☐ c. Apparent low bidder posted to Town website.
- ☐ GS4. If project is **over \$100,000**:
- ☐ a. Show project was advertised for two weeks in COMMBUYS and Goods and Services Bulletin.
 - ☐ b. Show project utilized sealed bids.

Note 1: If lowest bidder was found to be either not responsive or not responsible, the Town may begin negotiations with next lowest bidder.

Note 2: Bids may be negotiated downwards but never higher than original quote.

Note 3: Municipalities shall not provide a down payment, deposit, or provide funding before possession of purchased item.

☐ Original for Accounting ☐ Original for Procurement ☐ Original for Vendor ☐ Contract to Treasurer's

Signature of Town Administrator or Assistant Town Administrator: _____

****Note: Failure to gain sign-off before Wednesday at noon results in the contract being delayed to the next meeting.**

OFFICE OF THE TOWN ADMINISTRATOR

Phone (508) 430-7513

Fax (508) 432-5039

Christopher Clark, *Town Administrator*
Evan Melillo, *Assistant Town Administrator*

732 MAIN STREET, HARWICH, MA 02645



Summary of Project

Project Name: Round Cove Dredging

Funding Source: The Harbormaster's operating budget, the dredging line item.

Summary: Barnstable County is once again providing the dredging equipment in order to keep Round Cove's navigable ways open.

Bidding information: This is an annual agreement between the Town and Barnstable County. The County has set the rate at \$9.00 per cubic yard, with a not to exceed of \$46,800 and the Town has a budget of \$75,000.

COOPERATIVE AGREEMENT
BETWEEN
BARNSTABLE COUNTY
AND THE TOWN OF HARWICH

THIS AGREEMENT, made and entered into this 10th day of December, 2018 by and between the County of Barnstable, hereinafter called the "County," and the Town of Harwich, hereinafter called the "Town".

WHEREAS, the Town wishes to have the County undertake the dredging projects covered by this agreement more specifically described by way of the attached plan pursuant to the terms and conditions directed herein.

ARTICLE I. STATEMENT OF WORK

NOW THEREFORE, in consideration of the above premises and in the interest of the mutual advantage in attainment of common objectives, the parties hereto agree as follows:

BARNSTABLE COUNTY AGREES:

1. To do and perform all dredge related work for Round Cove in accordance with the specifications, drawings and plans (Attachment I) up to a maximum contract amount of \$46,800.00. This is based on removing approximately 5,200 cubic yards of material at \$9.00 per cubic yard and the charge for mobilization/demobilization costs as set forth in Article III herein. Final and complete specifications, plans and drawings shall be provided to the County by the Town in a timely manner.
2. To observe, comply with, and be subject to all terms, conditions, requirements, and limitations of the specifications, plans, and drawings identified in Attachment I as applicable to dredging and rough placement of materials.
3. To provide a hydraulic dredge and all related equipment to conduct maintenance dredging for the Town, according to and guided by the specifications, plans, drawings as provided.
4. To pump dredge materials and provide rough beach placement of said materials at a rate of \$9.00 per cubic yard for standard dredge material. This price includes before and after dredge surveys to be performed by the County. The County warrants that the final surveys are performed for the limited purpose of substantiating dredge volumes and under no conditions should said surveys be utilized to delineate navigable channels. The County shall provide the Town access to detailed survey work through Center for Coastal Studies Provincetown at the Town's request and at the Town's expense.

5. To comply with all applicable laws, ordinances, rules, regulations and lawful orders of any public authority bearing on the safety of persons or property or their protection from damage injury or loss or on dredging or handling of dredge materials.
6. To the extent permitted by law, to indemnify and hold harmless any party sustaining damage or loss resulting from the negligence of the County and its employees with respect to the County's performance of its obligations under this Agreement. Nothing in the previous sentence shall be construed as a waiver of the limitations on the Town's liability under the Massachusetts Tort Claims Act or under other provisions of this agreement.
7. Immediately notify the Town and cease operations whenever the dredging operations exceed by more than 10 % the specifications, drawings and plans agreed to as the volume scope of the agreement or whenever situations or conditions are encountered outside the scope of the specifications, drawings, and plans that were nor reasonably foreseeable. The parties agree that variations on the scope of 10 % more than or less than the proposed scope of work is reasonable due to climatic and coastal changes and that price adjustments shall be made accordingly. The parties further agree that changes in excess of 10 % shall require the parties to adjust this contract in writing pursuant to Article V.
8. Without the prior approval of the Town, the dredge will operate between the hours of 7:00 A.M. and 7:00 P.M.

