

SELECTMEN'S MEETING AGENDA*

Donn B. Griffin Room, Town Hall

732 Main Street, Harwich, MA

Executive Session 6:10 P.M.

Regular Meeting 6:30 P.M.

Monday, March 4, 2019

**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 - Pursuant to M.G.L. c. 30A, § 21(a)(6), to consider purchase, exchange, lease or value of real estate if the Chair declares that an open meeting may have a detrimental effect on the negotiating position of the public body - Cornelius Pond Conservation Restriction

III. PLEDGE OF ALLEGIANCE

IV. WEEKLY BRIEFING

V. PUBLIC COMMENTS/ANNOUNCEMENTS

VI. CONSENT AGENDA

A. Minutes:

1. January 22, 2019 Regular Session
2. February 4, 2019 Regular Session

B. Approve the Application for a Hawkers and Peddlers License by Mobile Mixers

C. Approve the request by Eversource Energy to install 40' of cable and conduit and one handhole in the town road to provide service to customer at 6 Northern Avenue, Harwich

D. Accept the resignation of Sharon Pflieger as a member of the Wastewater Support Committee

E. Committee Appointments:

- | | | |
|--------------------|--------------------|----------------------------------|
| 1. Kathy Teahan | Cultural Council | June 30, 2020 – Full Member |
| 2. Christine Banks | Cultural Council | June 30, 2020 – Full Member |
| 3. Richard Kaiser | Bikeways Committee | June 30, 2021 – Full Member |
| 4. Laurinda Raquel | Cultural Council | June 30, 2021 – Full Member |
| 5. James Armstrong | Board of Appeals | June 30, 20 21– Alternate Member |

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

VIII. NEW BUSINESS

A. Final Budget to Finance Committee

B. Open and Close the Special Town Meeting (March 12 until March 14)

C. Cornelius Pond Conservation Restriction — *possible vote to approve*

D. Appointment of one member to the management board of the Cape Cod and Islands Water Protection Fund to serve a term of 3-years

IX. CONTRACTS

X. **OLD BUSINESS**

- A. Authorization for the Town Administrator to execute all Sewer Collection System – Phase 2 SRF grant and/or loan activities – *vote to authorize*

XI. **WARRANT ARTICLE REVIEW**

1. Budget Warrant Timeline
2. Article 4 - Accept Provisions of M.G.L. Ch. 64G, §3A – Local Excise Tax
3. Article 37 - Amendments to Harwich Home Rule Charter - Capital Outlay Plan
4. Article 38 - Amendments to Ex-Officio Members – Clarify Terms of Office
5. Article 63 - Amend the Code of the Town of Harwich General By-laws – Chapter 8 Departmental Revolving Funds §8-1. Funds Established
6. Approval of the Annual Town Meeting Warrant – *possible vote to sign*

XII. **TOWN ADMINISTRATOR'S REPORTS**

- A. 2019 Winter Peer Group Meetings
- B. Real Estate and Open Space Committee – Transfer of Parcels for Affordable Housing
- C. Community Development Block Grant – Community Center to Cultural Center Sidewalks
- D. Departmental Reports

XIII. **SELECTMEN'S REPORT**

XIV. **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:

Sandra Robinson, Admin. Secretary

Posted by: _____
Town Clerk

Date: _____
February 28, 2019

**MINUTES
SELECTMEN'S MEETING
GRIFFIN ROOM, TOWN HALL
MONDAY, JANUARY 22, 2019
6:30 P.M.**

SELECTMEN PRESENT: Ballantine, Howell, Kavanagh, MacAskill, McManus

OTHERS PRESENT: Town Administrator Christopher Clark, John Rendon, Peter Hughes, Cyndi Williams, Leo Cakounes, Pat Bertchy, Brian Paradee, Peggy Gabour, Scott Tyldesley, Tom Birch, Bill Travers, Art Bodin, and others.

Chairman Kavanagh reported that the Board just came out of Executive Session where they discussed use of sick bank and they voted positively to approve it.

WEEKLY BRIEFING

Mr. Waystack of the Board of Assessors reported that they have agents in the field looking at properties in the community, taking updated pictures and seeing if any changes have been made so we can arrive at a fair market value for the Town as required by the Department of Revenue.

PUBLIC COMMENTS/ANNOUNCEMENTS – Wastewater Committee update/Sharon Pflieger

Pat Bertchy described the services of the Alzheimers Family Support Center.

Carol Anderson discussed problems she has encountered with hospice care related to health issues and her family as well as the lack of a homeless shelter in Harwich.

Brian Paradee asked if those present for the Cemetery item can ask questions tonight and Mr. Clark said it is open for discussion.

Peter Hughes of the Wastewater Support Committee discussed communications for Phase 2 of the sewer project, scope of work for project management, Phase 2 design bid, financial relief for hooking up to the system, and the Comprehensive Wastewater Management Plan and related documents, and the need for the Board of Selectmen to take up some of these items and evaluate.

Tom Birch discussed the federal government shutdown and a gift card support program for the Coast Guard. He asked the public to support this program.

CONSENT AGENDA

- A. Accept the resignation of Patricia Stackhouse as a member of the Harwich Center Initiative
- B. Approve the request to hold the annual Free Summer Concert Series at Brooks Park in July 2019 sponsored by the Arts Foundation of Cape Cod

- C. Appoint Mary Maslowski as the Planning Board's representative to the Community Preservation Committee per the request of the Planning Board with a term to expire 6/30/19
- D. Approve the application for the Annual Dave Birtwell Memorial Remembrance Walk/Run at Brooks Park on Saturday, May 11, 2019 and waiver of the fees associated with the permits for the event
- E. Confirm the appointment of Robert C. Lawton, Jr. as Interim Assistant Town Administrator
- F. Approve the use of the Caleb Chase Fund in the amount of \$431.91 to The Oil Express and \$268.09 to Eversource

Chairman Kavanagh said they would be holding Item E. Mr. McManus moved approval of the Consent Agenda Items A, B, C, D and F and the recommended actions thereon. Mr. Ballantine seconded the motion and the motion carried by a unanimous vote.

With regard to Item E, Mr. Howell moved to appoint Robert C. Lawton, Jr. as the Interim Assistant Town Administrator. Mr. McManus seconded the motion and the motion carried by a unanimous vote. Mr. Howell noted that this should not be a Consent Agenda item.

NEW BUSINESS

A. Request for Proposals for the Saquatucket Marina Snack Shack – *discussion*

Mr. Rendon outlined the RFP for the Saquatucket Marina Snack Shack and what the criteria for grading the responders will be. He noted that this has been reviewed by Town Counsel. Mr. Rendon and Mr. Clark took questions from the Board. Mr. McManus commented that it would be nice to have some modest items on the menu. Mr. Howell discussed the complexity of the menu requirements and how this complexity could affect the responsiveness to the bid. Mr. Ballantine recommended putting "suggested menu" in the bid. Mr. Clark said they could identify "minimum" and "desired." The Board took comments from Mr. Cakounes who agreed with Mr. Howell and suggested that a flat fee rather than a percentage should be considered. Based on Board discussion, Mr. Clark said they could look at adding a progress payment element. The consensus of the Board was that Mr. Clark make the changes and get the RFP out. Mr. Howell said he would prefer to see it with the changes. Mr. Ballantine moved to approve the RFP as presented tonight with the adjustments that was also presented. Mr. MacAskill seconded the motion. Mr. Howell said he would not vote for it as he cannot presume that he can know what is going to be adjusted. The motion carried by a 4-1-0 vote with Mr. Howell in opposition.

Mr. Matt Sutphin asked the Board to speak regarding the pet crematorium as he missed the Public Comments section of the agenda. Chairman Kavanagh asked him to email his remarks and they would place it on an agenda. Mr. Sutphin submitted his remarks for a future agenda.

B. Request for use of Sick Bank – Police Department

Chairman Kavanagh noted this item was already addressed at the beginning of the agenda. Mr. Clark noted that this is just an acknowledgement of the action that was taken in Executive Session.

OLD BUSINESS

A. Barnstable County IT Assessment Update

Mr. Travers, IT Director for Barnstable County, outlined his Executive Summary Recommendations Report for IT in Harwich which focused on IT infrastructure and staffing. He noted one glaring issue is that there is only one staff member in the department which affects continuity and accountability. He further discussed the need to decrease security risks, lowering costs and procurement, prioritizing cloud services, mitigating existing infrastructure and service risks, maximizing existing investments, and determining and formalizing interdepartmental IT roles. He took questions and comments from the Board regarding records retention responsibility and migrating to cloud based services, and what other towns are doing. Mr. Ballantine said we need to develop action steps for moving forward. Mr. Clark said the budget is tight and it will be difficult to get any additional people in but they will start to look at options. He said they have 200 hours of support from the County and we are going to see if we can start to implement that now. Scott Tyldesley of the Fire Department discussed the accomplishments of the report and the opportunities and areas of efficiencies it presents. He thanked the Board for commissioning it.

B. Animal Control Update – Chief Guillemette

Chief Guillemette updated the Board on the Police Department's response to Ms. Wilson's comments regarding the investigation of a dog bite involving her mother. He stated that they conducted a full review of the investigation and the overall process which revealed a number of unintentional mistakes in communications and oversight failures just as Ms. Wilson had stated. He said as Chief he takes full responsibility for this and realizes that the organization is made up of human beings who are not perfect and are going to make mistakes. He stated that when his staff makes mistakes he asks that they admit the mistake, apologize if appropriate, learn from it and put measures in place to prevent something similar in the future. He said he met with Ms. Wilson and provided her and her mother with a written apology. He noted that he reviewed the findings of their investigation with her as well as the measures we are going to put in place to prevent something like this from happening again. He said he has provided the Board with a few pages from their Animal Control Policy, specifically on the dog bite investigation procedure including new sections D and E which specifically lay out what the procedure and process is from this point forward. He said it is his firm belief that these new guidelines will improve the overall process and prevent issues in the future. He assured the Board and citizens that this incident is not typical of how they do business. Chairman Kavanagh thanked him for his report. Mr. Ballantine suggested putting a timeline in the process. Mr. Howell commended him for changing the policy.

C. Pet Burial Grounds Update – Robbin Kelley

Ms. Kelley provided a Power Point presentation on the proposed pet burial ground which discussed reasons and need for building a pet burial ground, waiting list for purchase of lots, competitive analysis of different burial grounds including availability and distance of other burial grounds, criteria for finding a location, Town Meeting actions to date, and development of a burial ground. Mr. Howell said he is opposed to doing this. He said nothing was ever appropriated for

this and there was never a request for a capital outlay and in this presentation he doesn't see expenses.

Mr. MacAskill said the intention of Town Meeting was very clear and he supports the process that got this land to the Cemetery Commission for this purpose. He said he supports the project and commented that Ms. Kelley has done an outstanding job.

Mr. Clark said right now this is just about the pet burial ground and discussion on the crematorium will be at a later date.

Mr. Howell made the following statement:

"You can't extrapolate from a Town Meeting article. It authorized the land to be set aside and ultimately it got set aside under the jurisdiction of an organization, when we came to find out that they weren't legally entitled to have jurisdiction for this so whatever they voted, there was discussion, I was there, about the money part of this and it was Mr. Cakounes who got up and said don't worry because we will have ample opportunity to discuss the money because it has to be a request and the ensuing request never happened. I might point out, its water under the bridge now because nobody actually said anything, but if you look at the numbers it suggests there wasn't even a quorum when this happened and this was not a groundswell, this was 104 people out of potentially 13,000 residents."

Mr. MacAskill asked Mr. Clark to weigh in on the comment about this not being legal. Mr. Clark stated the following:

"When state law is silent then there is discretion given to the Town and it was fully disclosed that this was the purpose. Does the Town have ability to have the Cemetery Commission take on a related responsibility, absolutely."

Mr. Clark said the actions taken at Town Meeting were valid. He said we got the money part wrong and got ahead of ourselves. He noted that there will be an article to get the money for the project and reimburse what's already been done.

Mr. McManus said he spoke to Mr. Giorgio at MMA and it was his opinion that the Town could assign other duties to the Cemetery Commission other than conducting human cemeteries.

Mr. Howell said we are asking for millions to fund essential services. Ms. Kelley said they are not actually asking for money but rather are asking if they sell lots will they be able to spend the money they put in the general fund, if they collect the funds, can they pay back the \$70,000 that they spent and if they have enough money to pay for the walkway, can they do that. Mr. MacAskill thanked Ms. Kelley for clarifying that.

Mr. Howell stated that the sale of anything here is a sales contract and in order to get to that point, it has to be authorized on the capital plan.

Mr. McManus said the article allows them to begin its operations and there are many projects around Town that never appeared on the capital plan. Mr. Clark said they will be putting in an article for a revolving fund on the warrant.

Mr. Clark said the Cemetery Commission should be applauded for addressing this need and trying to present a solution that pays for itself.

Mr. Ballantine said any money going in he considers to be an investment and he doesn't see any reason not to move forward.

The Board took comments from the following people who spoke in support of the pet burial ground project:

Vicky Wendell
Pamela Kendall
Elizabeth Kennedy

The Board took questions and comments from the following people who spoke in opposition to the pet burial ground project:

Brian Paradee
Art Bodin
An unidentified citizen
Matt Sutphin
Tom Birch

Mr. MacAskill asked Mr. Clark, in regard to the taking of the land in 1997, to get a legal opinion on what it means to take the land by eminent domain for open space or other municipal purposes.

D. Notice of changes to the proposed Land Use Control Regulation – *Adopt as part of the new Sewer Use Regulations*

At Mr. Clark's recommendation, Mr. Ballantine moved to adopt the Land Use Control Wastewater Flow Management Regulation as part of the current Sewer Use Regulations and further the Wastewater Commissioners will approve phased approvals for wastewater flow to the sewer service areas in the form of the Inter-Municipal Agreements and construction of a wastewater treatment facility that outlines maximum available sewer flows. Mr. MacAskill seconded the motion and the motion carried by a unanimous vote.

TOWN ADMINISTRATOR'S REPORT

A. Memorandum of Agreement between Town and Harwich Conservation Trust for the Cold Brook Restoration Project

Mr. Clark reported that he has a meeting scheduled tomorrow with the Harwich Conservation Trust to discuss this partnering and he expects to put it on an agenda.

B. Assistant Town Administrator Job Description

Mr. Clark said he has included the job description for the Board to look at and he noted that the ad is out.

C. Additional Liquor License Legislation Update – The Cape Sea Grille

Mr. Clark reported that the Governor signed the bill on January 4th, we received an application by the Cape Sea Grille and the hearing has been scheduled.

D. Departmental Reports

There was no discussion on this item.

SELECTMEN'S REPORT

Mr. MacAskill asked Mr. Clark to set up an Open Meeting Law class for committee chairs.

ADJOURNMENT

Mr. MacAskill moved to adjourn at 8:51 p.m. Mr. Howell seconded the motion and the motion carried by a unanimous vote.

Respectfully submitted,

Ann Steidel
Recording Secretary

**MINUTES
SELECTMEN'S MEETING
GRIFFIN ROOM, TOWN HALL
MONDAY, FEBRUARY 4, 2019
6:30 P.M.**

SELECTMEN PRESENT: Ballantine, Howell, Kavanagh, MacAskill, McManus

OTHERS PRESENT: Interim Assistant Town Administrator Robert Lawton, Lee Culver, Bob Furtado, Jon Chorey, Dana DeCosta, Dan Tworek, Emily Mitchell, John Rendon, and others.

Chairman Kavanagh reported that the Board tabled their Executive Session items tonight with the exception of the Executive Session minutes.

WEEKLY BRIEFING

No one appeared before the Board.

PUBLIC COMMENTS/ANNOUNCEMENTS

There were no public comments or announcements.

CONSENT AGENDA

- A. Minutes:
 - 1. June 11, 2018 Executive Session
 - 2. July 9, 2018 Executive Session
 - 3. July 23, 2018 Executive Session
 - 4. August 6, 2018 Executive Session
 - 5. August 20, 2018 Executive Session
 - 6. November 19, 2018 Executive Session
 - 7. November 26, 2018 Executive Session
 - 8. December 3, 2018 Executive Session
- B. Accept the gift of \$924 from the Friends of the Harwich Council on Aging for the purchase of two SafetyNet Tracking Systems for the Council on Aging.
- C. Approve a fee waiver (\$60) for the MRSD School Superintendent for use of a room at the Community Center on February 5, 2019
- D. Accept the resignation of Mary Maslowski as the Housing Committee's representative to the Community Preservation Committee
- E. Vote to refer the following proposed zoning By-laws to the Planning Board for Public hearing:
 - 1. Single-family dwelling with accessory apartment
 - 2. Freestanding Portable signs
 - 3. Retaining walls for septic systems
 - 4. Special provisions for lifting existing structure to new and appropriate elevations

Mr. McManus moved approval of the Consent Agenda and the recommended actions thereon. Mr. MacAskill seconded the motion and the motion carried by a unanimous vote.

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

- A. Cape Cod Regional Technical High School and Monomoy Regional School District to meet with Selectmen and Finance Committee to discuss first draft budget and five-year plan. To also discuss the growth rate for non-teaching personnel (central office) and percentage of increase for Monomoy Regional

Supt. Sanborn of the Cape Cod Regional Technical High School presented to the Board a hard copy of the full line item budget for FY20, draft assessments for all 12 towns and the assessment for the capital project that will be due in November 2019. He presented a Power Point presentation that included FY20 enrollment and enrollment trends, budget increases over the past 6 years, assessments and state aid, employee benefit costs, MCAS performance, graduation rate, and the new school building project. He took questions and comments from the Board.

Supt. Carpenter and Business Manager Katie Isernio of the Monomoy Regional School District provided a Power Point presentation of the FY20 draft budget. Supt. Carpenter discussed that there is a significant driver of Special Education Out of District costs resulting in an overall 3% budget increase and without that increase the remainder of the budget increases at 1.96%. He noted that this is a reduced staff budget (8.5 full time employees) without any reduction in services or programs. He further discussed other items affecting the budget including health insurance, bus transportation, contract negotiations and noted that declining enrollment in Chatham is responsible for a minimum contribution shift towards Harwich. The presentation addressed state aid, enrollment trends, the strategic plan, teacher contract negotiations, employee benefit costs, class sizes, school choice, bus transportation contract and costs, curriculum changes, building maintenance, and personnel costs. He reported that the total budget is \$40,901,482 with Harwich's assessment going up by \$638,961 and Chatham's assessment going down by \$155,764 which is driven by the enrollment. Supt. Carpenter and Ms. Isernio took questions and comments from the Board and Finance Committee on these topics. The Board asked to be provided with the true costs from soup to nuts for bus transportation.