THE TOWN OF HARWICH AGREES:

1. To obtain all required federal, state, and local permits and approvals to conduct the dredge project.
2. To furnish all specifications, drawings, and plans required to perform the dredge project at the execution of this document. Said documents will be incorporated by reference as Attachment I.
3. To conduct required inspections and testing consistent with federal, state and local permits and approvals.
4. To inspect the County's on-site dredging work in a timely manner.
5. To obligate funds to conduct the dredging work specified in Attachment I.
6. To indemnify and hold harmless any party sustaining damage or loss resulting from the negligence of the Town with respect to the Town's performance of its obligations under this Agreement. Nothing in the previous sentence shall be construed as a waiver of the limitations on the Town's liability under the Massachusetts Tort Claims Act or under other provisions of this agreement.

BOTH BARNSTABLE COUNTY AND THE TOWN OF HARWICH AGREE:

That nothing herein shall be construed as obligating either Barnstable County or the Town of Harwich to expend funds or to be obligated to spend funds beyond the scope of this contract.

This AGREEMENT may only be modified in the form of amendments in writing by mutual agreement by both parties. Request for modification will be forwarded to one party by the other party by written notice.

ARTICLE II. TERM OF AGREEMENT

This AGREEMENT shall be effective when signed by all parties and shall remain in effect until the dredging identified in Attachment I is completed to the mutual satisfaction of all parties.

ARTICLE III. PAYMENT TO COUNTY:

The cost of the project shall be based on a per cubic yard basis, and calculated on the total cubic yards of material moved, using standard engineering practices, except as specified in Article VIII, and the mobilization and demobilization costs. The cost per cubic yard is \$9.00 for standard dredge material. Commencing July 1, 2018, the Town shall be billed, and the County shall be paid for the following services:

Mobilization costs for project;

Booster pumping adjustment to be determined by the length of the pipe;

100% movement/placement of dredge materials;

Demobilization costs for the project.

The Town shall submit payment within 30 days of date of invoice to the County. Failure to pay said invoice within 30 days will result in the assessment of a late fee in the amount of 1% per month (12% annually) on the unpaid balance remaining after the 30th day. Said late fee will be assessed daily 0.033%. Failure to pay invoice within 90 days may result in legal action. The Town shall be responsible for all legal costs incurred by the County in collection of unpaid debts.

ARTICLE IV. WEATHER CONDITIONS

In the event of temporary suspension of work due to inclement weather conditions, the County shall cease work with no adverse consequences to the County. The decision to cease work shall be made by the County in consultation with the Town.

ARTICLE V. CHANGES IN WORK

No changes in the work covered by this Agreement shall be made without having prior written approval of both the Town and County. Costs for additional cubic yardage shall be determined utilizing the costs identified in Article III.

ARTICLE VI. COUNTY INSURANCE

The County shall maintain the following insurance coverage while conducting the dredge project:

1. Compensation insurance. The County shall maintain during the life of this Agreement Workmen's Compensation Insurance as required by applicable state law.
2. Protection and Indemnity insurance.
3. General liability and excess liability insurance.
4. Pollution insurance.
5. Contingent watercraft liability insurance.

ARTICLE VII. INDEMNIFICATION

To the extent permitted by law, Barnstable County agrees to defend, indemnify, defend and hold harmless the Town of Harwich from any claims, demands, suits or judgments by third parties which may arise out of the negligent activities of Barnstable County or its employees while performing its obligations under this Agreement. Nothing in the previous sentence shall be construed as a waiver of the limitations on the County's liability under the Massachusetts Tort Claims Act or under other provisions of this Agreement.

To the extent permitted by law, the Town of Harwich agrees to defend, indemnify, defend and hold harmless Barnstable County from any claims, demands, suits or judgments by third parties which may arise out of the negligent activities of the Town of Harwich or its employees while performing its obligations under this Agreement. Nothing in the previous sentence shall be construed as a waiver of the limitations on the Town's liability under the Massachusetts Tort Claims Act or under other provisions of this Agreement.

ARTICLE VIII TERMINATION

Either party may terminate this Agreement by providing ten (10) days written notice to the other. The Town shall pay the County all costs incurred by the County to the date of termination, including staff time, review of documents and any other costs associated with the project up to

said termination.

IN WITNESS WHEREOF, the TOWN and the COUNTY execute this Agreement this
_____ day of _____, 2018.

BARNSTABLE COUNTY
COMMISSIONERS:

TOWN OF HARWICH

Leo G. Cakounes

Date

Ronald Beaty

Mary Pat Flynn

Date

Intermunicipal Agreement
Between
The Town of Harwich and Monomoy Regional School District
for Designation of Exclusive Use Line between Harwich Elementary and the
Cultural Center

This Intermunicipal Agreement ("IMA") is entered into this ___ day of December, 2018, between the Towns of Harwich and Monomoy Regional School District, acting through their respective Boards pursuant to G. L. c. 40, Sec. 4A.

1. Purpose

This IMA establishes the terms under which the Town of Harwich (hereinafter "Harwich") and Monomoy Regional School District (hereinafter "Monomoy") will undertake the Exclusive Use Line (hereinafter "Line") between Harwich Elementary School in use by Monomoy Regional School District and the Town of Harwich Board of Selectmen for the purpose of finalizing the transfer of the former Middle School now Cultural Center by establishing an Exclusive Use Line within the property of the two facilities and associated grounds.

2. Commitments

The participating Entities agree as follows:

- a. The Line is to be used to designate use only and is not to be intended to be used as a property boundary for ownership purposes. The Line is displayed on Exhibit A attached to this agreement.
- b. Monomoy agrees to maintain and improve as necessary the Harwich Elementary side of the grounds consistent with the Regional Agreement through its Superintendent.
- c. Harwich agrees to maintain and improve as necessary the Cultural Center (former Middle School) side of the grounds consistent with other property under jurisdiction of the Board of Selectmen as administered by the Town Administrator.
- d. Nothing in this agreement shall prohibit Monomoy or Harwich from working together to allow each other use of property (Elementary School Athletic Programs) and/or improve grounds or structures (Castle in the Clouds, Playground Areas or Ball Fields) if by mutual consent both parties agree or their respective designees agree.
- e. Monomoy shall have peaceful and quiet use of the fields on the Harwich side exclusively during School Hours for student use to facilitate the education program of students. Harwich shall not schedule events on the fields during normal School Hours.
- f. Each entity understands that said funding of elements of this agreement are subject to appropriation by town meeting.

3. Term of Agreement

- a. This IMA shall commence upon July 1, 2019 or by whichever is earlier execution by participating Entities and shall expire on June 30, 2024.
- b. The participating Entities may mutually agree to terminate this IMA prior to the date of expiration or to extend the IMA beyond the date of expiration.