- B. Wastewater Updates – Memorandum of Understanding with Department of Environmental Resources and the Harwich Conservation Trust; Cold Brook project; Dennis / Harwich/ Yarmouth – David Young – CDM Smith

Mr. Young and Mr. Giudice, Project Manager for Phase 2, provided a Power Point presentation noting that they are on schedule and on budget. He stated that we submitted a complete SRF application to DEP for SRF funding and are working closely with DEP on it. He stated that they had a hearing on January 16 before the Conservation Commission for two of the pumping stations and will be back before them on February 6. He noted that they will have to go before the ZBA for variances for two of the pumping stations due to setback issues. He stated that they have been having regular meetings with Chatham. Mr. Young reported that the Town received a letter from DEP based on the application that we probably qualify for a 0% interest loan rather than a 2% loan and that is good news.

Mr. Young provided a Power Point presentation of the Cold Brook Eco-Restoration Project which included a plan developed over the last year working with DER, HCT, DEP, the Town and CDM Smith. He noted that this conceptual plan will ultimately move forward and be designed with a lot of details still to be worked out such as the depth of the ponds and this meets the Town's goal of trying to get from 30% to over 50% nitrogen removal. He said they have drafted a Memorandum of Agreement that has been sent to HCT as the owner as well as DER who are reviewing. He said the biggest discussion items now are the term of the agreement and the cost sharing. He said the HCT is working with DER who is in the process of procuring the final designer for this project. He noted that construction is expected to start in the Fall of 2020. They took questions and comments from the Board regarding mitigation monitoring.

Mr. Young provided a further Power Point presentation on the Dennis/Harwich/Yarmouth Clean Waters Partnerships including a cost overview which he commented was very positive. He discussed how the three communities would tie in to this project from a flow aspect with Harwich sending a little under a million gallons. He discussed the significant savings for Harwich to participate in this three town partnership and added that we are very close to having an agreement.

NEW BUSINESS

- A. Authorization for the Town Administrator to execute all Sewer Collection System – Phase 2 SRF grant and/or loan activities

Mr. MacAskill asked to table this item until the Town Administrator returns and the Board agreed.

- B. Request to approve and sign the Green Communities Designation Grant Project Application

Mr. MacAskill moved to approve the Town of Harwich application for Green Communities Designation Grant for \$152,910 and to sign the required certificate of application as presented by Sean Libby the Facilities Manager. Mr. McManus seconded the motion. Mr. MacAskill clarified that the application is for a boiler at the library. The motion carried by 4-0-0 vote with Mr. Howell not present for the vote.

- C. Fire Chief amended request - Capital Plan for Fire Department Vehicle Replacement

Chief Clarke outlined the summary of his request dated January 28th as follows:

The fire department would like to re-structure the capital plan to combine the replacement on an engine and ladder with a single multi-purpose quint (combination engine and aerial device). This vehicle would have the capabilities of both an engine and ladder. This change would involve the removal of the Engine from this year's plan, moving the ambulance a year forward for FY21 and eliminating the ladder replacement in FY24. A new capital request for \$1,000,000 would be added to FY21. This plan offers the department some additional capabilities by combining two functions into one vehicle while maintaining its ISO rating and operational effectiveness. This plan also offers the town some financial relief by removing \$600,000 from FY20 and \$1.4 million from FY24. Additionally, this plan reduces the Fire Department Fleet by one vehicle and offers

additional savings on equipment replacement and maintenance due to having to equip one less vehicle.

Mr. MacAskill moved to support the Fire Chief's request to amend the Capital Plan as presented. Mr. Ballantine seconded the motion and the motion carried by a unanimous vote.

D. Wastewater Support Committee request to approve resident mailing

At Ms. Donahue's request, Mr. MacAskill moved that we approve the resident mailing as presented by the Wastewater Support Committee for phase 2 wastewater system so long as the money is available. Mr. Howell seconded the motion and the motion carried by a unanimous vote.

E. Request from Community Development Partnership for letter of support for Block Grant – Authorize the Chair to sign

Mr. MacAskill moved to approve the request from Community Development Partnership for a letter of support for the Block Grant and authorize the Chair to sign. Mr. McManus seconded the motion and the motion carried by a unanimous vote.

F. Preliminary Draft Warrant

Mr. MacAskill asked that the Chair work through the Town Administrator and if we have to modify this by Friday, that we have a special meeting by then. Mr. Howell said the agenda posting doesn't indicate that we would be taking out or changing articles and he agreed with Mr. MacAskill that a special meeting should be held. Mr. McManus suggested holding the meeting on Thursday evening and the Board agreed. Chairman Kavanagh said she would speak to Mr. Clark in the morning.

G. "Encourage all to participate – gender neutral terminology" – request for Harwich to change the name from Board of Selectmen to "Select Board"

Ms. Amy Harris said she would like more people to participate in government and that is why she put this forward as it is more encompassing, inclusive and welcoming. She discussed other towns that have done this already. Mr. DeCosta commented to the Board that if they are going to consider doing this that they form a committee as there are a lot of implications here and Mr. Howell agreed. The Board took comments from Donna Richardson in support of the request. Mr. McManus commented that although he believes looking into this is worthwhile, we shouldn't do anything off the cuff. The Board took comments from Judith Winters who also spoke in support of the request. Mr. Howell moved to refer this to the Charter Committee. Mr. McManus seconded the motion and the motion carried by a unanimous vote.

H. Cornelius Pond Purchase and Sale Agreement (P&S) and Conservation Restriction (CR) – *sign Purchase and Sale Agreement*

Chairman Kavanagh said this item is being held and she will ask Mr. Clark to put this on the agenda for Executive Session next week.

- I. Participation in the FY 19 Truro Regional CDBG Grant – *approve and authorize the Chair to sign*

Mr. MacAskill asked to hold on this item as an acronym was used on the agenda item and it has to be spelled out per the Attorney General's office.

- J. Request from Jack Sheeran of Freedom Cruise Line to increase the number of passengers per trip on the Freedom Ferry from 80 to 99

Mr. Sheeran discussed the increase in the Freedom Ferry use noting that they have had a record year. He noted that they are sold out for 39% of the trips. He stated that they have a limit of 80 passengers on their license and that was put in place in the mid 1990's and the Steamship Authority has approved him for 99 and he has approached the Coast Guard to increase his certificate of inspection number. He said his plan for the parking is to use his lot across the street for overnight parking. Mr. McManus moved to approve his request. Mr. Ballantine seconded the motion. Mr. Rendon spoke in support of the request. The motion carried by a unanimous vote.

TOWN ADMINISTRATOR'S REPORT

- A. Saquatucket RFP (final version)

Mr. Lawton noted that the Saquatucket RFP is out on the street.

- B. Mass Office on Disability Project Grant

Mr. Lawton reported that the \$250,000 grant was not approved.

- C. MassWorks Sidewalk - follow up on denial

Mr. Lawton said he believes this was a denial but didn't know what the follow up was supposed to be.

- D. Departmental Reports

There was no discussion on this item.

ADJOURNMENT

Mr. Ballantine moved to adjourn at 10:02 p.m. Mr. McManus seconded the motion and the motion carried by a unanimous vote.

Respectfully submitted,

Ann Steidel
Recording Secretary



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

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

Fee: \$ New application Renewal _____

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

Business Name Mobile Mixers Phone 508-776-9003

Business Address 106 Stephen Dr. Chatham MA 02633

Mailing Address 106 Stephen Drive Chatham MA 02633

Email Address rory@capecodmobilemixers.com

Name of Owner Rory Nickerson / Mike Doherty

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

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

Rory Nickerson / owner
Signature of applicant & title

Fed ID # 18597177
Social Security # or Federal I.D. #

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

Rory Nickerson
Signature of individual or corporate name

By _____
Corporate officer (if applicable)

REGULATORY COMPLIANCE FORM

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

[Signature]
Building Commissioner

[Signature]
Board of Health

[Signature]
Fire Department

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

FW: Application for Hawkers and Peddlers License - Alcoholic Beverages

Ann Steidel

Thu 1/24/2019 3:28 PM

To: Ann Steidel <asteidel@town.harwich.ma.us>;

*Ann Steidel
Support Staff Supervisor
Board of Selectmen/Town Administrator's Office
Town of Harwich
732 Main Street
Harwich, MA 02645
Phone 508-430-7513 x2
Fax 508-432-5039*

From: Cape Cod Mobile Mixers [mailto:rory@capecodmobilemixers.com]

Sent: Thursday, January 24, 2019 3:05 PM

To: Ann Steidel <asteidel@town.harwich.ma.us>

Cc: Christopher Clark <cclark@town.harwich.ma.us>; Chief David J. Guillemette <dguillemette@harwichpolice.com>; Sandy Robinson <srobinson@town.harwich.ma.us>; Meggan Eldredge <meldredge@town.harwich.ma.us>; Julie Kavanagh <jkavanagh@townofharwich.us>; mike doherty <mike@capecodmobilemixers.com>

Subject: Re: Application for Hawkers and Peddlers License - Alcoholic Beverages

We would like to clarify that Mobile Mixers as an LLC has existed since 2016 as a beverage service that supplied T.I.P certified bartending and a bar rental service for private home owners. Our intentions moving forward was to obtain the Hawkers and Peddlers license in order to obtain the town concession contracts. By doing so our hopes were to start a mobile coffee bar with small food items utilizing our already existing mobile trucks.

On Thu, Jan 24, 2019, 1:53 PM Cape Cod Mobile Mixers <rory@capecodmobilemixers.com> wrote:

Yes, We confirm that we will be only be selling non alcoholic beverages. We also confirm that we will have have no alcohol of any kind in our trucks.

Rory Nickerson
Michael Doherty
Mobile Mixers

On Thu, Jan 24, 2019, 1:48 PM Ann Steidel <asteidel@town.harwich.ma.us> wrote:

Your website states that you are a mobile bar. Are you saying that you:

1. have no alcohol of any kind on your mobile truck, that includes beer & wine and
2. only serve non-alcoholic beverages.

Please confirm.

Ann Steidel
Town of Harwich

From: Cape Cod Mobile Mixers <rory@capecodmobilemixers.com>

Sent: Thursday, January 24, 2019 1:53:17 PM

To: Ann Steidel

Cc: Christopher Clark; Chief David J. Guillemette; Sandy Robinson; Meggan Eldredge; Julie Kavanagh; mike doherty

Subject: Re: Application for Hawkers and Peddlers License - Alcoholic Beverages

Hi Ann,

We intend to fully cooperate and uphold all of the town liquor and beverage laws and guidelines. We will be providing only non alcoholic beverages such as coffe, soda, and water. Please let us know if you need anything further. Thanks!

On Thu, Jan 24, 2019, 10:38 AM Ann Steidel <asteidel@town.harwich.ma.us> wrote:

Our office is in receipt of your application for a Hawkers and Peddlers license to peddle alcoholic beverages in the Town of Harwich. Before such an application can even be considered in Harwich, we would need to know how you intend to satisfy the alcoholic beverages licensing requirements. Please respond with your intentions.

Regards,

*Ann Steidel
Support Staff Supervisor
Board of Selectmen/Town Administrator's Office
Town of Harwich
732 Main Street
Harwich, MA 02645
Phone 508-430-7513 x2
Fax 508-432-5039*

FW: Town of Harwich - Mobile Mixers

Sandy Robinson

Tue 1/22/2019 8:32 AM

To: Ann Steidel <asteidel@town.harwich.ma.us>;

FYI – Opinion re: Mobile Mixers

*Sandra Robinson
Selectmen/Administrator's Office
Town of Harwich
srobinson@town.harwich.ma.us
(508) 430-7513 ext. 3320*

From: Brian Riley [mailto:BRiley@k-plaw.com]
Sent: Monday, January 21, 2019 11:49 AM
To: Sandy Robinson <srobinson@town.harwich.ma.us>
Cc: Christopher Clark <cclark@town.harwich.ma.us>; John Giorgio <JGiorgio@k-plaw.com>
Subject: Town of Harwich - Mobile Mixers

Hi, Sandy – I looked into the question below. Unless there is more to this business than the website lets on, it appears that it only involves the sale of alcohol (and not food) at specific events. It may be that different events involve a sale per drink to attendees and/or one person paying to supply an “open bar” (a wedding reception, for example). In either case, however, it is my opinion that this is only permitted if the business has a license to sell alcohol pursuant to G.L. c.138. I discussed this issue with the Executive Director of the ABCC as well. The ABCC issues a caterer’s license, which authorizes a caterer to sell alcohol at private events anywhere in the state; however, to receive a caterer’s license, the business must also prepare and sell food, with a food service permit from the local Board of Health. If this is not the case for Mobile Mixers, then in order for it to sell alcohol at an event in Harwich, it would be required to obtain a special license (also called a “one day” license) from the Board of Selectmen.

While Mobile Mixers should also obtain a hawker/peddler permit in order operate in Town, I recommend asking the owners how they intend to satisfy the alcoholic beverage licensing requirements. If they would come back to the Board for a one day license if they get hired for an event, they should be sure to give the Board sufficient time to consider and approve the application (special licenses do not require ABCC approval). If they tell you that they have a state license or do not require a license, however, we can evaluate that claim, but it will be best to have all parties on the same page before they attempt to work an event in Town.

If there are further questions, please let me know.

Very truly yours,

Brian Riley

Brian W. Riley, Esq.
KP | LAW
101 Arch Street, 12th Floor
Boston, MA 02110
O: (617) 654 1722

1/24/2019

FW: Town of Harwich - Mobile Mixers - Ann Steidel

F: (617) 654 1735
C: (617) 909 9084
briley@k-plaw.com
www.k-plaw.com

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From: John Giorgio
Sent: Wednesday, January 16, 2019 4:06 PM
To: 'Sandy Robinson' <srobinson@town.harwich.ma.us>
Cc: Christopher Clark <cclark@town.harwich.ma.us>; Brian Riley <BRiley@k-plaw.com>
Subject: RE: Town of Harwich

Hi Sandy

Brian Riley will get back to you on this.

John

John W. Giorgio, Esq.
KP | LAW
101 Arch Street, 12th Floor
Boston, MA 02110
O: (617) 556 0007
D: (617) 654 1705
F: (617) 654 1735
C: (617) 785 0725
jgiorgio@k-plaw.com
www.k-plaw.com

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From: Sandy Robinson [<mailto:srobinson@town.harwich.ma.us>]
Sent: Wednesday, January 16, 2019 3:23 PM
To: John Giorgio <JGiorgio@k-plaw.com>
Cc: Christopher Clark <cclark@town.harwich.ma.us>
Subject: Town of Harwich

Hi John:

I have attached an application for a company named Mobile Mixers – they are a mobile bar of sorts! We are at a loss as to what to do with them. Would you please look it over and let us know what they are able and not able to do in Harwich? Do they need a state catering license? Thank you for your help (you can google them)

Sandra Robinson
Selectmen/Administrator's Office
Town of Harwich
srobinson@town.harwich.ma.us
(508) 430-7513 ext. 3320

OFFICE OF THE TOWN ADMINISTRATOR

Phone (508) 430-7513


Fax (508) 432-5039

Christopher Clark, *Town Administrator*

732 MAIN STREET, HARWICH, MA



MEMO

TO: Board of Selectmen 

FROM: Christopher Clark, Town Administrator

RE: Utility Hearing October – 6 Northern Avenue

DATE: February 25, 2019

On February 13, 2019, a Utility Hearing was held per the request of Eversource (NStar Electric). The request was to install underground electrical service and one handhold at 6 Northern Avenue in Harwich. At that time there was a question as to whether or not this matter needed a review by the Conservation Department because of possibility of the area being on a floodplain. As a result, this hearing was tabled to a later date.

In the meantime, the Conservation Department determined that there was no need to conduct a review and the Hearing was scheduled to re-convene on February 25, 2019. There were no abutters in attendance and hearing no objections to the work to be done, I recommend that the Board approve Eversource's request so that they can begin work as soon as possible.

TOWN OF HARWICH
NOTICE OF PUBLIC HEARING
February 13, 2019

Pursuant to M.G.L. Ch. 166, § 22, the Town Administrator will hold a Public Hearing at **10:00 AM on Wednesday, February 13, 2019** in the Harwich Town Hall Library, 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:

6 NORTHERN AVENUE, HARWICH

**PROPOSED: Install 40' of cable and conduit and one handhole
#33/H7A in town road**

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.

Christopher Clark
Town Administrator

Cape Cod Chronicle
January 24, 2019

**PETITION FOR
UNDERGROUND CABLE AND CONDUIT LOCATIONS**

WO#2297340

Barnstable, Massachusetts

December 20, 2018

To the Board of Selectmen for the Town of Harwich, Massachusetts.

NSTAR ELECTRIC COMPANY d/b/a EVERSOURCE ENERGY

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

6 Northern Ave, Harwich –

To install approximately 40' of conduit and cable and 1 handhole#33/H7A in town road.

Wherefore it prays that after due notice and hearing as provided by law, it be granted a location for and permission to install and maintain underground cables, conduits, and manholes, together with such sustaining and protecting fixtures as it may find necessary, said underground cables, conduits, and manholes to be installed in accordance with the plan files herewith marked Plan No. 2297340 Dated November 20, 2018.

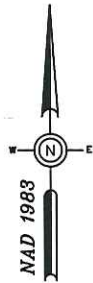
NSTAR ELECTRIC COMPANY d/b/a EVERSOURCE ENERGY

By



**Right of Way Agent
Jessica S. Elder**

Plan to accompany petition of EVERSOURCE ENERGY
 To install approximately 40'± of conduit in public road from 33/7
 to provide electric service for customer at 6 NORTHERN AVE.



P

PARCEL ID: 6-E6-25-0
 6 NORTHERN AVE
 MEELIN LLC

PARCEL ID: 6-E5-23-0
 10 NORTHERN AVE
 GREENE, CAROLINE D

NORTHERN AVE

APPROX. R.O.W.

1-4" SCHED 80 33/H7B
 LF=40'±

EDGE OF ROAD

1-4" SCHED 80
 LF=40'±

EDGE OF ROAD

33/7 ● ⊕ 33/H7A

33/6

APPROX. R.O.W.