Town of Harwich
By its Board of Selectmen

Monomoy Regional School District
By its School Committee

Town Administrator

Date _____

Superintendent of Schools

Date _____

OWNER/PETITIONER-
TOWN OF HARWICH
732 MAIN STREET
HARWICH, MA 02645

LOCUS ADDRESS-
263 SOUTH STREET

FOR REGISTRY USE ONLY

DEED REFERENCE-
BK. 837 PG. 335

PLAN REFERENCE-
PLBK. 070 PG. 125
PLBK. 108 PG. 153

GROSS AREA-
805,582 +/- SQ. FT.
18.49 +/- ACRES

APPROVAL NOT REQUIRED UNDER
THE SUBDIVISION CONTROL LAW

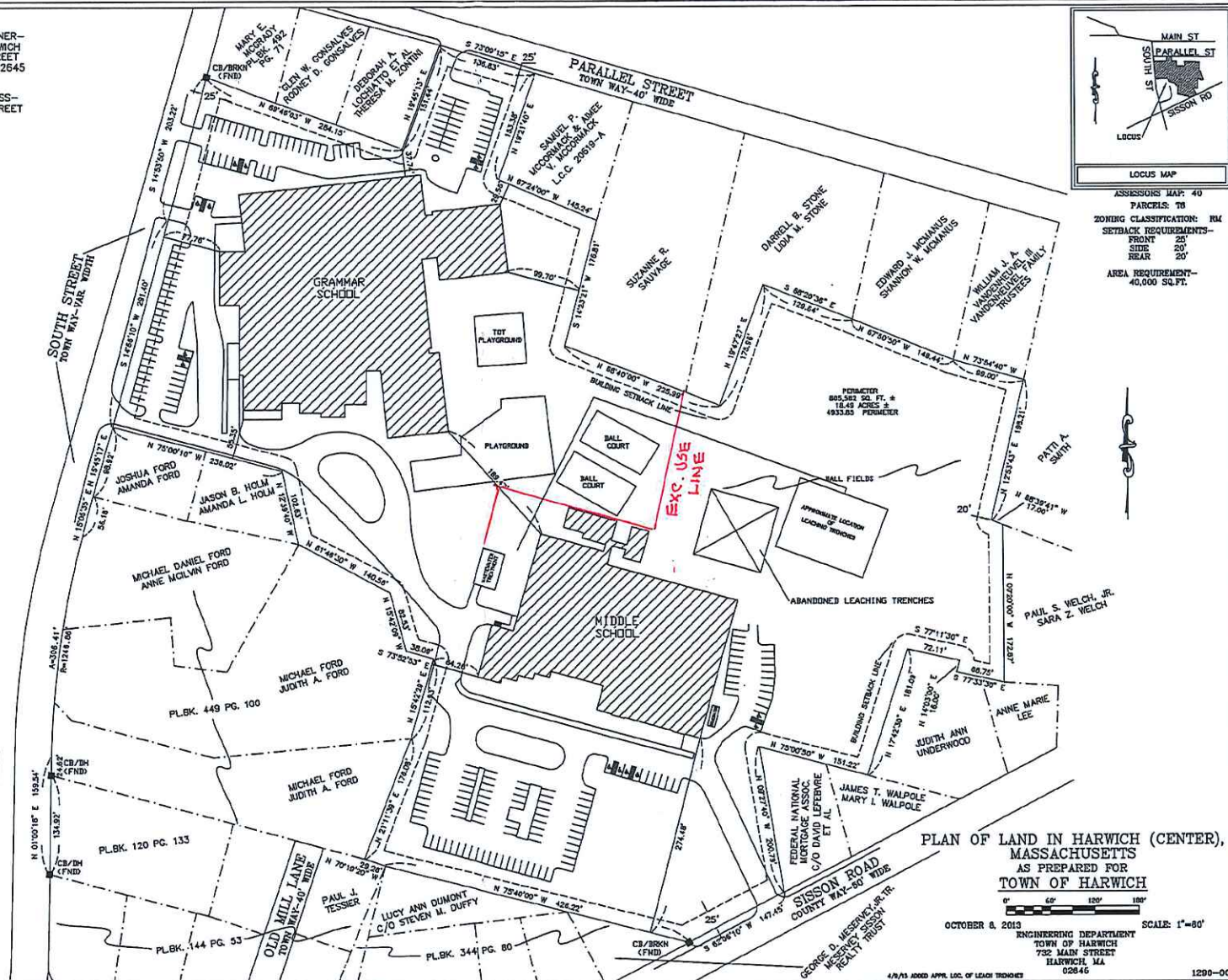
APPLICATION DATE _____

ENDORSED DATE _____

HARWICH PLANNING BOARD
NO DETERMINATION OF COMPLIANCE WITH ZONING
REQUIREMENTS HAS BEEN MADE OR IS INTENDED

I CERTIFY THAT THIS PLAN CONFORMS TO THE
1976 RULES AND REGULATIONS OF THE REGISTERS
OF DEEDS.

DATE _____ PROFESSIONAL LAND SURVEYOR





Commonwealth of Massachusetts
**EXECUTIVE OFFICE OF
HOUSING & ECONOMIC DEVELOPMENT**
One Ashburton Place, Room 2101, Boston, MA 02108

CHARLES D. BAKER
GOVERNOR

KARYN E. POLITO
LIEUTENANT GOVERNOR

JAY ASH
SECRETARY

TELEPHONE: (617) 788-3610
www.mass.gov/hed



November 20, 2018

Christopher Clark, Town Administrator
Town of Harwich
732 Main Street
Harwich, MA 02645

Dear Town Administrator Clark:

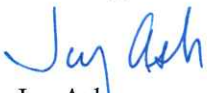
Thank you for submitting an application to the 2018 Round of the MassWorks Infrastructure Program. You participated in one of the most competitive MassWorks rounds to date, with 107 applications requesting over \$207 million in funding. The MassWorks Team along with our other state agency partners worked together to evaluate and recommend the most shovel-ready and highest-impact projects for funding. However, the challenge remains that there are many more good projects than we have funding available.

I regret to inform you that, after a thorough review of your application, the Route 28 Sidewalk Construction Project was not recommended for funding in this round. Please note that the next round of the MassWorks Program is scheduled to open in late spring 2019, with applications likely due in August again. You may resubmit this project and/or a new project in the next round. In any case, be sure to review the program guidelines closely and reflect on ways to strengthen your proposal both in demonstrating shovel-readiness as well as clear alignment with the Commonwealth's sustainable development principles.

Upon request, the MassWorks Program staff can share feedback and comments about your application and the results of the review. All requests should be submitted by email to massworks@mass.gov.

Again, thank you for your participation in the MassWorks Infrastructure Program.

Sincerely,


Jay Ash
Secretary



FISCAL YEAR 2019

Tax Rate Explanation

Fiscal Year 2018

The tax rate was \$8.80
The valuation was \$5,313,780,820
The levy limit was \$46,761,271.22

Fiscal Year 2019

The proposed tax rate is \$8.67
The valuation is \$5,683,494,390
The levy limit is \$49,275,896.37
The levy limit less the exclusions would be \$44,210,099

The valuation increased by 6.96%
The levy limit increased by 0.35%

The difference of valuation and levy limit is approximately 6.61% which decreased the tax rate by \$0.13.

The impact of the Levy Limit less Exclusions equals \$44,210,099 decreased the tax rate from FY 2018 (\$8.80) by \$1.07.

The impact of the Capital exclusion N/A.

The impact of the Debt exclusion is \$5,300,421 increases the tax rate \$0.94.

Fiscal Year 2019

In short, the tax rate decreased by \$0.13 bringing the rate to \$8.67.

Evan Melillo

From: Charleen Greenhalgh
Sent: Wednesday, December 5, 2018 6:36 AM
To: Evan Melillo
Subject: Re: ADU

This and two other bylaws are currently with Adam Costa. I am hoping that comments are received in time for the Planning Board meeting on Tuesday, Dec. 11th, where this and other proposed bylaws will be discussed. Is there something in particular that she is interested in? Provided the Board can have a substantial conversation next Tuesday, they do plan to send it to the BoS for further discussion, before it is formally sent to the BoS pursuant to MGL c.40A Section 5.

The Planning Board agenda has been posted on the website since Monday night.

From: Evan Melillo
Sent: Tuesday, December 4, 2018 3:12:12 PM
To: Charleen Greenhalgh
Subject: ADU

Hey!

When you have a moment, Julie Kavanagh was asking me where the Planning Board was with the ADU? I wanted to shoot you an email now so that I don't forget.