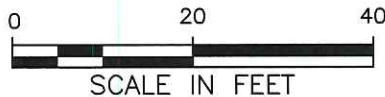
PARCEL ID: 6-G5-5-0
 5 NORTHERN AVE
 DOHERTY, JOAN B

PARCEL ID: 6-G5-6-0
 7 NORTHERN AVE
 WOLF, MARTHA J ET ALS
 WALTHALL, NANCY &
 SHIFRIN, EMILY

COTTAGE AVE

LEGEND

- ⊕ Proposed Hand Hole
- ⊗ Existing Hand Hole
- Proposed Conduit
- - Existing Conduit
- Proposed Pole
- Existing Pole
- M Proposed Multitap
- ⊠ Proposed Manhole



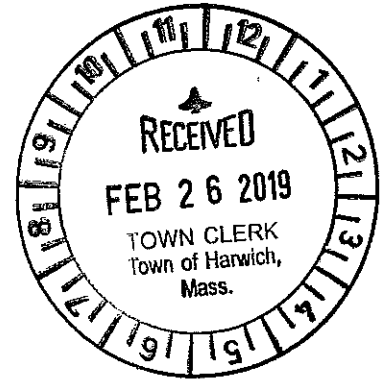
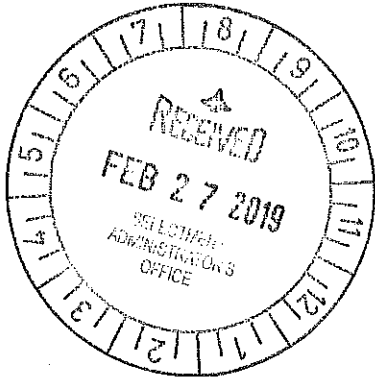
BY YOUR USE OF THE INFORMATION CONTAINED IN THIS MAP, YOU AGREE THAT NO WARRANTY OF ANY KIND, EXPRESS OR IMPLIED, IS GIVEN WITH RESPECT TO THE INFORMATION. NEITHER NSTAR ELECTRIC COMPANY, NSTAR GAS COMPANY NOR ITS PARENTS, AFFILIATES, OFFICERS, DIRECTORS, SHAREHOLDERS, EMPLOYEES OR AGENTS (COLLECTIVELY 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 #	2297340	NSTAR EVERSOURCE ELECTRIC d/b/a 1165 MASSACHUSETTS AVE. DORCHESTER, MASS. 02125
Ward #		
Work Order #	2297340	
Surveyed by:	-	Plan of NORTHERN AVENUE
Research by:	PG	HARWICH
Plotted by:	PG	Showing PROPOSED CONDUIT LOCATION
Proposed Structures:	TL	
Approved:	A DEBENEDICTIS	Scale 1"=20' Date NOVEMBER 20, 2018
P#		SHEET 1 of 1



Sharon Pflieger
7 Little Shaver Ln
Harwich, MA 02645

February 26, 2019

~~Board of Selectmen~~ *SP*
Town Clerk, Anita Doucette
Town of Harwich 732
Harwich, MA 02645

Re: Letter of Resignation from the Wastewater Support Committee

For personal reasons, I am submitting my resignation to the Wastewater Support Committee effective immediately.

Thank you for giving me the opportunity to serve the Town of Harwich.

Sincerely,

Sharon H Pflieger
Sharon Pflieger

Cc: Anita Doucette, Town Clerk

INTERVIEWS – Wednesday, February 27, 2019

<u>TIME</u>	<u>APPLICANT:</u>	<u>VACANCY</u>	<u>TERM</u>
9:00 am	Kathy Teahan	Harwich Cultural Council 4 full vacancies	Propose Appointment to Full Position. Term to expire 2020
9:15 am	Christine Banks	Harwich Cultural Council 4 full vacancies	Propose Appointment to Full Position. Term to expire 2020
9:30 am	Richard Kaiser	Bikeways Committee 3 full vacancies	Propose Appointment to Full Position. Term to expire 2021
10:00 am	Laurinda Raquel	Harwich Cultural Council 4 full vacancies	Propose Appointment to Full Position. Term to expire 2021
10:15 am	James Armstrong	Board of Appeals 2 alternate vacancies	Propose Appointment to Alternate Position. Term to expire 2021

**Selectmen's Interview/Nominations Subcommittee
Selectmen's Office, Town Hall
Wednesday, February 27, 2019
9:00 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. Cultural Council
3. Board of Appeals (alternate)
4. Bikeways 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: February 21, 2019

3225 MAIN STREET • P.O. BOX 226
BARNSTABLE, MASSACHUSETTS 02630



CAPE COD
COMMISSION

(508) 362-3828 • Fax (508) 362-3136 • www.capecodcommission.org

February 20, 2019

Ms. Julie Kavanagh
Select Board Chair
Town of Harwich
732 Main Street
Harwich, MA 02645

Dear Ms. Kavanagh,

The Cape Cod and Islands Water Protection Fund (the Fund) was created when Governor Baker signed the short-term rentals bill (Chapter 337 of the Acts of 2018) on December 28, 2018. The Fund was created to help cover the cost to Cape residents of implementing Cape Cod's 208 Area Wide Water Quality Management Plan and to offer Dukes County and Nantucket County communities a financial tool to help with their wastewater abatement plans. The Cape Cod and Islands Water Protection Fund is a dedicated fund within the state's Clean Water Trust and is administered by the Clean Water Trust. To ensure there is local oversight of the Fund, the legislation established the Cape Cod and Islands Water Protection Fund Management Board.

Chapter 337 stipulates that the management board duties include 1) determining the method for subsidy allocation, including but not limited to, an equitable distribution among participating municipalities; and 2) ensuring that money from the Water Protection Fund is spent only for purposes identified in the Act.

The Board of Selectmen or Town Council in a town that is a member of the Fund (as of passage of the Act all 15 Barnstable County towns are members) shall appoint one member to the management board. In accordance with the requirements of the Act, each appointee shall be a member of the respective appointing authority, a town manager, town administrator or other municipally employed professional staff. Each member of the management board shall serve for a term of 3 years. All towns within Barnstable County, Dukes County and Nantucket County are invited to attend meetings of the Management Board, regardless of having determined if they'll join the Fund.

The Act calls for the Cape Cod Commission, in consultation with the Martha's Vineyard Commission, to provide administrative and technical support to the management board. Please appoint the Town of Harwich representative to the management board and forward his/her contact information directly to me by April 5, 2019. Attached please find a copy of the signed legislation and a Cape Cod and Islands Water Protection Fund Frequently Asked Questions document prepared by Senator Julian Cyr's office.

If you have any questions, please do not hesitate to contact me.

Sincerely,


Kristy Senatori
Executive Director

cc: Christopher Clark, Town Administrator, Town of Harwich
Senator Julian Cyr
Representative Sarah Peake
Susan Perez, Executive Director, Massachusetts Clean Water Trust
Commissioner Martin Suuberg, Massachusetts Department of Environmental Protection
Adam Turner, Executive Director, Martha's Vineyard Commission

Cape Cod and Islands Water Protection Fund FAQ

Updated 1/28/2019

The Cape Cod and Islands Water Protection Fund was signed into law as part of the short term rentals bill by the Governor on December 28th:

<https://malegislature.gov/Laws/SessionLaws/Acts/2018/Chapter337>

For information on the short term rental legislation implementation here is a link to the Department of Revenue's FAQs: <https://www.mass.gov/info-details/short-term-rentals-frequently-asked-questions>

The creation of the fund was a priority for the entire Cape & Islands Legislative Delegation. The delegation is hopeful the fund will bring significant state support to all participating municipalities in the region to address wastewater needs and environmental stewardship.

This FAQ is our best attempt to provide information and answer questions relative to the intent of the law and its forthcoming implementation. Further guidance will be provided as it becomes available.

Does Cape Cod have a problem with its water quality?

Yes, there is a very serious problem.

Cape Cod's water quality is degrading and impaired due to excess nitrogen in embayments and water bodies. According to an October 2017 Cape Cod Times editorial, the peninsula's 125,000 septic systems cause 85 percent of the nitrogen pollution in the region's waters, followed by 10 percent caused by residential and commercial use of pesticides and storm runoff contributing 5 percent. The islands of Martha's Vineyard and Nantucket face similar levels of nitrogen pollution.

Available studies indicate that Cape Cod's embayments and estuaries need a 87 percent reduction of nitrogen to meet U.S. Environmental Protection Agency (EPA) clean water standards.

What is the effect of the current nitrogen pollution in our waters?

Nitrogen pollution is depleting oxygen for fish, smothering eel grass and shellfish beds, and creating noxious mats of algae on beaches. Algae and bacteria proliferate by feeding on the nitrogen, choking the waterways with green and brown sludge and killing aquatic life.

Excess nitrogen causes beach closures and marine habitat destruction, which threatens the shellfishing industry and tourist economy. Severe cases of nitrogen pollution have led to major fish kills in the Waquoit and Popponesset embayments on Cape Cod.

How did this happen?

Cape Cod is a victim of its popularity and geology. Currently there are 125,000 septic systems across Cape Cod – which is 20 percent of the septic systems in the Commonwealth. Due to Cape Cod's sandy and porous soil, nitrogen travels from septic systems and ends up in marine and fresh water ecosystems. Even when septic systems are removed, nitrogen remains in the soil and continues to impact Cape waters.

In 1978, the wastewater plan for Cape Cod concluded that Title 5 septic systems were an adequate form of wastewater disposal for the region's development. Therefore, towns chose not to install sewers when the federal government offered help to subsidize the cost.

Unfortunately, the septic systems were not able to properly handle Cape Cod's economic and development boom of the 1980s and 1990s, and, as a result, excessive loads of nitrogen in marine water have polluted the region's water ecosystems.

Due to the degraded water quality, there was a lawsuit filed by the Conservation Law Foundation in 2011 to enforce the Clean Water Act. What is the summary of the suit?

The Conservation Law Foundation sued the EPA alleging that since 1978 the agency had violated its mandatory duty to require regular annual updates to the Cape Cod Regional 208 Wastewater Plan. The lawsuit alleged that the failure of the EPA to enforce the Clean Water Act resulted in severe nitrogen pollution to Cape Cod's surface water, ponds and bays.

What was the result of the lawsuit?

In 2015, a settlement agreement was approved that, in part, had the Commonwealth of Massachusetts direct the Cape Cod Commission to work with the 15 Cape towns to create an updated 208 wastewater plan. The state also granted the Commission \$3.35 million to update the areawide plan.

In addition, the EPA approved the Commonwealth's designation of all 15 Cape Municipalities as Wastewater Management Agencies. This means that all ***Cape Cod towns are legally mandated to develop and build wastewater management systems to clean-up nitrogen pollution***, with the goal of ensuring the updated 208 Plan is effective on a regional basis. In effect, all towns are responsible for the Cape-wide clean-up.

What is the current status of the legal settlement?

The lawsuit was stayed as long as there was a proper update and implementation of an updated 208 Plan.

To meet the legal mandate, the Cape Cod Commission developed and drafted a comprehensive 208 Plan Update. It is a watershed-based approach to restore embayment water quality on Cape Cod. This plan was approved by Massachusetts Department of Environmental Protection (MassDEP), certified by Governor Charlie Baker in June 2015, and approved by the EPA in September 2015.

Under the settlement, the EPA committed in 2015 to assess the actions taken in the first six years of the updated 208 Plan implementation to see if further action is needed.

In addition, progress is being closely monitored by the Conservation Law Foundation, the plaintiff – *insufficient action by Cape towns could lead to the plaintiff to petition the judge for court-ordered solutions.*

How much will the nitrogen pollution clean-up plan, also known as the “208 Plan Update” cost across Cape Cod?

There is a very steep price tag for eliminating or reducing nitrogen pollution in Cape Cod waters – the estimate by the Cape Cod Commission is \$4 billion over 50 years. Here is the breakdown of the \$4 billion under the 208 plan:

- Property taxpayers and businesses will pay for 50 percent of the clean-up, or \$2 billion.
- The State agreed to fund 25 percent, or \$1 billion of the clean-up
- The Federal Government is estimated to also pay 25 percent or \$1 billion.

What is the purpose of establishing the Cape Cod and Islands Water Protection Fund?

The Cape Cod and Islands Water Protection Fund (CCIWPF) was created to capture \$1 billion in state revenue to help Cape Cod towns pay for upgrading their wastewater plans. By assessing a 2.75% excise tax on traditional lodging and short term rentals, visitors to the region would help contribute toward the steep price of wastewater upgrades needed to accommodate the population surge during the summer season. Once realized, the fund will provide \$1 billion in property tax relief to property owners and businesses toward the \$4 billion price tag.

The CCIWPF will help cover the cost of implementing Cape Cod’s comprehensive 208 Plan as well as offer Martha’s Vineyard and Nantucket a financial tool to help with their wastewater abatement plans.

It is important to note that Martha’s Vineyard and Nantucket are not part of the EPA lawsuit settlement agreement. However, both islands have similar wastewater challenges,

so they were included in the CCIWPF to give them access to state revenue to help with their wastewater management plans.

The CCIWPF was created by a diverse set of stakeholders including local officials, environmental groups, business leaders, the Cape Cod Chamber of Commerce, the Martha's Vineyard Commission and the Cape and Islands Legislative Delegation. The CCIWPF will take significant steps to address a critical environmental problem, will help fulfill the legal agreement reached in the Conservation Law Foundation lawsuit vs. EPA, and will allow a billion dollars in property tax relief.

What is the CCIWPF?

The CCIWPF is a dedicated fund within the state's Clean Water Trust set up to solely benefit communities on Cape Cod, Martha's Vineyard, and Nantucket. The fund is administered by the existing Clean Water Trust and overseen by a management board comprised of representation from every member town from the region.

Who are members of the CCIWPF?

Under the law, each participating town appoints one member to the Cape Cod and Islands Water Protection Fund Management Board. Currently, all 15 Cape Cod towns are members of the CCIWPF Board due to the legal mandate to have an updated 208 Plan.

The towns on Martha's Vineyard and the town of Nantucket will become members once the towns have a wastewater management plan that is approved by MassDEP.

How can towns on Martha's Vineyard and the town of Nantucket join the CCIWPF?

The provisions in the law, relevant to the town of Nantucket and the towns in Dukes County, states that any of those seven municipalities can opt-in to membership in the fund and begin assessment of the 2.75% excise tax on room occupancy in their town, if they have an active 208 Plan, or an approved "208 Plan equivalent" by the MassDEP.

MassDEP will work with the six towns on Martha's Vineyard and the town of Nantucket to establish a criteria for those towns to receive approval of an "equivalent" plan. Once MassDEP has approved their plan, a town is eligible to become a member of the CCIWPF Board. MassDEP will approve a town's plan if the town makes the request to the agency and will work collaboratively with the municipality.

When a town becomes a member of the CCIWPF, the town should then check with Jennifer Desimone at desimonej@dor.state.ma.us, who is with the Massachusetts Department of Revenue, to confirm when to commence the assessment of the excise tax.

How are members appointed to the CCIWPF Board?

The law states that CCIWPF Board members are appointed by Board of Selectmen or Town Council and that an appointee can either be a town manager, town administrator or other municipally employed professional staff, or a member of that respective appointing authority,

The executive director of the Cape Cod Commission, the executive director of the Martha's Vineyard Commission and the town manager of the Nantucket shall serve as non-voting members of the board.

The members of the board each serve a three year term. The members of the management board are tasked with selecting a member to serve as chairperson and vice-chairperson for a term established by a vote of the management board.

How is the CCIWPF Board staffed?

The Cape Cod Commission, in consultation with the Martha's Vineyard Commission, is tasked with providing technical and administrative support to the board. The commissions may be compensated for its associated costs by a vote of the management board.

What are the duties of the CCIWPF Board?

The management board duties are limited to determining the method for subsidy allocation, including but not limited to, an equitable distribution among participating municipalities for projects and debt relief. The Board ensures that monies from the fund are spent only for the purposes listed in the law.

Is there a process to ensure that revenue for projects and debt relief is evenly distributed to participating towns across the Cape and Islands?

Yes, that responsibility will rest with the CCIWPF management board.

What will be the sources of revenue for the fund?

The initial source of revenue for the CCIWPF will come from a 2.75% excise tax that will be automatically imposed on rooms rented in a bed and breakfast establishment, hotel, lodging house, short term rental or motel located within a municipality that is a member of the CCIWPF.

The CCIWPF can also receive revenue from multiple sources, including the state and federal government via grants or appropriations, to improve water quality on Cape Cod, Martha's Vineyard and Nantucket.

How do I know when a 2.75% excise tax is assessed on my lodging establishment or short term rental?

All 15 Barnstable County towns are already automatically enrolled in the CCIWPF and the 2.75% excise tax will be assessed on all vacation lodging rentals.

The legislative intent was for the excise tax to automatically apply to a short-term rentals starting July 1, 2019 for which a rental contract was entered into on, or after, January 1, 2019. In addition, the excise would be applied to all traditional lodging establishment rentals for room rented starting July 1st,¹

For more information on tax collection, please see the DOR FAQs:

<https://www.mass.gov/info-details/short-term-rentals-frequently-asked-questions>

Currently, Martha's Vineyard and Nantucket are not members of the CCIWPF as they were not part of the 2011 Conservation Law Foundation lawsuit. Once these towns chose to opt-in to the CCIWPF, then the 2.75% excise tax will be assessed on all occupancy in the member towns.

Why implement the additional 2.75% excise tax?

With the steep price tag for the wastewater management plans, the Cape and Islands legislative delegation searched for a way to fund the Commonwealth's commitment to fund \$1 billion of the estimated \$4 billion cost for clean-up on Cape Cod. The 2.75% additional excise is the same surcharge that the state has used to finance convention centers in Boston, Worcester, and Springfield.

As an international tourist destination, towns on Cape Cod, Martha's Vineyard, and Nantucket see a seasonal population influx that doubles—and in some cases triples—the cost of wastewater management solutions.

The law draws on the reciprocal relationship between tourism and the environment to enable the region to address growing concerns around water quality by allowing municipalities on Cape Cod, Martha's Vineyard, and Nantucket to use the proceeds of the 2.75% excise tax to contribute to the CCIWPF, which will provide an appropriate avenue to fund crucial wastewater infrastructure projects in the region.

¹ The statute will be updated with specific language to ensure that July 1, 2019 is the date when all vacation lodging will start collecting the CCIWPF excise tax.

How will the revenue in the fund be disbursed?

The Clean Water Trust, after receiving project approvals and recommendations from the Management Board of the Cape and Islands Water Protection Fund, will apply or disburse the revenue to recommended wastewater abatement projects.

The revenue will provide subsidies and other assistance, which may include principal forgiveness, to local governmental units and other eligible borrowers in the payment of debt service costs on loans and other forms of financial assistance made by the trust for water pollution abatement projects in municipalities that are members of the fund.

Amounts credited to the fund will be expended or applied only with the approval of the CCIWPF Management Board and in a manner determined by the board.

Will the CCIWPF revenue replace or duplicate the Clean Water Trust revenue that towns or watersheds are already receiving or applying for their wastewater management plans?

No. CCIWPF is meant to supplement any revenue received from the Commonwealth's State Revolving Fund (SRF) – this distinction is critically important. The statute was written to ensure that current funding levels for the Cape Cod, Martha's Vineyard and Nantucket would not be jeopardized.

Proceeds of the fund cannot be used to offset or otherwise replace contract assistance funds or reserve funds used for pool financing.

What is the existing SRF criteria and will that criteria change with the addition of the CCIWPF?

The existing SRF selection criteria rate projects on the basis to which they resolve existing water quality problems and achieve regulatory compliance with water quality standards. Additional considerations are the extent to which a project is the result of an enforcement action, the degree to which the project reflects a regional or inter-municipal effort and the ability to the community to afford the rate impacts of the project.