Thanks!

Evan N. Melillo
Assistant Town Administrator
Harwich, MA 02645
(508)430-7513 x3315

OFFICE OF THE TOWN ADMINISTRATOR

Christopher Clark, *Town Administrator*

Phone (508) 430-751

Fax (508) 432-5039

732 MAIN STREET, HARWICH, MA 02645



MEMO

TO: Board of Selectmen/ Employees/ Residents

FROM: Christopher Clark, Town Administrator

DATE: December 10, 2018

SUBJECT: Holiday Hours Reminder

Monday, December 24	Town Hall Closed all day
Tuesday, December 25	Town Hall Closed for Christmas
Wednesday, December 26 through Friday, December 28	Town Hall will be open until 4:00 pm
Monday, December 31	Town Hall will be open from 8:30 am - 4:00 pm
Tuesday, January 1, 2019	Town Hall closed for New Year's Day
Wednesday, January 2	Town Hall will resume hours of 8:30 am – 4:00 pm 7 days a week



**TOWN OF HARWICH
NOTICE OF VACANCY
MONOMOY REGIONAL SCHOOL COMMITTEE
HARWICH MEMBER**

ALL APPLICANTS WILL BE CONSIDERED

The Harwich Board of Selectmen and the Monomoy Regional School Committee is interested in appointing an *Interim member* from Harwich to the Monomoy Regional School Committee. The term of this appointment is effective until the Annual Town Election in May, 2019. Letters of interest are due by January 2, 2019. Interviews to fill the position will be held jointly by the Board of Selectmen and the Monomoy Regional School Committee on Monday, January 7, 2019

TO APPLY: All those having an interest in serving on this committee can submit a letter of interest or fill out a Citizens Committee Vacancy Form available at the Office of Selectmen, 732 Main Street, Harwich or on the Selectmen's Home Page on the Town website.

Harwich Board of Selectmen
Monomoy Regional School Committee

Cape Cod Chronicle
December 13, 2018

Health Director Monthly Report November 2018

- **Departmental news-**

Sr. Health Agent Katie has successfully passed the Soil Evaluator course! Congratulations to her for her dedication and hard work, this is quite an accomplishment.

Staff attended the annual Massachusetts Health Officer's Association conference this month in Falmouth. Many educational seminars were offered including a progress update on using sawdust as a medium to remove nitrogen from septic effluent and an overview of the new Food Code.

- **Wastewater-**

We continue to field questions regarding sewer location and timeframe for construction. With the 90% drawings done from CDM Smith, many homeowners are anxious to begin the engineering process. It is still the goal of the Town to hold informational sessions for homeowners to assist with filling out the sewer lateral location forms.

The Wastewater Support Committee requested that a second mailing be sent out to Phase 2 homeowners. This mailing included the 2 page 5 steps to hooking up document.

Time has been spent developing a Licensed Utility Installer Application and a Sewer Connection Application. These two permit applications will be presented to the Board of Health at the December meeting for comments. The fees for the permits will be discussed as well, then posted for a public hearing in January.

- **Other news-**

The department's budget has been prepared and awaits TA review. No major changes in the proposed budget and expenses have remained under 2 ½ % increase.

Flu Immunization re-imbursement has been submitted for the employee flu clinic held in October.

Annual license and permit renewal notices have been sent out electronically. Over the next two months our office will process over 500 applications.

The employee wellness program of Maintain Don't Gain began in early November. This program, run through the Cape Cod Municipal Health Group is a popular program for employees to participate in. The goal of the program is to promote healthy eating and exercise throughout the Holiday season.