The CCIWPF does not impact upon the project selection criteria and has no effect on projects funded by the SRF.

What sort of projects would qualify for funding? Is this only for pipes and pumps?

The 208 Plan projects or suitable equivalent plans eligible for CCIWPF revenue are not limited only to pipes and pumps. Water pollution abatement projects that are eligible for subsidies and other assistance may include the utilization of innovative strategies and

alternative Title V technologies that result in nutrient reduction for marine and fresh waters.

There is language in the law that specifically mentions projects can include innovative technologies and approaches such as aquaculture and dredging. With over 125,000 septic systems across the Cape and Islands, the legislation ensures that Title V upgrades and alternative septic technologies are also eligible for funding.

What about the towns on the Cape Cod, Martha's Vineyard and Nantucket that have addressed wastewater issues?

A top priority for this proposal was to ensure that towns that implemented wastewater abatement projects before the Conservation Law Foundation lawsuit in 2011, or the passage of this statute, were not penalized for their advance planning.

Therefore, the law allows for debt service by the CCIWPF to provide subsidies and other assistance with respect to debt incurred prior to the establishment of the CCIWPF in Barnstable, Chatham, Edgartown, Falmouth, Nantucket, Oak Bluffs, Provincetown, and Tisbury for water pollution abatement projects.

What if a town does not want to participate?

According to the law, a municipality that is a member of the CCIWPF, "...shall not withdraw from the fund until 1 year after the effective date of this act."

Once a year has passed, towns are allowed to opt-out by a two-thirds vote at a town meeting. However, if a town participates in the CCIWPF and receives financial assistance, it cannot leave until the financial arrangement is over.

What if a town opts-out of the CCIWPF – can it participate at a later date?

Any municipality that has withdrawn from the fund and votes, by majority vote of its legislative body, to return to the fund cannot receive money from the fund until at least two years from the date of its vote to do so.

AUTHORITY TO FILE

Whereas, the Town of Harwich, after thorough investigation, has determined that the work activity consisting of:

Sewer Collection System – Phase 2 (CWSRF 4424)

is both in the public interest and necessary to protect the public health, and that to undertake this activity, it is necessary to apply for assistance; and

Whereas, the Department of Environmental Protection (the "Mass DEP") and the Massachusetts Water Pollution Abatement Trust (the "Trust") of the Commonwealth of Massachusetts, pursuant to Chapter 21 and Chapter 29C of the General Laws of the Commonwealth ("Chapter 21" and "Chapter 29C") are authorized to make loans to municipalities for the purpose of funding planning and construction activities relative to Water Pollution Abatement Projects; and

Whereas, the Applicant has examined the provisions of the Act, Chapter 21 and Chapter 29C, and believes it to be in the public interest to file a loan application.

NOW, THEREFORE, BE IT RESOLVED by the **Town of Harwich** as follows:

1. That the **Town Administrator** is hereby authorized on behalf of the Applicant to file applications and execute agreements for grant and/or loan assistance as well as furnishing such information, data and documents pertaining to the applicant for a grant(s) and/or loan(s) as may be required; and otherwise to act as the authorized representative of the Applicant in connection with this application;
2. That the purpose of said loan(s), if awarded, shall be to fund construction activities.
3. That if said award is made the Applicant agrees to pay those costs which constitute the required Applicant's share of the project cost.

Friday, February 8, 2019	Article deadline – Warrant closes Noon deadline	Charter 2-2-1/Bylaw 1-101 2nd Friday in February by 12:00 Noon
Monday, February 11, 2019	TA presents budget and budget message to B O S and Fincom	Charter 9-2-4/on or before the 2nd Tuesday of February
Monday, February 18, 2018	MRSD School Vacation	
Tuesday, February 19, 2019	1 st draft Warrant to BOS (presented at meeting)	
Tuesday, February 19, 2019	Articles submitted to Finance Committee by B O S	General By-Laws I, § 271- 1.B. Not later than 14 days after article deadline
Monday, February 25, 2019	BOS required to submit final budget to Finance Committee	Charter 9-3-2 / on or before the 4th Tuesday of February
February 2019	MRSD to submit final line item budget to B O S and Fincom for inclusion in the ATM Warrant	
Saturday, March 2, 2019	Selectmen and Finance Committee Budget Presentations	
Monday, March 4, 2019	Joint budget/article hearing BOS/Finance Committee	
March, 2019	BOS reviews Warrant articles	
Monday, March 4, 2019	VOTE to sign <u>final</u> Annual Town Meeting Warrant	No new information or changes will be added to the Warrant after this date
Monday, March 4, 2019	Vote to open Special Town Meeting Warrant on Tuesday, March 12 and close on Thursday, March 14	All Special Town Meeting Articles must be received 40 days prior to STM
No later than Monday, March 18, 2019	Article funding review by B O S	
Monday, March 18, 2019	BOS votes Special Warrant BOS votes Ballot	
not later than Monday, March 25, 2019	FINCOM submits written recommendations on Budget/Warrant. Joint budget /article hearing with B O S and Fincom reconcillation	Charter 9-3-3/by March 31st
Not later than Monday, March 25, 2019	Fincom conducts one or more hearings on budget	Charter 9-3-3 by March 31st
March 25, 2019	Ballot to Town Clerk	
Monday, April 1, 2019	Send Warrant to Printer Send Warrant to Chronicle (April 18th publication)	Printer needs 2 weeks. Chronicle needs 1 week before publish date
Monday, April 15, 2018	MRSD School Vacation	
Friday, April 19, 2019	Warrants available for public distribution	Charter 2-2-2/14 days prior to Town Meeting
Monday, May 6, 2019	First night of Annual Town Meeting and Special Town Meeting	Charter 2-3-1/1st Monday in May
Tuesday, May 21, 2019	Annual Town Elections	Charter 8-1-1/3rd Tuesday in May

ACCEPT PROVISIONS OF M.G.L. CH. 64G SECTION 3A, LOCAL EXCISE TAX

ARTICLE 4: To see if the Town will vote to amend its acceptance of M.G.L. c. 64G, §3A by increasing the percentage of the local option room occupancy tax on rental of rooms in a bed and breakfast establishment, hotel, lodging house, short-term rental or motel from 4% to 6%, to take effect on July 1, 2019, and to act fully thereon. By request of the Board of Selectmen.

CHARTER AMENDMENTS – CAPITAL OUTLAY COMMITTEE

ARTICLE 37: To see if the Town will vote pursuant to M.G.L. c.43B, §10 to amend Chapter 9, Sections 5 and 6 of the Town Charter, which amendment will be subject to approval by the voters at the 2020 Annual Town Election, as set forth below, with strikethrough text to be deleted and bold text to be inserted:

CHAPTER 9. FINANCIAL PROVISIONS AND PROCEDURES

Section 5. Capital Outlay Committee

9-5-1 A capital outlay committee of 7 members shall be appointed for 3-year overlapping terms. Two members shall be appointed by the finance committee, 2 members shall be appointed by the board of selectmen, 1 member shall be appointed by the planning board, and 2 members shall be appointed by the town administrator.

9-5-2 The capital outlay committee shall assist the town administrator in the development of the capital outlay plan *to be adopted and/or amended each year at the Annual Town Meeting; and may, at the request of the Town Administrator and/or the Board of Selectmen, assist the Town Administrator in the preparation of a Capital Outlay Budget.*

Section 6. Capital Outlay Plan [Amended 5-23-2012 by Ch. 103 of the Acts of 2012] 9-6-1

The purpose of the 7-year capital outlay plan shall be to provide the town with a long-range forecast of the town's *major* capital improvement needs and to attempt to keep debt borrowing levels as even as possible from year to year.

9-6-2 A "capital outlay" shall mean the acquisition, construction or renovation of buildings, equipment or land having a total cost of ~~\$50,000~~ **\$100,000** during any budget year and planning funds for any such capital outlay *that may require a debt exclusion, a capital exclusion or a Proposition 2 1/2 override.*

9-6-3 The town administrator and the capital outlay committee shall submit a 7-year capital outlay plan to a joint public meeting of the board of selectmen and the finance committee during the month of December of each year.

9-6-4 The board of selectmen shall prepare articles to be included in the May annual town meeting warrant seeking adoption of the 7-year capital outlay plan and funding of the current year of the plan.

9-6-5 A simple majority vote of the town meeting shall be required to adopt the 7-year capital outlay plan as submitted. *Any amendment to a previously adopted Capital Plan shall require a two-thirds vote at the Annual Town Meeting.*

9-6-6 If any part of the current year of the plan receives funding support at the annual town meeting, but fails at any necessary debt exclusion, capital exclusion or proposition 2 1/2 override ballot votes, the unsupported portion shall be returned to the 7-year capital plan in year 1 of the next 7-year plan.

9-6-7 *With the exception of petition articles*, any article included in the annual or special town meeting warrant which requests a capital outlay as defined in section 9-6 2, but ~~which has not been recommended by the~~ **shall require approval of the** capital outlay committee, the board of selectmen and the finance committee **and all such proposed amendments shall require** a 2/3 majority vote of the town meeting, and to act fully thereon. By Request of the Board of Selectmen and the Bylaw Review Committee.

CHARTER AMENDMENTS – EX-OFFICIO MEMBER APPOINTMENTS

ARTICLE 38: To see if the Town will vote pursuant to M.G.L. c.43B, §10 to amend Chapter 7, Section 7 of the Town Charter, which amendment will be subject to approval by the voters at the 2020 Annual Town Election, by adding a new subsection 5 as set forth below, with strikethrough text to be deleted and bold text to be inserted:

7-1-5 Ex-Officio Appointments

In order to ensure that the terms of ex-officio appointees do not exceed the terms of their appointments by the sending official, board, commission or committee, all such appointments shall run for one year or less to end on June 30th of the then current fiscal year. In the event of a resignation or inability to serve by an ex-officio appointee either from the sending entity or as ex-officio appointee, the term of the replacement shall expire in accordance with the term of the original appointee. Any ex-officio appointment made by a board, committee or commission under the jurisdiction of Board of Selectmen shall be subject to approval by vote of 3 or more members of the Board of Selectmen.

And further to amend Chapter 7, Section 2, Item 7-2-2 of the General Provisions, Item (b) to read:

Elect necessary officers including ex-officio appointments under the jurisdiction of the sending board, commission or committee.

and to act fully thereon. By Request of the Board of Selectmen and the Bylaw Review Committee.

By-Law/Charter Review Committee
Town of Harwich
732 Main Street
Harwich, Massachusetts 02645
January 28, 2019



Honorable Board of Selectmen
Town of Harwich
732 Main Street
Harwich, Massachusetts 02645

Re: Proposed Revisions to the Harwich Home Rule Charter & Budgeting for Distribution of 2020 Ballot Questions Regarding Charter Revisions

Dear Board Members:

Enclosed with this letter are proposed amendments to the Harwich Home Rule Charter recommended by the By-Law/Charter Review Committee for inclusion in the 2019 Annual Town Meeting Warrant. We would be happy to meet with your Board and any of the affected committees to discuss these recommendations further; but in the interim, the following is a brief explanation of the views of our committee in the formulation of these recommendations.

1. **Capital Outlay Plan.** The original intent of the Capital Outlay Plan was to attempt to keep the town's bonding levels as even as possible year to year and to provide the voters and taxpayers with a clear understanding of current and future bonding needs as well as an effort to protect against wild spikes in the tax rates whenever possible. In its original form, this plan was presented to town meeting as an easy to understand one- or two-page document that required only a majority vote to adopt but purposefully set a higher bar of two-thirds to amend, thereby decreasing the likelihood of anyone making an end run around the process. In more recent years, this "plan" has morphed into a lengthy tiny print multi-page "budget" that is virtually impossible for the average voter to interpret. And while we understand that the current form provides a good working tool for administration, it is not helpful to the voters.

The recommendation we have submitted provides for the continue participation of the Capital Outlay Committee in formulating the capital budget if they so choose, while at the same time returning to the original intent of an actual plan that informs and protects the voters and taxpayers.

2. **Ex-Officio Membership.** The proposed amendment seeks to clarify the terms of office for ex-officio committee members in order to align them with their actual terms on the sending boards, commissions or committees.

We would also like to suggest some additional language with respect to the Water/Wastewater Commission Charter amendment currently being considered by your board. In its present form, it

makes no provision for the election of the two additional members as it transitions from a 3-member Water Commission into a 5-member Water/Wastewater Commission. We would recommend including provision for the election of the two additional members on the same ballot as the vote to adopt the amendment itself with the election to become effective on the date of approval of the of the amendment by the Attorney General's Office. In that way, it would allow for the immediate seating of those members once such approval has been received. This is the same procedure followed under Massachusetts General Law governing the adoption of a Charter Commission and election of members which we believe provides a model and precedent for this procedure.

In closing, we would like to request that the Board of Selectmen include necessary funding in the 2020 budget for distribution to every Harwich voting household of Charter amendment ballot questions appearing on the Annual Town Election ballot. In the past, when the warrants were distributed by mail to all households, the legal requirements for distribution were satisfied. Since this is no longer the case, it will be necessary to mail these ballot questions each year as required by law. Given that there will be no such questions on the 2019 town ballot, it is not an urgent issue for this year; but money for a 2020 mailing needs to be provided within the upcoming budget since we do anticipate a need at that point.

Thank you for your attention and consideration.

Respectfully submitted,



Harwich By-Law/Charter Review Committee
Sandra Baylis Hall, Chairman
Carol Thayer, Vice Chairman
Deb Sementa, Clerk
Anita Doucette
Tina Games

CHAPTER 9. FINANCIAL PROVISIONS AND PROCEDURES

Section 5. Capital Outlay Committee

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9-5-2 The capital outlay committee shall assist the town administrator in the development of the capital outlay plan ***to be adopted and/or amended each year at the Annual Town Meeting; and may, at the request of the Town Administrator and/or the Board of Selectmen, assist the Town Administrator in the preparation of a Capital Outlay Budget.***

Section 6. Capital Outlay Plan [Amended 5-23-2012 by Ch. 103 of the Acts of 2012] 9-6-1

The purpose of the 7-year capital outlay plan shall be to provide the town with a long-range forecast of the town's ***major*** capital improvement needs and to attempt to keep debt borrowing levels as even as possible from year to year.

9-6-2 A "capital outlay" shall mean the acquisition, construction or renovation of buildings, equipment or land having a total cost of ~~\$50,000~~ ***\$100,000*** during any budget year and planning funds for any such capital outlay ***that may require a debt exclusion, a capital exclusion or a Proposition 2 1/2 override.***

CHARTER 9-6-3 The town administrator and the capital outlay committee shall submit a 7-year capital outlay plan to a joint public meeting of the board of selectmen and the finance committee during the month of December of each year.

9-6-4 The board of selectmen shall prepare articles to be included in the May annual town meeting warrant seeking adoption of the 7-year capital outlay plan and funding of the current year of the plan.

9-6-5 A simple majority vote of the town meeting shall be required to adopt the 7-year capital outlay plan as submitted. ***(Should this be 5-year, as in the original language?) Any amendment to a previously adopted Capital Plan shall require a two-thirds vote at the Annual Town Meeting.***

9-6-6 If any part of the current year of the plan receives funding support at the annual town meeting, but fails at any necessary debt exclusion, capital exclusion or proposition 2 1/2 override ballot votes, the unsupported portion shall be returned to the 7-year capital plan in year 1 of the next 7-year plan.

9-6-7 ***With the exception of petition articles,*** any article included in the annual or special town meeting warrant which requests a capital outlay as defined in section 9-6-2, ~~but which has not been recommended by the~~ ***shall require approval of the*** capital outlay committee, the board of selectmen and the finance committee ~~shall require~~ ***and all such proposed amendments shall require*** a 2/3 majority vote of the town meeting.

Draft language re: Ex-Officio appointments for discussion:

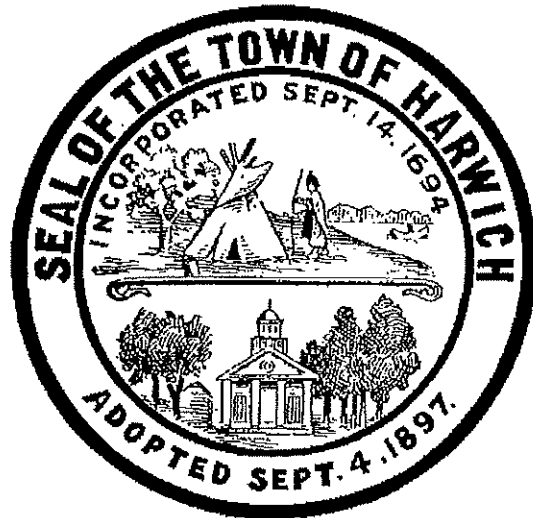
7-1-5 Ex-Officio Appointments

In order to ensure that the terms of ex-officio appointees do not exceed the terms of their appointments by the sending official, board, commission or committee, all such appointments shall run for one year or less to end on June 30th of the then current fiscal year. In the event of a resignation or inability to serve by an ex-officio appointee either from the sending entity or as ex-officio appointee, the term of the replacement shall expire in accordance with the term of the original appointee. Any ex-officio appointment made by a board, committee or commission under the jurisdiction of Board of Selectmen shall be subject to approval by vote of 3 or more members of the Board of Selectmen.

Also amend Chapter 7, Section 2, Item 7-2-2 of the General Provisions, Item (b) to read:

Elect necessary officers including ex-officio appointments under the jurisdiction of the sending board, commission or committee.

**ANNUAL TOWN MEETING
WARRANT
With
RECOMMENDATIONS**



MAY 6, 2019

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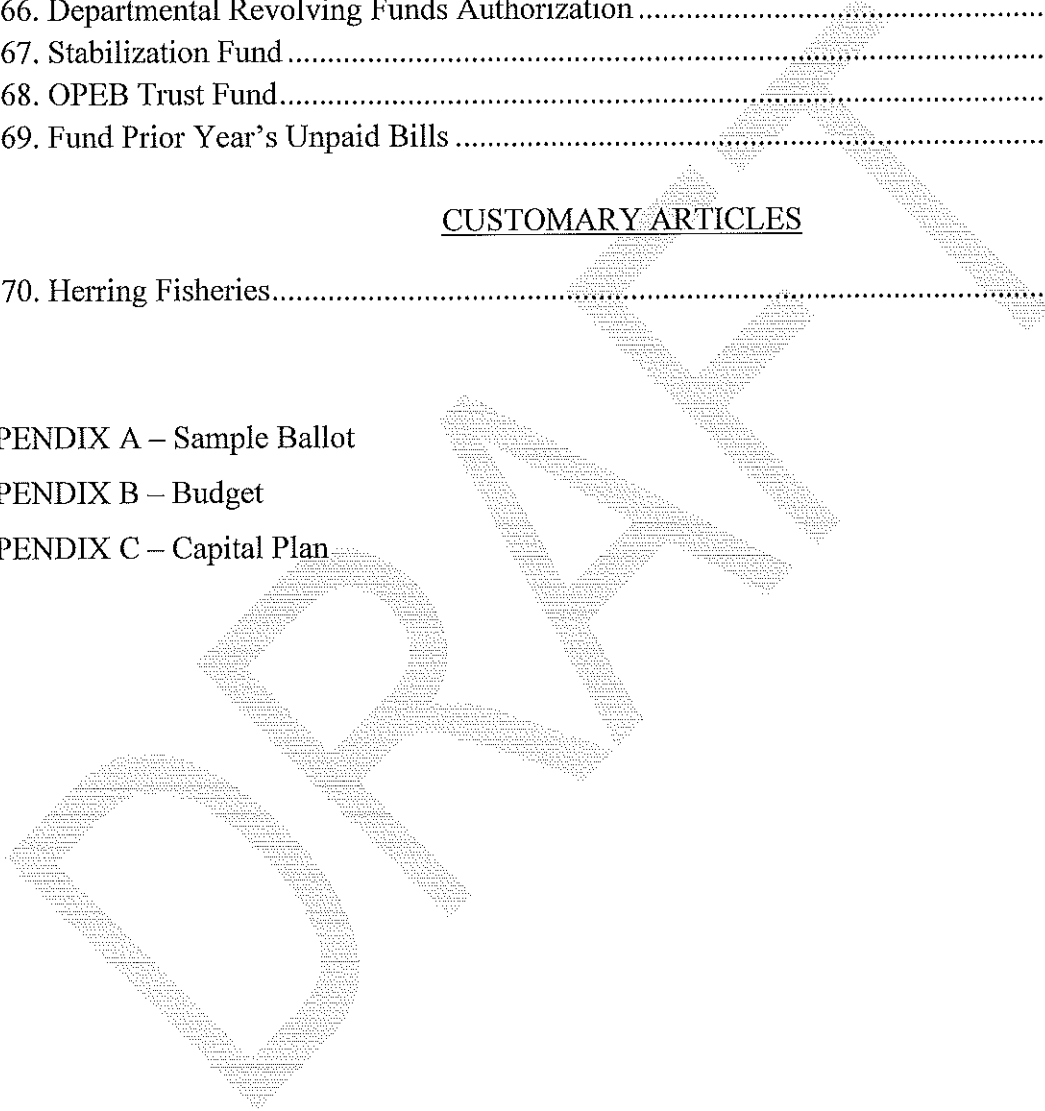
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VOTING PROCEDURES

- 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	¼ Vote	May Reconsider	Cannot Reconsider
Adjourn		X		X	X		X				X
Adjourn (in a time certain)	X		X		X		X			X	
Amendment	X		X		X		X			X	
Adopt a Resolution	X		X		X		X				X
Accept & Adopt	X		X		X		X ¹			X	
Postpone Indefinitely	X			X	X		X			X	
Previous Question Terminate Debate		X		X	X				X		X
Reconsider ²	X			X	X				X		X
Consider Articles Out of Order	X		X		X				X		X
Point of Order		X								X	
1. Unless a greater than simple majority required by General Laws of Town of Harwich by-laws.											
2. See section 1.207											

TAX RATE CHART

THE CHART BELOW SHOWS THE AMOUNT OF MONEY REQUIRED TO CHANGE
THE FY 2019 TAX RATE

TAX RATE CHANGE IN \$/1000	DOLLARS REQUIRED
\$0.01	\$56,835
\$0.05	\$284,175
\$0.10	\$568,349
\$0.15	\$852,524
\$0.20	\$1,136,699
\$0.25	\$1,420,874
\$0.30	\$1,705,048
\$0.35	\$1,989,223
\$0.40	\$2,273,398
\$0.45	\$2,557,572
\$0.50	\$2,841,747
\$0.55	\$3,125,922
\$0.60	\$3,410,096
\$0.65	\$3,694,271
\$0.70	\$3,978,446
\$0.75	\$4,262,621
\$0.80	\$4,546,795
\$0.85	\$4,830,970
\$0.90	\$5,115,145
\$0.95	\$5,399,319
\$1.00	\$5,683,494

MUNICIPAL FINANCE TERMS

APPROPRIATION: An authorization granted by the Town Meeting to make expenditures and to incur obligations for specific purposes.

AVAILABLE FUNDS: Available funds refer to other funds available for appropriation by the Town Meeting, such as Wetland Protection funds, Cemetery Lot sales and Perpetual Care Interest and old article balances returned to revenue.

OVERLAY, ALSO CALLED ALLOWANCE FOR ABATEMENTS AND EXEMPTIONS: The overlay is the amount raised by the Assessors in excess of appropriations and other charges for the purpose of creating a fund to cover tax abatements granted and avoiding fractions in the tax rate. It cannot exceed 5% of the levy.

FREE CASH: Certified each year by the Director of State Bureau of Accounts, this is the portion of the fund balance which is available for appropriation by a Vote of Town Meeting. It is not cash, but rather is the approximate total of cash and receivables less current liabilities and earmarked reserves.

TRANSFER: The authorization to use an appropriation for a different purpose; in most cases only the Town Meeting may authorize a transfer.

RESERVE FUND: This fund is established by the voters at an Annual Town Meeting only and is composed of an appropriation (not exceeding 5% of the tax levy of the preceding year). Transfers from the Reserve Fund are within the exclusive control of the Finance Committee, and are for "extraordinary or unforeseen" situations, normally emergencies.

STABILIZATION FUND: This is a special reserve for future expenditures. The aggregate amount in the fund shall not exceed, at any time, 10% of the valuation in the preceding year. Money may be voted into the fund by a majority vote at Town Meeting. Money may be appropriated from the fund only by a two-thirds vote at Town Meeting for any municipal purpose.

CHERRY SHEET: An annual statement received from the State Department of Revenue detailing estimated receipts for the next fiscal year from various State Aid accounts and estimated charges payable by the assessors in setting the tax rate. Named for the cherry colored paper, which the State traditionally has printed it on.

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.

LEVY: The property tax levy is the revenue a Town can raise through real and personal property taxes. The property tax levy is the largest source of revenue for the Town.

LEVY CEILING: This is the maximum the levy limit can be. The ceiling equals 2.5% of the Town's full and fair cash value.

LEVY LIMIT: The Maximum the levy can be in a given year. The limit is based on the previous year's levy limit plus certain allowable increases.

LEVY LIMIT INCREASE: The levy limit automatically increases each year by 2.5% of the previous year's levy limit.

NEW GROWTH: New construction and new parcel subdivision may also increase the Town's levy limit.

OVERRIDE: A community can permanently increase its levy limit by successfully voting at a referendum to exceed the limits. A community may take this action as long as it is below the levy ceiling.

GENERAL OVERRIDE: A general override ballot question can be placed on a referendum if a majority of the Board of Selectmen vote to do so. If the ballot question is approved by a majority of the voters, the Town's levy limit is permanently increased by the amount voted at the referendum. The levy limit increase may not exceed the Town's levy ceiling. Override questions must be presented in dollar terms and specify the purpose.

DEBT EXCLUSION: This override ballot question can be placed on a referendum by a two-thirds vote of the Board of Selectmen. If a majority of the voters approve the ballot question the Town's levy limit is increased only for the amount voted at the referendum for the life of that debt only. The levy limit increase may exceed the Town's levy ceiling.

CAPITAL OUTLAY EXPENDITURE EXCLUSION: This override ballot question can be placed on a referendum by a two-thirds vote of the Board of Selectmen. If a majority of the voters approve the ballot question the additional amount for the payment of the capital project cost is added to the levy limit or levy ceiling only for the year in which the project is being undertaken.

CONTINGENT VOTES: Chapter 634 of the Acts of 1989 permits a Town Meeting to appropriate funds contingent upon passage of a referendum question (OVERRIDE). A contingent vote does not automatically result in an override referendum. An override referendum can only be called by the Board of Selectmen. If a referendum is called by the Selectmen it must take place within forty-five days of the Town Meeting vote.

MUNICIPAL FINANCE TERMS RELATED TO CAPITAL IMPROVEMENTS

Capital Planning: (See Capital Improvements Program)

Capital Budgeting 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 of financing each recommended expenditure, i.e., tax levy or rates, and identify those items that were not recommended. (See Capital Asset, Fixed Asset)

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.

Capital Assets – All tangible property used in the operation of government, which is not easily converted into cash, and 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 a minimum initial cost. (See Fixed Asset)

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

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

**COMMONWEALTH OF MASSACHUSETTS
TOWN OF HARWICH
ANNUAL TOWN MEETING
May 6, 2019**

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 6, 2019 at 7:00 P.M., then and there to act on the following articles:

ARTICLES

TOWN OFFICERS AND COMMITTEES

ARTICLE 1: To choose various Town Officers and Committees. Customary Article

REPORTS OF TOWN OFFICERS AND COMMITTEES

ARTICLE 2: To hear reports of all Town Officers and Committees for the year 2018. Customary Article

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, 2019 and ending June 30, 2020 as follows and to act fully thereon. Estimated cost: \$ _____

Selectmen (5)	\$2,400 each
Moderator	\$1,000
Water Commissioners (3)	\$1,000 each
Library Trustees (7)	\$1,000 each
Town Clerk	\$101,474

ACCEPT PROVISIONS OF M.G.L. CH. 64G SECTION 3A, LOCAL EXCISE TAX

ARTICLE 4: To see if the Town will vote to amend its acceptance of M.G.L. c. 64G, §3A by increasing the percentage of the local option room occupancy tax on rental of rooms in a bed and breakfast establishment, hotel, lodging house, short-term rental or motel from 4% to 6%, to take effect on July 1, 2019, and to act fully thereon. By request of the Board of Selectmen.

TOWN FY 20 OPERATING 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 defray Town charges for Fiscal Year 2020, and to act fully thereon. By request of the Board of Selectmen. (BUDGET – SEE APPENDIX B). Estimated Cost: \$39,759,420.

Operating Budget	
Betterments	99,872
Cable Fund	168,594
CPA	553,700
FEMA	13,815
Free Cash	50,000
Golf Improvement	139,000
Overlay Surplus	100,000
State Aide	687,545
Water Enterprise	726,219
Waterways & Mooring	310,303
Subtotal	2,849,048
Local Receipts	13,518,260
Taxes	23,392,113
Operating Budget	39,759,420

Explanation This article is a customary article to appropriate funding for the fiscal year 2020 operating budget of the town. The operating budget includes a provisional appropriation for the first year payment on General Obligation Debt associated with the Lower County Road Project to be presented in Article 22. If the Lower County Road Project fails to reach approval at either Town Meeting or Ballot Vote and the Operating Budget passes then the appropriation associated with the first year debt payment will be removed. A complete summary of the FY 2020 Budget can be found in Appendix B.

MONOMOY REGIONAL SCHOOL DISTRICT FY 20 BUDGET

ARTICLE 6: 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 2020, and to act fully thereon. By request of the Monomoy Regional School Committee and Superintendent. Estimated cost: \$26,754,276.

MRSD Budget	
Operating Budget	24,280,721
Transportation	554,789
Capital	260,748
Debt - High School	1,658,018
Total	26,754,276

CAPE COD REGIONAL TECHNICAL SCHOOL DISTRICT FY20 BUDGET

ARTICLE 7: 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 2020, and to act fully thereon. By request of the Cape Cod Regional Technical High School District. Estimated cost: \$2,332,198.

CCRTHS Budget	
Operating Budget	1,421,763
Debt - New School	910,435
Total	2,332,198

Explanation: This assessment includes funding for our portion of the construction of the new facility. This is the first installment of debt service.

FY20 WATER 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 Water Department Operating Budget for Fiscal Year 2020, and to act fully thereon. By request of the Water Commissioners and Superintendent. Estimated cost: \$4,327,977.36.

FY20 WASTEWATER/SEWER BUDGET

ARTICLE 9: 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/Sewer Department Operating Budget for Fiscal Year 2020, and to act fully thereon. By request of the Board of Selectmen. Estimated cost: \$250,000.

Explanation: The FY19 Budget included this budget in the amount of \$70,000. It is anticipated that due to the small number of initial users that the town will need to subsidize payments obligated to Chatham IMA for use of their plant. This budget increase to \$150,000 is taxpayer supported. The FY 2020 Budget will be used to fund a \$100,000 Program Administrator to help in transition. The D/H/Y efforts would be funded with

\$25K and \$25K to amend the CWMP. \$100,000 from Free Cash would be used to fund a program to help connection costs for income eligible people through the County.

ADOPT THE CAPITAL PLAN

ARTICLE 10: To see if the Town will vote to adopt the Capital Plan for the ensuing seven year period as adopted last year by the Town Meeting with new fiscal year 2026 as proposed by the Board of Selectmen and set forth below or as amended by vote of the Town Meeting, and to act fully thereon. By request of the Board of Selectmen.
(APPENDIX C)

DRAFT

CAPITAL PLAN 2020 TO 2026 ITEMS OVER \$50,000

2/22/2019

Department	Project	FY 20	FY 21	FY 22	FY 23	FY 24	FY 25	FY 26
ADMINISTRATION								
Admin	Harwich Center ADA Sidewalk Project	\$ 700,000						
	Harwich Center ADA Sidewalk Pro. ADA/CDBG Grant (\$670K of 1 Million)	\$ -						
Admin	Harwich Center Initiative		TBD					
Admin	Albro House - Renovations		TBD					
Admin	Demolition/Remediation-203 Bank Street and Parking Lot Improvements	\$ 60,000						
Admin	Walkway Reconstruction Rte 28 SAQ to Harwichport (Supplemental)	\$ 576,500						
Admin	Walkway Reconstruction Rte 28 SAQ to Harwichport (Supplemental)GRANT	\$ -						
Admin	Walkway Reconstruction Bank Street Harwich Center to Rte 28	\$ -	\$ 450,000					
Admin	Insurance work to maintain Former West Harwich School on Bells Neck	\$ 20,000	TBD					
Admin	School House Road Revision to Site Plan Expand Parking Lot	TBD	TBD					
Admin	Preparation and Utilization of Queen Anne Road Solar Farm Expansion	TBD	TBD					
Admin	Updates to the Cultural Center Building (See Facility Maintenance)							
Admin	Green/Fuel Efficient Fleet Replacement Schedule	\$ 27,000	\$ 24,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000
CEMETERY								
Cemetery	Pet Burial Ground completion (Finalize & Reimbursement) \$57K and \$74K	\$ 131,000						
Cemetery	Arbortuim Project Cemetery Mapping and Software	\$ 30,110	\$ 100,000					
CONSERVATION								
Conservation	Harwich Artificial Reef (Additional Project)			\$ 250,000	\$ -			
Conservation	Shore Stabilization/Jetty Extension Red River Beach	\$ 100,000	\$ -					
ENGINEERING								
Engineering	MS4 Municipal Surface Drainage Plan and Improvements	\$ 40,000	\$ 100,000	\$ 100,000	\$ 100,000			
Facility Main.-DPW								
Facility Main.-DPW	Implement Facilities Wide ADA Compliance Plan Improvements	\$ 20,564	\$ 11,605	\$ 75,235				
Facility Main.-DPW	Energy Management System Brooks Library HVAC		\$ 65,000					
Facility Main.-DPW	Highway Barn Metal Roof- Insulation	\$ 260,750						
Facility Main.-DPW	DPW Facilities and Mechanic Shop (Formerly Shop Only)	\$ -						\$ 1,200,000
Facility Main.-DPW	DPW Air Quality Retro-Fit	\$ -	\$ 75,000					
Facility Main.-DPW	Brooks Library Roof		\$ 135,000					
Facility Main.-DPW	Cultural Center - Boiler Replacement			\$ 160,000			\$ -	\$ -
Facility Main.-DPW	Cultural Center - Window Replacement Sash Windows that Failed			\$ -	\$ 200,000		\$ -	\$ -
Facility Main.-DPW	Cultural Center - Window Replacement -Casements and Picture Windows			\$ -	\$ -	\$ 200,000	\$ -	\$ -
Facility Main.-DPW	Community Center Generator			\$ 105,000				
Facility Main.-DPW	Community Center Remove and Replace Privacy Fence			\$ 52,000				
Facility Main.-DPW	Community Center 3 Condensing Units and Air Handlers				\$ 275,000			
Facility Main.-DPW	Community Center Roof Replacement					\$ 240,000		
Facility Main.-DPW	Library Boiler Replacement						\$ 120,000	\$ -
Facility Main.-DPW	Community Center Boiler Replacement						\$ 120,000	\$ -

1

Department	Project	FY 20	FY 21	FY 22	FY 23	FY 24	FY 25	FY 26
FIRE								
Fire	Phase 3 Townwide FY 20/Police and Fire Radio System (Phased)	\$ 40,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Fire	Phase 3 Townwide FY 20/Police and Fire Radio System (Phased)	\$ -	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ -
Fire	Lockers HQ	\$ -	\$ 60,000					
Fire	Ambulance Replacement Program		\$ -	\$ 368,225	\$ -	\$ 386,636	\$ -	\$ 405,969
Fire	Auto Extracation Equipment - (Town Funded Portion)	\$ 5,000		\$ -	\$ -			
Fire	Auto Extracation Equipment - (Federal/State Grant Funded Portion)	\$ 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 and Ladder Request converted to Pumper/Ladder called Quint	\$ -	\$ 1,000,000					
Fire	Ladder Truck Replacement (See Above)			\$ -	\$ -	\$ -		
GOLF								
Golf	Bunker Renovation (Various Locations on course)	\$ 75,000						
Golf	Build New Cart Path (Hole #1&10, FY 20;#10 FY20, #6 FY 20 (\$24K) #1 FY 21)	\$ 50,000	\$ 10,000					
Golf	Various Mowing Equipment per Lease	\$ 87,050	\$ 87,050	\$ 87,050	\$ 87,050	\$ 87,050		
Golf	Improvements to Net at Driving Range		\$ 28,000	\$ 30,000				
Golf	New Tee Box Improvements (Two Year Project)		\$ 115,000	\$ 115,000				
Golf	Golf Course Irrigation Update	\$ -	\$ -	\$ -	\$ 75,000	\$ 75,000	\$ 75,000	\$ 75,000
HARBORMASTER								
Harbormaster	Wixon Dock Landside Improvements	\$ 70,000		\$ -				
Harbormaster	Herring River Ramp Replacement (Study, Design and Construction)		\$ -	\$ 15,000	\$ 200,000			
Harbormaster	Allen Harbor Jetty Reconstruction (Study, Design and Construction)	\$ 57,000	\$ 2,000,000	\$ -				
Harbormaster	SAQ Harbor North & East Bulkhead (Offloading Area) Reconstruction				\$ -		\$ 150,000	\$ 1,500,000
Harbormaster	Wychmere Outer Harbor Dredging			\$ -	\$ -	\$ 500,000		
Harbormaster	Round Cove Bulkhead Replacement (Study, Design and Construction)		\$ -	\$ -	\$ -	\$ 40,000	\$ 400,000	
LIBRARY								
Library	Library Interior Modifications/Renovations	\$ -	\$ 40,000			\$ 150,000		
Library	Brooks Library Sidewalk Repair and Streetscape (Part of Restoration)	\$ 90,000	\$ -					
PLANNING								
Planning	Housing Trust/PT Housing Coordinator (\$300K for Trust & \$40K for PT Co.)	\$ 340,000	TBD	TBD	TBD	TBD		TBD
Planning	Local Comprehensive Plan Update							
Planning	Local Comprehensive Plan Update	\$ 200,000						
POLICE								
Police	Taser Replacement (5 year Program - 2 of 3 years to Pay)	\$ 14,910	\$ 14,910		\$ -	\$ 37,000	\$ 15,000	\$ 15,000