Meggan Eldredge 12/1/2018



TOWN OF HARWICH

OFFICE OF THE TREASURER/COLLECTOR

732 MAIN STREET, HARWICH, MA 02645

TEL: 508-430-7501 FAX: 508-430-7504

Amy Bullock
Treasurer / Collector

Nancy Knepper
Assistant Treasurer/Collector

Monthly Report to the Board of Selectmen

November 2018

Along with our regular weekly duties and responsibilities, which include but are not limited to processing payroll, receiving, reporting and depositing tax/water payments and departmental receipts, processing accounts payable checks, assisting Taxpayers and Employees with any requests and other various customer service, the following took place:

November Collections

	FY 2019	FY 2018
Tax/Water Collections:	\$3,531,274.71	\$2,161,172.66
Departmental turnovers:	\$930,646.29	\$1,832,698.15
Total:	\$4,461,921.00	\$3,993,870.81

November Disbursements

	FY 2019	FY 2018
Accounts Payable	\$8,087,485.78	\$7,739,077.22
Payroll	\$1,652,838.50	\$1,207,007.98
Total:	\$9,740,324.28	\$8,946,085.20

Respectfully submitted,
Amy Bullock, Treasurer/Collector



Harwich Water Department
 196 Chatham Rd.
 Harwich, MA 02645
 (508) 432-0304

Dan Pelletier, Superintendent

Monthly Activity Report: November 2018

Please see the following highlights from the previous month:

- Building Maintenance- Complete trim replacement & rebuilding hatch @ Station 4, Re-wire chemical feed pumps @ T-2, Troubleshoot Generator @ P.Lake Tank- bad motherboard order for replacement, Annual Fire Extinguisher service, Repair concrete on Building B, Dig trench for new electrical service @ Station 2, Replace heater in Building B
- Treatment- Obtain Specific Capacity from all Wells to determine if redevelopment is needed, Install new pressure/vacuum breakers on chemical feed lines @ T-1, T-2, Master Meter calibration- all wells & treatment plants, Backwash greensand filters @ Bruce Cahoon Treatment Plant & T-10 filter plant, test all medical alarms, calibrate analyzers & test plant shut down alarms @ all stations, receive Potassium Hydroxide & Sodium Hypochlorite, repair/rebuild chemical feed pumps at T-1, T-2, T-3
- Distribution- Corp-to-Curb water service replacement for Louis Lane, water service installation Arthurs Way, 14 Crocker Rise, 15 Wallace Rd, 11 Shore Rd., 25 Bonnie Ln., replaced broken gate valve on Louis Ln, Cut & Cap water main on Louis Ln., renewed water service @ 152 Gilbert, 611 Route 28, 21 Julien Rd., Repair Water service hit by R.H. White on Depot Rd
- Lower County Road- Robert Our Co. installing 16" insertion valves, installing tapping sleeves & gate valves, changing water services from 8" main to 16" main. Remove old water main from under Allen Harbor Bridge, HWD staff cleaning/vacuuming/exercising gate valve throughout work area for water main shut downs.

Quick Stats

36	-45.2%	+10.6%
Water Samples Taken	Monthly Change in Pumping October vs November	YTD Change 2017 vs. 2018

Activities: November 2018

Crossovers	8	Meter Installation	2
Final Reads	35	Remove Meter/Demo	1
Flush Service/Water Quality	3	Repair/Replace Valve	3
Gate Valve Repair	2	Restore Property	2
Hydrant Meter	2	Seasonal Turn Off	308
Leak at Meter	5	Site Visits	6
Leak Investigation/Other	6	Turn Off at Street	9
Markouts	16	Turn On at Street	3
Meter Replacement	4	Water Service Installation	2

Activities Statistics

	<u>2017</u>	<u>NOV 2018</u>	<u>2018YTD</u>
Curb Stop Repair/Renewals	5	0	1
Final Read for Property Transfer	394	35	312
Frozen Water Meter/Services	2	0	26
Hydrant Maintenance/Repairs	1	0	1
Hydrant Installation/Replacement	2	0	3
Markouts	365	16	368
Meter Replacement	461	4	226
Meter Installation <i>new accounts</i>	39	2	44
Seasonal Turn On/Off	1126	308	1075
Water Main Repairs	5	0	6
Water Service Installation <i>new</i>	40	8	37
Water Service Renewal	47	3	50
Service Repair/Site Visit <i>general</i>	194	50	491