Department	Project	FY 20	FY 21	FY 22	FY 23	FY 24	FY 25	FY 26
PUBLIC WORKS								
Public Works	5 Year Road Maintenance Plan	\$ 1,400,000	\$ 1,400,000	\$ 1,400,000	\$ 1,400,000	\$ 1,400,000	\$ 1,400,000	\$ 1,400,000
Public Works	West Harwich Route 28 Design(\$125K in FY 20 & Construction via Fed Funds)			\$ -	\$ 50,000			
	West Harwich Route 28 Design(Construction via Fed Funds)			\$ -	\$ 5,600,000			
Public Works	Lower County Road (Maintenance /Not Federal TIP Funds)	\$ 5,560,475						
	[\$1,000,000 from 5 Year Road Maintenance to be used to decrease DE]							
Public Works	Route 39/Pleasant Bay Road Roundabout (If Needed)	\$ -	\$ 600,000					
Public Works	Highway Barn Metal Roof- Insulation (See Facility Maintenance)							
Public Works	Mobile Lifting System for Large Vehicles	\$ 90,475						
Public Works	Ford F-350 Dump Truck - #42	\$ 80,000						
Public Works	2 - C&D Trailers (\$75,000 each)	\$ 150,000						
Public Works	Johnston Sweeper Body and Pony Motor - Highway #30	\$ 125,000						
Public Works	Vehicle Listing (FY 21 to 26) Summary	\$ -	\$ 355,000	\$ 325,000	\$ 320,000	\$ 325,000	\$ 320,000	\$ 355,000
REC & YOUTH								
Rec & Youth	Pleasant Road Beach Parking Lot Paving/Overlay	\$ 112,000	\$ -	\$ -		\$ -		
Rec & Youth	Sand Pond Restrooms and Playground Improvements	\$ 125,000	TBD			\$ -		
Rec & Youth	Whitehouse Field Scoreboard Replacement/Safety Netting	\$ 55,000						
Rec & Youth	Red River Beach Bulkhead (22) and Restroom Renovations (23)			TBD	\$ 125,000			
Rec & Youth	Cahoon Road Beach Restroom				\$ -	\$ 125,000		
WASTEWATER								
Wastewater	DHY Community Partnership - CWMP Revisions		TBD					
Wastewater	Harwich Wastewater Treatment Plant DN (2026) & DC (2027)	\$ -	\$ -					\$ 4,000,000
Wastewater	CWMP Phase 3 Pleasant Bay(North)Watershed Collection Sys. Des. & Con.	\$ -	\$ -	\$ -	\$ 1,000,000	\$ 15,300,000		\$ -
Wastewater	Evaluate Phosphorus issues in Seymour Pond & Restoration			\$ -	\$ 70,000	\$ 330,000		\$ -
WATER								
Water	Lothrop Avenue Water Line Replacement(NEW based upon failure of Line)	\$ 100,000						
Water	Pleasant Lake Tank - Fill Pipe Replacement	\$ 300,000						
Water	T1 Generator at Main Treatment Facility	\$ 65,000						
Water	Purchase John Deer 35D	\$ 64,000						
Water	New Water Source North Harwich Exploration and Development (D&C)	\$ -	\$ 250,000		\$ 500,000	\$ -		
Water	2019 Ford Super Duty F-550 Replace Truck 9 including Dump Body	\$ 76,551						
Water	Rte 28 Water Main Replacemnt/Lothrop Area Design (22) Construction (23)			\$ 100,000	\$ 2,000,000			
Water	Station 8 Generator			\$ 50,000	\$ -	\$ -		
Water	Various Access Road Pavement					\$ 175,000		
Water	Pleasant Lake Avenue Tank Rehabilitation			\$ -	\$ -		\$ 1,750,000	\$ -
Water	Phase 1 Discontinuity of Pipes per Masterplan 6,450 ft of Pipe			\$ -	\$ -	\$ -		\$ 1,500,000
Water	Construction/Renovation Asbestos Pipe Project							TBD
Water	Vehicle Replacements (Replace F-259 & Ranger in FY 23 and Tr 11 in (25))		\$ -	\$ -	\$ 125,000		\$ 75,000	

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 2020, said leases may be for a term not to exceed the useful life of the equipment as determined by the Board of Selectmen; and to act fully thereon. By request of the Board of Selectmen.

Explanation: The Municipal Modernization Act of 2016 contains a new section requiring a recommendation by the Town Administrator and a two-thirds vote of the legislative body to authorize a tax-exempt lease purchase agreement. To qualify under this new section a qualifying lease must be in excess of three years, must not exceed the useful life of the equipment, must establish a nominal residual value of the equipment at the end of the lease, and must be approved by a two-thirds vote of Town Meeting.

ADMINISTRATION

CAPITAL EQUIPMENT AND PUBLIC WORKS ITEMS FUNDED FROM FREE CASH
ITEMS UNDER \$50,000

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 the items in the table below included in the FY 2020 Capital Plan, and to act fully thereon. By request of the Board of Selectmen. Estimated cost: \$136,874.

1	ADA Compliance Plan Improvements	\$20,564
2	Community Center Compressors	\$20,000
3	Phase III Town-wide Radio System	\$20,000
4	Auto Extraction Equipment	\$100,000
	Auto Extraction State Grant (appropriation deducted from Grant)	(\$95,000)
5	Taser Replacement (5-yr lease program)	\$14,910
6	Traffic Speed Monitoring Radar	\$26,400
7	Harwich Center ADA Sidewalk Project (Town match toward Grant)	\$30,000
	Gross Total less Grants	\$136,874

FACILITY MAINTENANCE AND REPAIR FUND

ARTICLE 13: 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 defray costs related to Facility and Grounds Maintenance and Repair included in the FY 2020 Capital Plan, and to act fully thereon. By request of the Board of Selectmen. Estimated cost \$774,750.

1	Highway Barn Metal Roof	\$260,750
2	Cultural Center Subsidy	\$125,000
3	203 Bank Street Parking Improvements - demolition	\$60,000
4	Wixon Dock Landside Improvements	\$70,000
5	Allen Harbor Jetty Design	\$57,000
6	Brooks Library Sidewalk Repair	\$90,000
7	Pleasant Road Beach Parking Lot Paving	\$112,000
	TOTAL	\$774,750

FUND SNOW AND ICE DEFICIT FOR FY19

ARTICLE 14 : To see if the Town will vote to transfer from available funds a sufficient sum of money to fund the Fiscal Year 2019 Snow and Ice Deficit Account, and to act fully thereon. By request of the Board of Selectmen. Estimated cost \$ 325,000.

FUND BUDGET SHORTFALLS IN BUDGET TRANSFERS FOR FY19

ARTICLE 15: To see if the Town will vote to raise and appropriate, transfer from available funds or borrow a sufficient sum of money to fund shortfalls in various FY 19 budget and fund transfers, and to act fully thereon. By request of the Town Administrator and Finance Director. Estimated cost: \$100,000.

Explanation: The Water Department discovered serious conditions on pipes by the Lothrop Street Tank that needed immediate repair.

WATER DEPARTMENT

PURCHASE/REPLACE MINI EXCAVATOR FOR WATER DEPARTMENT

ARTICLE 16: To see if the Town will vote to raise and appropriate, transfer from available funds and/or borrow a sufficient sum of money to purchase/replace a John Deere 35D Mini Excavator or equivalent, and to act fully thereon. By request of the Water Commissioners and Superintendent. Estimated cost: \$64,000

Explanation: The existing John Deere 35D was purchased in 2005 and has over 5000 hours of use. It has been determined the Pins/Turntable need to be replaced which will cost more than \$11,000. The current trade in value for the machine is \$15,000. The replacement cost is \$64,000 with anticipated trade in value of \$14,000. The net cost is estimated at \$50,000.

PLEASANT LAKE AVENUE TANK – FULL REPLACEMENT

ARTICLE 17: To see if the Town will vote to raise and appropriate, transfer from available funds and/or borrow a sufficient sum of money to increase the diameter of the water main entering the Pleasant Lake Tank including vertical pipe at the base of the tank into the tank and minor structural modifications, and to act fully thereon. By request of the Water Commissioners and Superintendent. Estimated cost: \$300,000

Explanation: The existing 12" pipe fill pipe is undersized. When attempting to fill the tank pressure in the distribution system can exceed 120 PSI. As a result, the tank cannot be filled to its 1.5 million gallon capacity and limits the ability to utilize the tank to control pumping operations.

REPLACE THE T1 MAIN FACILITY GENERATOR AT CHATHAM ROAD

ARTICLE 18: To see if the Town will vote to raise and appropriate, transfer from available funds and/or borrow a sufficient sum of money to replace the T1 Main Facility Generator located on Old Chatham Road, and to act fully thereon. By request of the Water Commissioners and Superintendent. Estimated cost: \$65,000

Explanation: The existing generator was installed in 2005 and has failed to operate in critical times of need multiple times in the past year. This generator is responsible for providing backup power to the SCADA System (controls, monitors, & alarms for the water system) and 3 water production wells.

PURCHASE A 2019 FORD F-550 TRUCK

ARTICLE 19: To see if the Town will vote to raise and appropriate, transfer from available funds or borrow a sufficient sum of money to purchase a 2019 Ford F-550 or equivalent, and to act fully thereon. This vehicle will replace a 2005 F-350 Dump Truck. By request of the Water Commissioners and Superintendent. Estimated cost: \$76,551.

Explanation: The new vehicle is estimated to cost \$76,551 less anticipated trade in the value of \$6,551. The vehicle to be replaced has considerable rot to the frame & dump body. In the past year the oil pan and PTO that controls the dump body had to be replaced. It has been determined by the DPW's vehicle maintenance division the F-350 should be replaced due to the following:

- *Frame and body rust/rot is progressing rapidly.*
- *Seat and seat belt attaching points are rotting.*
- *The dump body has holes in the floor that will get larger with use.*
- *The tailgate on the dump body does not fit correctly.*
- *The subframe for the dump body is rotting.*
- *The oil pan is rusty/flaking, will need replacement. Cab off procedure.*

DEPARTMENT OF PUBLIC WORKS

PURCHASE AND EQUIP VEHICLES FOR THE DPW

ARTICLE 20: To see if the Town will vote to raise and appropriate, transfer from available funds and/or borrow a sufficient sum of money to purchase and equip the following vehicles:

(1) One Ton Dump Truck (Highway)	\$ 80,000
(1) Johnston Sweeper Body/Pony Motor (Highway)	\$ 125,000

(2) C&D Trailers (Disposal)	\$ 150,000
(1) Rolloff Pup Trailer (Disposal)	\$ 40,000
	\$395,000

and to further authorize the trade-in or sale of the following old vehicles toward the purchase price, where the Board of Selectmen find that the vehicles cannot be utilized elsewhere in Town:

- 1999 Ford F-350 Dump Truck
- 2009 Great Lakes Pup Trailer

and to act fully thereon. By request of the DPW Director. Estimated cost: \$395,000

Explanation:

One Ton Dump Truck - *The current 1999 Ford dump truck has approximately 160,600 miles on it, is in poor condition, and is a front line vehicle used for snow removal and moving personnel and equipment.*

Johnston Sweeper Body/Pony Motor - *The truck/chassis of our 2007 Johnston Sweeper are in good condition, while the sweeper body and pony motor are failing. Replacing the body and pony motor would save us in excess of \$150,000 over purchasing a new sweeper, while prolonging the life for another 10-15 years.*

C&D Trailers - *This request is to add to our existing fleet of C&D trailers, which are utilized daily to transport C&D waste off-Cape. The additional trailers would enable us to better manage that function, which provided the Town with approximately \$1.45 million in gross revenue in FY18.*

Rolloff Pup Trailer - *We will soon be facing major maintenance on our current 10 year old pup trailer, which is used to transport our recycling products off-Cape. Given the age and amount of use this trailer gets, we feel it is not worth spending the money required for the necessary maintenance.*

RECONSTRUCTION OF LOWER COUNTY ROAD

ARTICLE 21: To see if the Town will vote to raise and appropriate, transfer from available funds and/or borrow in accordance with Ch.44 of the M.G.L., or any other enabling authority, the sum of \$4,560,475 to fund the Reconstruction of Lower County Road including all costs incidental and related thereto, as requested in the Capital Plan for FY20. And further, in accordance with Chapter 44, Section 20 of the General Laws, the premium received by the Town upon the sale of any bonds or notes thereunder, less any such premium applied to the payment of the costs of issuance of such bonds or notes, may be applied to pay project costs and the amount authorized to be borrowed for each such project shall be reduced by the amount of any such premium so applied, and to act fully thereon. By request of the DPW Director. Estimated cost: \$4,560,475

Explanation: The road is in poor condition, with structural defects in its base and a sidewalk that is not ADA compliant. The sheer scope of the project is more than we could handle under our County Bid Road Construction items and the cost is more than could be absorbed within our road maintenance plan. Although Lower County Road is eligible for State funding in the Transportation Improvement Program, there is no way to meet the Complete Streets criteria (sidewalks and bike lanes on both sides of the street) within the Town's 40' right of way. Since the Water Department completed the \$1.2M worth of water main replacements, the road is in utter shambles and in dire need of this project. The funding is coming from two sources. The first \$4,560,475 from the Debt Exclusion; and \$1.0 million from the Road Maintenance Program.

PURCHASE OF A MOBILE LIFT SYSTEM

ARTICLE 22: To see if the Town will vote to raise and appropriate, transfer from available funds or borrow a sufficient sum of money to purchase and equip the following:

Mobile Lift System (Vehicle Maintenance)

and to act fully thereon. By request of the DPW Director. Estimated cost: \$90,475

Explanation: Mobile Lift System - Our current lifts are unable to lift larger vehicles, such as fire trucks and road tractors and waste trailers, complicating required maintenance. The mobile lift system would allow us to safely elevate all vehicles in the Town fleet.

ROAD MAINTENANCE PROGRAM

ARTICLE 23: To see if the Town will vote to raise and appropriate and/or transfer from available funds, and/or borrow the sum of \$700,000 to fund the Road Maintenance Program as requested in the Capital Plan for FY20, including but not limited to Lower County Road and all costs incidental and related thereto. The appropriation authorized by this vote shall not take effect until the Town votes to exempt from the limitation on total taxes imposed by M.G.L. c.59 § 21c (Proposition 2 ½) the amounts required to pay the principal of and the interest on any borrowing authorized under this article. And further, in accordance with Chapter 44, Section 20 of the General Laws, the premium received by the Town upon the sale of any bonds or notes thereunder, less any such premium applied to the payment of the costs of issuance of such bonds or notes, may be applied to pay project costs and the amount authorized to be borrowed for each such project shall be reduced by the amount of any such premium so applied, and to act fully thereon. By request of the DPW Director. Estimated cost: \$700,000.

Explanation: The capital request for road maintenance is for \$700k for FY20, which we anticipate being augmented by approximately \$700k in Chapter 90 funds. The capital project request form lists 5 years of our road maintenance plan with cash flows of approximately \$1.4M each year and has our 5 year Road Maintenance Plan attached.

ZONING/PLANNING BOARD

SINGLE FAMILY DWELLING WITH ACCESSORY APARTMENT

ARTICLE 24: To see if the Town will vote to amend the Town’s Zoning Bylaw, as follows:

(i) By amending ARTICLE V, Use Regulation, §325.13.A, Paragraph I, Residential Uses, namely Table 1, Use Regulations, Paragraph I – Residential Uses, Use No. 10, Single-family dwelling with accessory apartment, as follows (deletions shown in ~~strike-through~~ and proposed language in **bold underline**):

Table 1, Use Regulations

Use	RR	RL	RM	RH-1	RH-2	RH-3	CV	CH-1	CH-2	IL	MRL	MRL-1	WR
Paragraph IV – Residential Uses													
10													
Single-family dwelling with accessory apartment (§325-51.H <u>§325-14.T</u>)	S <u>P</u>	S <u>P</u>	S <u>P</u>	S <u>P</u>	-	-	S <u>P</u>	S <u>P</u>	-	-	S <u>P</u>	S <u>P</u>	S <u>P</u>

and

(ii) By renumbering and repositioning with the Zoning Bylaw ARTICLE X, Administration and Enforcement, §325-51.H, Single-family dwelling with accessory apartment, as and to ARTICLE V, Use Regulation, §325-14.T, Single-family dwelling with accessory apartment; and

(iii) By amending said Article X, Administration and Enforcement, §325-51.H, Single-family dwelling with accessory apartment, now ARTICLE V, Use Regulation, §325-14.T, Single-family dwelling with accessory apartment, as follows (deletions shown in ~~strike-through~~ and proposed language in **bold underline**):

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 choice of housing accommodations;
- c. Encourage greater diversity of 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. **OWNER** One or more individuals holding title to the property.

(3) ~~Criteria for special permit approval. Special permits for single family dwellings with a~~ **An accessory apartment is allowable within a single-family dwelling**, either attached or detached, may be granted upon determination by the Planning Board that **provided that** the following criteria have been met **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 (6) consecutive months.**
- 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.
- 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 dwelling unit **apartment.**
- g. The minimum lot area required for a parcel ~~to be eligible for a special permit to~~ allow an accessory apartment shall not be less than 15,000 square feet if the parcel is situated in a RH-1, CV, CH-1, MRL or MRL-1 District; 20,000 square feet if situated in a 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.**
- h. 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.
- i. The principal dwelling unit and accessory apartment shall meet all wastewater treatment requirements for the combined number of bedrooms.
- ~~j. The proposed use shall not create traffic hazards or volume greater than the capacity of the streets affected.~~
- ~~k. The proposed use shall not exceed the building or site coverage for the zoning district.~~
- ~~l. If an addition is to be built for the proposed use, the addition shall be set back from front, side and rear lot lines the distance required in the zoning district for new construction.~~

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

(4) ~~The applicant shall record with the Registry of Deeds for Barnstable County a certified copy of the special permit decision and the special permit shall lapse if it is not so recorded and if it is not duly exercised within two years as provided for under MGL c. 40A, § 9.~~

(5) ~~Transfer of ownership. The provisions of the special permit may be transferred with ownership of the property provided the provisions of this section and all other provisions of the Zoning Code of the Town of Harwich and the State Building Code are met and the Planning Department has approved a transfer for the special permit. The new owner also may request a Planning Board certification for the accessory apartment. To obtain such certification, the owner shall submit a written request with a statement that the conditions at the time of the original special permit approval remain unchanged and with a certification of ownership. The Planning Board certification shall be recorded at the Registry of Deeds.~~

(6) ~~(4) A final determination that the owner **has** failed to comply with these **forgoing criteria** provisions or the termination of occupancy by the owner of the subject property shall be evidence that the rights and benefits conferred **hereunder** the special permit were abandoned or otherwise surrendered and discontinued by the owner and all such rights and benefits shall lapse **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 final determination, with the owner to comply with all requirements of the State Building Code and Town Zoning in removing elements determined to be unpermitted; and to act fully thereon. By request of the Planning Board~~

FREE-STANDING PORTABLE SIGNS

ARTICLE 25: To see if the Town will vote to amend the Town's Zoning Bylaw §325-2 Word usage and definitions and by addition a new §325-26.K as follows

Within §325-2 delete the existing definition of "A-Frame/Easel/Sandwich-Board Signs" and replace with the following definition:

"FREESTANDING PORTABLE SIGN" – A single or double-faced, self-supporting sign made of wood, cardboard, plastic, metal or other lightweight and rigid material.

And, add a new §325-26.K to read as follows:

K. Freestanding Portable Sign.

- (1) A sign permit from the Building Department shall be required;
- (2) The area of the sign shall be no more than six (6) square feet per side;
- (3) The sign height above the ground shall not exceed three (3) feet;
- (4) The sign width shall not exceed three (3) feet;
- (5) The sign shall be unlit, shall be inaudible, and shall have no moving parts (except any necessary hinge to fold and unfold said sign);
- (6) The sign shall be stable and have no external supports;
- (7) The sign area (one side only) shall count towards the total allowable sign area (in square feet) for the business, pursuant to §325-27
- (8) The sign shall indicate no more than the name of the business, a special event, hours of operation, sale of a product or service, and price;
- (9) Only one (1) freestanding portable sign per business may be located on a property; a business with street frontage on two (2) streets may have no more

- than one (1) such sign on each street front; however, if there are multiple businesses on a property, there shall be no more than one (1) such sign per business, regardless of the street frontage;
- (10) The sign may only be displayed up to two (2) hours before the business is open to the general public and during the time business is open to the general public; and
 - (11) The sign shall also comply with the requirements of §325-26.D-G, above;

and to act fully thereon. By request of the Planning Board

RETAINING WALLS FOR SEPTIC SYSTEMS

ARTICLE 26: To see if the Town will vote to amend the Town's Zoning Bylaw §325-16, Table 2 and to add a new subparagraph "R. Retaining Wall(s) for Septic Systems" to §325-18, as follows:

§325-16, Table 2, add a Note "3" to the "Front (feet)", "Side (feet)", and "Rear (feet)" columns, which shall read as follows:

"3May be reduced to 10 feet for Septic System pursuant to §325-18.R."

And,

§325-18 add a new subsection "R. Retaining Wall(s) for Septic Systems" to read as follows:

"R. Retaining Wall(s) for Septic Systems. The provisions of §325-17 notwithstanding, on an improved parcel, a retaining wall(s) associated with the installation of a septic system (e.g. mounded septic system) required by the Board of Health and/or Title 5, shall be setback no less than 10 feet to any lot line;

and to act fully thereon. By request of the Planning Board

SPECIAL PROVISIONS FOR LIFTING EXISTING STRUCTURE TO NEW AND APPROPRIATE ELEVATIONS

ARTICLE 27: To see if the Town will vote to amend the Town's Zoning Bylaw Article XVII – Flood Plain Regulations by 1) changing §325-108 Definitions to §325-109 Definitions and 2) adding a new §325-108 "Special Provisions for Lifting Existing Structures to New and Appropriate Elevations" and by adding four new definitions, alphabetically, to the new §325-109 Definitions, and further to amend §325-2 Word usage and Definitions "Building/Structure Height" paragraph B by deleting the existing language and replacing it, as follows:

§325-108 Special Provisions for Lifting Existing Structures to New and Appropriate Elevations

(1) Notwithstanding the provisions of any other provision of the Harwich Zoning By-law to the contrary, except as otherwise provided pursuant to paragraph (3) of this subsection, 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, 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.

(2) 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.

(3) The exemption established pursuant to paragraph (1) of this subsection 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.

And,
§325-109 Definitions, as the following:

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

EXISTING STRUCTURE means 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.

HIGHEST APPLICABLE FLOOD ELEVATION STANDARD means the one-percent (1%) FEMA base flood elevation plus up to an additional three (3) feet.

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, in no case shall the new and appropriate elevation exceed the highest applicable flood elevation standard.

And,
§325-2 Building/Structure Height

B. For a building or structure located within an area of special flood hazard, refer to §325-108;

And to act fully thereon. By request of the Planning Board

PROVIDE FUNDING FOR AN UPDATE OF THE TOWN'S LOCAL
COMPREHENSIVE PLAN

ARTICLE 28: To see if the Town will vote to raise and appropriate, transfer from available funds and/or borrow a sufficient sum of money for the updated of the Town's Local Comprehensive Plan, and to act fully thereon. By Town Planner, Planning Board and Town Administrator. Estimated cost: \$200,000

Explanation: The Local Comprehensive Plan (LCP) was last updated in 2011. The LCP is written to be consistent with the Cape Cod Commission Regional Policy Plan, which has recently been updated. The LCP is required to be updated every 5 years. The LCP also serves as the Master Plan for the Town pursuant to MGL c.41A, §81D "Such plan shall be a statement, through text, maps, illustrations or other forms of communication, that is designed to provide a basis for decision making regarding the long-term physical development of the municipality. The comprehensive plan shall be internally consistent in its policies, forecasts and standards, and shall include the following elements:" Growth and development Goals and policies statement; Land use plan; Housing; Economic development; Natural and cultural resources; Open space and recreation; Services and facilities; Transportation, and; Implementation program. The plan serves as a guide to future development and needs of Harwich and it also assists the Town with potential grant opportunities.

LIBRARY

FUND TECHNOLOGY HARDWARE AND SOFTWARE FOR BROOKS FREE
LIBRARY

ARTICLE 29: To see if the Town will vote to transfer from available funds the remaining balance of funds contained in the follow articles funded by Free Cash and Appropriation: Article 39 of 2011 Annual Town Meeting (\$1,037.09), Article 23 of 2014 Annual Town Meeting (\$13,459.46) and Article 10 of 2017 Annual Town Meeting (\$6,826). Said transfer of funds 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 Library Trustees. Estimated cost: \$21,322.55

Explanation: The motion to approve this article will re-purpose the remaining balance of \$1,037.09 in Article 39 of the May 2011 Annual Town Meeting Parking Lot Lights and Reconfiguration, \$13,459.46 from Article 23 of the May 2014 Annual Town Meeting for Library Carpet Replacement, and \$6,826 from the \$110,000 designated for the Library generator in Article 10 of the May 2017 Annual Town Meeting for Facility Maintenance and Repair.

Source of Funds

\$1,037.09	Article 39 of the May 2011 ATM - Parking Lot Lights and Reconfiguration
\$13,459.46	Article 23 of the May 2014 ATM – Library Carpet Replacement.
\$6,826.00	Article 10 of the May 2017 ATM for Facility Maintenance and Repair (funds remaining of the \$110,000 designated for Library generator)
<u>\$21,322.55</u>	

GOLF DEPARTMENT

LANDSCAPE RECLAMATION, MAJOR TREE REMOVAL

ARTICLE 30: To see if the Town will vote to raise and appropriate, transfer and/or borrow a sufficient sum of money from the Golf Improvement Fund to continue landscape reclamation and tree removal according to the FY20 Capital Plan, but not restricted to any other areas that the Golf Director and the Committee deem necessary, and to act fully thereon. By request of the Director of Golf and the Golf Committee. Estimated cost: \$35,000.

Explanation: this is the next phase of tree removal specific to the “front side”, holes 1-9. Removal of growth that restricts both air and light enhances the playability of these fairways as recognized by consultation with the USGA, and with the endorsement of the Golf Committee, the Director, and the Superintendent of the Green.

BUNKER RENOVATION AT CRANBERRY VALLEY GOLF COURSE

ARTICLE 31: To see if the Town will vote to raise and appropriate, transfer and/or borrow a sufficient sum of money from the Golf Improvement Fund to rebuild and renovate hazard features according to the FY20 Capital plan at Cranberry Valley Golf Course commonly referred to as “Bunkers”, but not be restricted to any other areas that the Golf Director or Committee deem necessary, and to act fully thereon. By request of the Director of Golf and the Golf Committee. Estimated cost \$75,000

Explanation: This type of hazard has a useful life of up to five years. It is imperative to renew and rebuild these important features of our golf operation periodically to insure the maximum playability of the golf course.

CEMETERY

AMENDMENTS TO CEMETERY RULES AND REGULATIONS
CEMETERY RULES AND REGULATIONS

ARTICLE 32: To see if the Town will vote to approve the revised Cemetery Department Rules and Regulations as submitted by the Harwich Cemetery Commission, and to act

fully thereon. (Changes are in **BOLD UNDERLINED** to be added and **STRIKEOUTS** to be **DELETED**)

Harwich Cemetery Commission Rules and Regulations of Harwich Cemeteries

I. Rules

1. Town Cemeteries are open daily from dawn to dusk.
2. No vehicle shall be operated in any part of the cemeteries and at speeds no faster than 10 MPH. Violators will be subject to a speeding fine.
3. Recreational motorcycling, roller skating, skateboarding, and/or any other types of similar recreational sports are prohibited. The Town is not liable for any injuries sustained by any person participating in a recreational activity within Cemetery property. Any activity that encroaches on individual lots or graves is prohibited.
4. Any person disturbing the quiet and/or order of the grounds by loud noise, speeding, or other improper or disorderly conduct, or who shall violate any of these rules, will be removed from the grounds and such person will be dealt with as provided by law. The entrance of any intoxicated person is prohibited.
5. No person shall remove, cut, break or mark any tree or shrub; or mark upon, deface, or injure any monument or structure on the grounds.
6. Gravestone repairs or rubbings require prior authorization of the Cemetery Commission or its designated agent. A copy of the Association for Gravestones Studies *Gravestone Rubbings Do's and Don'ts* will be provided.
7. Firearms shall not be discharged in the cemeteries, except for salutes at military funerals, Memorial Day, or Veterans Day.

II. Interments

1. Burial lots in the cemeteries shall be used for no other purpose than a place for the interment of the human dead including cremation remains.
2. No interment shall be made until the Cemetery Administrator or designee has been furnished with a burial permit and/or cremation certificate as required by law, together with a written order/interment form from the legal owner, or the legal representative of the right of burial in the lot in which interment is to be made. No grave shall be opened for interment or removal unless authorized by the Cemetery Commission and the area has been flagged by Cemetery personnel.
3. All interments shall be enclosed in a cement vault except. Infants shall require an approved container. Cremations shall require an urn or other permanent approved container.
4. Lot usage: In lots (4' x 10') one full burial and one cremation or four cremations. In cremation lots (4' x 3') two cremations.
5. Single Cremation in Harwich Center Cemetery. Lot usage is for one cremated remain for internment in this section (internment rights are from Plan of Land in Harwich (Center) "Proposed Cremation Section" map prepared by Harwich Engineering Department file # 1529-00.

III. Cemetery Lots

1. Cemetery personnel shall furnish, to those who desire to purchase rights of burial in lots or graves, information relative to the cost of the same and the conditions upon which interments may be made. The owners of rights of burial, or their heirs, shall not sell the said exclusive right of burial other than to the Town of Harwich, as provided for under MGL Ch.114. Compensation will be no greater than the original purchase price.
2. Assignment of right of burial shall be arranged by first contacting the Cemetery Administrator. An assignment form needs to be completed, notarized and submitted to the Cemetery Administrator in order to ensure accurate recording of all assignments.
3. Upon the death of the title owner, a lot passes to heirs-at-law (MGL.Ch.114, s.29) unless specifically devised by will or trust (subject to Ch. 190, sec.3).
6. A full burial lot (minimum 4'x10') containing recorded remains, may, also, accommodate one cremation burial, provided the cremation remains be that of an heir-at-law or family member of the prior interred remains and be so certified and approved by the Commission.
7. Burial lots for the interment of any indigent resident Veteran are provided at no cost and are set aside for burials of Veterans residing in the Town at the time of their entry into service and /or at the time of their death verified by the Veterans Agent and subject to the approval of the Cemetery Commission.
8. Single grave space may be made available to the resident parents and without charge for the indigent, stillborn or very young infant within the Town at the time of death.
9. All work performed on graves or lots by the owners, or by their order, shall be performed only with prior authorization of Cemetery personnel in order to preserve as much as possible the natural appearance of cemeteries.
10. Maintenance of all plantings and maintenance and removal of all plantings and holiday arrangement placed by a lot owner, or designee, is the responsibility of the lot owner, and the Cemetery Commission reserves the right to remove any planting that becomes unsightly. The Town of Harwich is not liable for items left at a grave, or damage to flowers, flags, containers, or monuments due to weather, vandalism, theft, or maintenance procedures. **All Christmas decorations must be removed by January 31st anything left on the grave will be removed by the cemetery personnel.**
11. **Items left at or on the lots after burial will be removed after one week.**
12. **The Above Rules will be strictly enforced.**
13. Annual/perennial flowers must be planted at the base of a monument/marker, so as to not interfere with maintenance department procedures.
14. Fences, borders, curbing, hedges, trees, rampant-growing plantings and crushed stone are prohibited. No signs or lettered wooden boards of any kind are permitted on a gravesite, unless prior approval by Cemetery Commission. Any bench or structure needs prior approval by Cemetery Commission before installation.
15. Masons, stonecutters and all workmen shall at all times be under the control of Cemetery Commission and must carry off all rubbish and restore roads, avenues and paths, damaged by their operations. The Town of Harwich will not be responsible for any errors made by any improper inscription on any memorial.

16. The Town reserves the right to correct any errors made in the description, transfer or conveyance of any interment rights or property, either by canceling such conveyance and substituting and conveying in lieu thereof interment property or burial rights of equal value and similar location may be selected by Cemetery Commission.

IV. Markers, Headstones, Monuments

1. SINGLE LOT – 30”width (left to right) x 16” (front to back) and/or two flush markers.
2. CREMATION LOT
 - a. Cremation Lot (4’ x 3’) maximum of 2 flush markers measuring 2’ x 1’ per marker or 1 marker not to exceed 2’ x 2’.
 - b. Harwich Center Cemetery Cremation Lot (size) one flush marker measuring 8” x 6” with 6” x 4” bronze plaque.
3. MULTIPLE LOTS – Marker is not to exceed 50% of the width of lot with a base depth of 18” maximum and height of 48”.
4. IN EXISTING CEMETERIES – Where family lots have been established, those families will be allowed to add memorials to duplicate the existing markers or headstones.
5. No markers, headstones, monuments, curbing or other structure will be permitted to be erected in the cemeteries without a sufficient foundation. All markers, headstones, monuments and other structures shall be made of granite, marble, slate, or other approved marker. All monuments are to be centered at the head of lot or centered at the mid-line.
6. A marble or granite bench will be allowed on a lot as the *only* permanent, central, inscribed, memorial; therefore both a monument and a bench are not permitted.
7. The Cemetery Administrator is required to have written notification prior to any foundation work/memorials placement, with all information outlined and submitted on a Cemetery Department Monument Permit Order. Prior to the initiation of any monument work, the lot must be marked/flagged by Cemetery Department personnel. Monuments are required to be set in such manner that they will not conflict with the alignment of neighboring monuments.
8. Monuments and other structures that are not in compliance are subject to removal without notice.

V. Administration

Under the administrative direction of the Town Administrator and the policy direction of the Cemetery Commissioners, the Cemetery Administrator shall have overall responsibility for the proper administration of Town Cemeteries in accordance with these rules and regulations and applicable Federal and State laws. The Town of Harwich Home Rule Charter and MGL Ch. 114 establish the Cemetery Commission and the appointment of members. Duties of the Cemetery Commissioners are proscribed under MGL Ch. 114 S23 and the Town of Harwich Home Rule Charter, S 7-15-2.

VI. Active Cemeteries (*Burial space available*)

Evergreen Cemetery, 1403 Orleans Road and 40 Cemetery Road, East Harwich
Island Pond Cemetery, 15 Island Pond Road, Harwich Center
Mount Pleasant Cemetery, 95 South Street, Harwich Port
Kelley Cemetery, 18 Old Brewster Road, North Harwich
South Harwich Cemetery, 270 Chatham Road, South Harwich
Pine Grove Cemetery, 32 Pine Grove Road, West Harwich
North Harwich Cemetery, 610 Depot Street & Main Street Ext., North Harwich
~~Harwich Center Cemetery, 686 Main Street, AKA Congregational Church Yard Cemetery~~

VII. Inactive Cemeteries (*No burial lots available for sale*)

Bank Street Burial Ground, Bank Street, near Long Road
Baptist Church Cemetery, Depot Street & 62 Route 28, West Harwich
Herring River, West Harwich, Herring River, West Harwich
Hawks Nest Cemetery, corner of Spruce and Walker Roads, East Harwich
Lothrop Cemetery, Off Lothrop Ave, West Harwich
Methodist Church Cemetery, corner Queen Anne Rd. & 15 Church Street, East Harwich
Old Methodist Cemetery, AKA Eldredge Cemetery Queen Anne Rd., East Harwich
Old Smith Cemetery, Bells Neck Road, West Harwich
Ryder Cemetery, Route 39 near water tower, Harwich
Cemetery office is located @ ~~273 Queen Anne Road~~ 100 Oak Street, mail received at Town Hall, 732 Main Street. Office phone 508-430-7549 Fax 508-430-7598

Explanation: The Harwich Center Cemetery AKA Congregation Church Yard Cemetery per Land Court Decision is not owned by the Town and will need to be removed from the Active Cemeteries list. Cemetery Office is located at the Community Center 100 Oak Street.

CEMETERY ARBORETUM PROJECT – MAPPING AND SOFTWARE

ARTICLE 33: To see if the Town will vote to raise and appropriate, transfer from available funds and/or borrow a sufficient sum of money to fund the Arboretum project at the cemetery for the mapping and purchase of software. To be funded by the Cemetery Lot Sales Revolving Fund, and to act fully thereon. By request of the Cemetery Administrator and the Cemetery Commission. Estimated cost: \$30,110.

MISCELLANEOUS

SOLAR PHOTOVOLTAIC ENERGY SYSTEMS

ARTICLE 34: To see if the Town will authorize the Board of Selectmen to enter into long-term leases, licenses, agreements, or other contractual agreements on behalf of the Town, subject to such terms and conditions as the Board of Selectmen shall deem to be in the best

interest of the Town, for all or part of any of the following Town-owned properties including:

- “As of Right” Site on Queen Anne Road (next to the existing solar field)
- Cranberry Valley Golf Course (grounds and cart barn)
- DPW Maintenance Building on Queen Anne Road
- Community Center on Oak Street parking canopies
- Public Safety Building ground mount on Sisson Road

for the purposes of developing, sponsoring, administering, installing, operating, and maintaining solar photovoltaic energy systems and supplying solar energy, and further to authorize the Board of Selectmen and Town Administrator to take such actions as may be necessary under Massachusetts law to effectuate said agreements; and to act fully thereon. By Request of the Board of Selectmen.

Explanation: Town is participating CVEC PUI Storage Initiative Round 4 with these sites under consideration.

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

ARTICLE 35: To see if the Town will vote to authorize the Board of Selectmen to execute an amendment to the “Agreement between the Towns of Chatham and Harwich with Respect to the Formation of a Regional School District” as available at the Town Clerks Office of each respective town, and to act fully thereon. By Request of the Board of Selectmen and Monomoy Regional School District.

Explanation: The Monomoy Regional School District Agreement calls for a review of the document after five years. This review has been completed and amendments are recommended. Most of the revisions include elimination of the transition elements contained in the original agreement and an updating of language to include the Monomoy name. Based on feedback from the community and Select Boards, the Assignment of Schools language makes no change to the current regional agreement wording about assignment to elementary schools. Both towns retain their elementary schools with their town's children attending elementary school in the town of their residence. The Capital Expenditure and Borrowing costs shares have been updated to reflect the cost sharing of the operating budget. The amendment must be approved by both Harwich and Chatham respective Board of Selectmen and Town Meeting before becoming effective.

M.G.L./CHARTER /BY-LAW AMENDMENTS

AMEND THE TOWN OF HARWICH - CHARTER TO THE WATER COMMISSION
TO WATER/WASTEWATER COMMISSION

ARTICLE 36: To see if the Town will vote pursuant to M.G.L. c.43B, §10 to amend Chapters 6 and 10 of the Town Charter, which amendment will be subject to approval by the voters at the 2020 Annual Town Election, as set forth below, with strikethrough text to be deleted and bold text to be inserted:

1. Amend Chapter 6, subsection 6-1-1, General Provisions, as follows:

6-1-1 The officers and town agencies to be elected by vote of the town shall be: a moderator, a town clerk, a board of selectmen as provided in chapter 3, members of the Monomoy regional school district committee, a water **and wastewater** commission, a board of library trustees, and a housing authority.

2. Amend Chapter 6, Section 6, Water Commission, as follows:

Section 6. Water **and Wastewater** Commission

6-6-1 A water **and wastewater** commission of ~~3~~ **5** members shall be elected for 3-year overlapping terms.

6-6-2 The water **and wastewater** commission shall possess and exercise all powers given to ~~this the~~ **the board of water commissioners** under chapter 165 of the acts of 1935, **and boards of sewer commissioners under chapter 83 of the General Laws. The water and wastewater commission shall be responsible for the administration, maintenance and operation of the water and sewer systems and facilities.**

6-6-3 The **water and wastewater** commission shall appoint a water **and wastewater** superintendent, ~~and shall request this officer to cooperate with, and be responsive to, requests from~~ **who shall work cooperatively with the town administrator.** ~~the town administrator's office.~~

6-6-4 Notwithstanding any other provision of this section to the contrary, the board of selectmen shall be responsible for the design and construction of the town sewer systems and for implementation of the comprehensive wastewater management plan.

3. Amend Chapter 10, Additional Provisions, by inserting the following new section:

Section 4. Water and Wastewater Commission Transition

10-4-1 The vote of the May 6, 2019 Annual Town Meeting to amend Section 6 of the Town Charter shall take effect upon approval by the voters at the 2020 Annual Town Election ("amendment").

10-4-2 As of the effective date of the amendment, the water commission shall have the additional powers, duties and responsibilities of a sewer commission under the general laws, except as otherwise specified in the amendment. No contracts or liabilities in force on the effective date of the amendment shall be affected by the expansion of the powers and duties of the water commission, and the newly established water and wastewater commission shall in all respects be the lawful successor of the water commission. All records, property and equipment whatsoever of the water commission shall be assigned to the water and wastewater commission, and any appropriation for the operations of such water commission and water system, and for the sewer system, shall be available for expenditure by the water and wastewater commission consistent with the purposes for which such funds were appropriated.

10-4-3 Any incumbent elected water commissioner shall serve as a member of the water and wastewater commission for a period equivalent to the remainder of their elected term, and shall be entitled to have the words “candidate for re-election” appear next to their name on the ballot if they choose to run for election to the water and wastewater commission while serving in that capacity. At the first annual town election held after the effective date of this Charter amendment, two additional offices of water and wastewater commissioner shall be included on the election warrant, one for a two-year term and one for a three-year term; provided, however, that until said election, the water and wastewater commission shall be deemed to consist of three members.

And to act fully thereon. By request of the Board of Selectmen and Water Commissioners.

CHARTER AMENDMENTS – CAPITAL OUTLAY COMMITTEE

ARTICLE 37: To see if the Town will vote pursuant to M.G.L. c.43B, §10 to amend Chapter 9, Sections 5 and 6 of the Town Charter, which amendment will be subject to approval by the voters at the 2020 Annual Town Election, as set forth below, with strikethrough text to be deleted and bold text to be inserted:

CHAPTER 9. FINANCIAL PROVISIONS AND PROCEDURES

Section 5. Capital Outlay Committee

9-5-1 A capital outlay committee of 7 members shall be appointed for 3-year overlapping terms. Two members shall be appointed by the finance committee, 2 members shall be appointed by the board of selectmen, 1 member shall be appointed by the planning board, and 2 members shall be appointed by the town administrator.

9-5-2 The capital outlay committee shall assist the town administrator in the development of the capital outlay plan *to be adopted and/or amended each year at the Annual Town Meeting; and may, at the request of the Town Administrator and/or the Board of*

Selectmen, assist the Town Administrator in the preparation of a Capital Outlay Budget.

Section 6. Capital Outlay Plan [Amended 5-23-2012 by Ch. 103 of the Acts of 2012] 9-6-1

The purpose of the 7-year capital outlay plan shall be to provide the town with a long-range forecast of the town's *major* capital improvement needs and to attempt to keep debt borrowing levels as even as possible from year to year.

9-6-2 A "capital outlay" shall mean the acquisition, construction or renovation of buildings, equipment or land having a total cost of \$50,000 **\$100,000** during any budget year and planning funds for any such capital outlay **that may require a debt exclusion, a capital exclusion or a Proposition 2 1/2 override.**

9-6-3 The town administrator and the capital outlay committee shall submit a 7-year capital outlay plan to a joint public meeting of the board of selectmen and the finance committee during the month of December of each year.

9-6-4 The board of selectmen shall prepare articles to be included in the May annual town meeting warrant seeking adoption of the 7-year capital outlay plan and funding of the current year of the plan.

9-6-5 A simple majority vote of the town meeting shall be required to adopt the 7-year capital outlay plan as submitted. **Any amendment to a previously adopted Capital Plan shall require a two-thirds vote at the Annual Town Meeting.**

9-6-6 If any part of the current year of the plan receives funding support at the annual town meeting, but fails at any necessary debt exclusion, capital exclusion or proposition 2 1/2 override ballot votes, the unsupported portion shall be returned to the 7-year capital plan in year 1 of the next 7-year plan.

9-6-7 **With the exception of petition articles,** any article included in the annual or special town meeting warrant which requests a capital outlay as defined in section 9-6 2, ~~but~~ which has not been recommended by the **shall require approval of the** capital outlay committee, the board of selectmen and the finance committee **and all such proposed amendments shall require** a 2/3 majority vote of the town meeting, and to act fully thereon. By Request of the Board of Selectmen and the Bylaw Review Committee.

CHARTER AMENDMENTS – EX-OFFICIO MEMBER APPOINTMENTS

ARTICLE 38: To see if the Town will vote pursuant to M.G.L. c.43B, §10 to amend Chapter 7, Section 7 of the Town Charter, which amendment will be subject to approval by the voters at the 2020 Annual Town Election, by adding a new subsection 5 as set forth below, with strikethrough text to be deleted and bold text to be inserted:

7-1-5 Ex-Officio Appointments

In order to ensure that the terms of ex-officio appointees do not exceed the terms of their appointments by the sending official, board, commission or committee, all

such appointments shall run for one year or less to end on June 30th of the then current fiscal year. In the event of a resignation or inability to serve by an ex-officio appointee either from the sending entity or as ex-officio appointee, the term of the replacement shall expire in accordance with the term of the original appointee. Any ex-officio appointment made by a board, committee or commission under the jurisdiction of Board of Selectmen shall be subject to approval by vote of 3 or more members of the Board of Selectmen.

And further to amend Chapter 7, Section 2, Item 7-2-2 of the General Provisions, Item (b) to read:

Elect necessary officers including ex-officio appointments under the jurisdiction of the sending board, commission or committee.

and to act fully thereon. By Request of the Board of Selectmen and the Bylaw Review Committee.

COMMUNITY PRESERVATION

APPROPRIATE SUMS OF MONEY FROM THE FY20 ESTIMATED ANNUAL REVENUES OF THE COMMUNITY PRESERVATION ACT FUND

ARTICLE 39: To see if the Town will vote to appropriate the following sums of money from the FY 20 estimated annual revenues of the Harwich Community Preservation Act Fund as required by the 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; and
- A sum of money for the Community Preservation Act Fund FY 2018 Undesignated Fund Balance (including Recreation)

and to act fully thereon. By request of the Board of Selectmen.

<u>Appropriation</u>	<u>FY 20</u>
Community Housing Reserve	\$168,411
Open Space Reserve	\$168,411
Historic Preservation Reserve	\$168,411

Explanation: To see if the town will reserve for future appropriations amounts from the FY 20 Community Preservation Act Fund estimated annual revenues for the purpose of acquisition, creation and preservation of open space and community housing, for the purpose of acquisition, preservation, restoration and rehabilitation of historic resources.

FUND LAND BANK DEBT SERVICE

ARTICLE 40: To see if the Town will vote to appropriate from the Community Preservation Act Funds – Undesignated Fund Balance, \$553,700, to fund the Debt Service on the outstanding Land Bank Debt. Any funds left unspent from this Article are to be returned to the Community Preservation Act funds – Undesignated Reserve, and to act fully thereon. By request of the Community Preservation Committee and the Finance Director. Estimated Cost: \$553,700.

COMMUNITY PRESERVATION ACTIVITIES UNDER \$50,000

ARTICLE 41: To see if the Town will vote to raise and appropriate, and/or transfer from the Community Preservation Act, a sufficient sum of money to fund the items in the table below consistent with their respective applications. Any funds left unspent from this Article are to be returned to the Community Preservation Act Fund from which the appropriation is made as specified in the chart below, and further authorize the Community Preservation Committee to enter into an agreement with the Community Development Partnership, and to act fully thereon. By request of the Community Preservation Committee, Recreation Department, the Community Development Partnership, and the Bikeways Committee. Estimated Cost: \$72,450

	<u>Project</u>	<u>Purpose</u>	<u>Amount</u>	<u>Appropriation Source</u>
1	Community Development Partnership	Cape Housing Institute	\$7,500	Community Housing Reserve
2	Lifeguard Stands	Replace 11 Lifeguard Stands at Town Beaches	\$37,950	Undesignated Reserve
3	Depot Street North Crossing System	Installation of pedestrian warning lights on the bike trail	\$27,000	Undesignated Reserve
		TOTAL	\$72,450	

BROOKS ACADEMY MUSEUM

ARTICLE 42: To see if the Town will vote to raise and appropriate and/or transfer from the Community Preservation Act – Historic Preservation Reserve, a sufficient sum of money to fund first, a structural engineering study pertaining to the foundation of the building; second, to be used to make said foundation structurally sound; and third, once both of the above are completed, to be used to restore and preserve the outer shell of the building and/or protect the building from further damage due to water and dampness, including any appurtenant interior work. Any funds left unspent from the 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 and the Brooks Academy Museum Commission. Estimated Cost: \$130,000

AFFORDABLE HOUSING TRUST

ARTICLE 43: To see if the Town will vote to appropriate from Community Preservation Act Funds – Community Housing Reserve, \$304,384.47 and \$35,615.53 from the Estimated FY 20 Community Housing Revenue for a total of \$340,000 to fund the Harwich Affordable Housing Trust to create and preserve affordable housing in the Town of Harwich in the amount of \$310,000, and to fund a part-time Housing Coordinator in the amount of \$30,000. Any funds left unspent from this Article are to be returned to the Community Preservation Act Funds – Community Housing Reserve, and to act fully thereon. By request of the Community Preservation Committee and the Board of Selectmen. Estimated Cost: \$340,000

SAND POND RESTROOM PROJECT

ARTICLE 44: To see if the Town will vote to appropriate from Community Preservation Act Funds-Undesignated Fund Estimated FY 20 Revenue, \$125,000 to replace current restroom facility at Sand Pond, Harwich. Any funds left unspent from this Article are to be returned to the Community Preservation Act Funds-Undesignated Fund Balance, and to act fully thereon. By request of the Community Preservation Committee and the Harwich Recreation and Youth Commission. Estimated Cost: \$125,000

WHITEHOUSE FIELD IMPROVEMENT PROJECT

ARTICLE 45: To see if the Town will vote to appropriate from Community Preservation Act Funds-Undesignated Fund Estimated FY 20 Revenue, \$55,000 to replace the scoreboard at Whitehouse Field and to purchase and install safety netting and poles in front of spectator berms on first and third base lines. Any funds left unspent from this Article are to be returned to the Community Preservation Act Funds-Undesignated Fund Balance, and to act fully thereon. By request of the Community Preservation Committee and the Harwich Recreation and Youth Commission. Estimated Cost: \$55,000

RED RIVER BEACH SHORELINE STABILIZATION PROJECT

ARTICLE 46: To see if the Town will vote to appropriate from Community Preservation Act Funds-Open Space Reserve in the amount of \$50,000 and from the Undesignated FY 20 Estimated Revenue \$50,000 to preserve and protect the Red River Beach Shoreline. Any funds left unspent from this Article are to be returned to the Community Preservation Act Funds – Open Space Reserve and Undesignated Reserve, and to act fully thereon. By request of the Community Preservation Committee and the Conservation Commission. Estimated Cost: \$100,000

PRIVATE PETITIONS

DEFRAY THE EXPENSES OF THE CHASE LIBRARY AND HARWICH PORT LIBRARY

ARTICLE 47: 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 Petition. Estimated cost: \$20,000

Explanation: Chase Library and Harwich Port Library are free, publicly supported libraries. Town funds have been appropriated either through the general budget or by articles since 1911 (Chase) and 1926 (Harwich Port). These funds are essential for continued operation and for the customary State reimbursements.

PROMOTE THE TOWN OF HARWICH

ARTICLE 48: 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 petition. Estimated cost: \$30,000

Explanation: For more than 60 years, Harwich Chamber of Commerce (HCC) has worked in the best interest of Harwich and for the people living in, working in and visiting the Town of Harwich. Since 1995, the citizens of Harwich, through the annual Town Meeting, have voted to fund warrant articles submitted by the Harwich Chamber of Commerce in support of its work promoting the community, providing needed informational services, and developing and advancing economic sustainability and development strategies. We are again requesting the Town's support for the Chamber's efforts in:

- (a) providing year-round informational services to residents, visitors, second homeowners, and businesses (over 78,000 visits to our Information Center in 2018)*
- (b) Support of the Chamber's efforts, in partnership with the Town of Harwich, to develop and implement economic development initiatives to benefit the Town as defined by objectives in the Town's Local Comprehensive Plan, and marketing Harwich's Cultural Districts; the simultaneous designation of both Harwich Port and Harwich Center in 2019.*
- (c) Promoting the Town of Harwich and its brand: The Warm Side of the Cape, thereby continuing to grow the vitality and economy in the community.*

(a) Year-Round Information Services: Harwich's Information Center is open 52 weeks a year. Combining this valuable resource with the Chamber's internet/website portals, New

explore boards located at Logan Airport, North and South Stations as well in many locations throughout Massachusetts, New England and Nationally and continued telephone and mail inquiries, Harwich Chamber annually provides more than 320,000 instances of contact with visitors, seasonal and year-round homeowners and residents, organizations and businesses. These connections offer the opportunity to market and promote the Town utilizing our new brand "The Warm Side of the Cape." By being available to meet the needs of our "customers" we are able to encourage patronage of our local amenities and businesses and to connect individuals and businesses with the appropriate Town offices and officials 12 months a year in a friendly, warm and upbeat fashion.

(b) Promoting the Town of Harwich: The Harwich Chamber continues to be the lead force in promoting the Town of Harwich. By utilizing a multi-faceted approach, HCC strives to position Harwich as a premier destination for local, regional, national and international individuals and families. The marketing strategies are aimed at encouraging residents, second homeowners (current and potential), and visitors to avail themselves of Harwich's recreational amenities, as well as for shopping, dining, vacations, day trips, events and festivals. The plan, which positions Harwich as a desired vacation destination and an outstanding place in which to live and work, includes:

1. The 2019 Harwich Magazine will celebrate our history and our future as well as continue to share our Arts and Culture, the Town's primary comprehensive printed and online publication for attracting visitors to Harwich, and a year round resource for our residents, second home-owners and businesses.
2. The HCC website's robust content complements the Magazine and links to a wide range of Town resources.
3. Ancillary printed and on-line pieces, including specialized maps (cranberry bogs, lodging locator, dining locator, beaches, bike trail) that target market segments and interests. As well as the new Cultural District maps for Harwich Port and Harwich Center.
4. Media placements in local, regional and national publications.

Special events and festivals are about more than attracting people to town to enjoyable experiences. They are about defining key elements of Harwich's brand and about parlaying those assets into support for our businesses, non-profit organizations, and the community. In 2017 the Harwich Chamber of Commerce in partnership with sponsorships from Harwich Chamber of Commerce members we brought back after a 10 year absence the much-loved Fireworks as part of the Harwich Cranberry Festival and continues to grow today. In addition, Fall for Harwich provided the umbrella under which thousands of people were invited to participate in a wide array of more than 30 events, including the half-marathon road race, music festival, bog walks, concerts, teas, arts & crafts, our second sidewalk sale and more. Fall for Harwich and Christmas in Harwich also provide opportunities for our local non-profits to raise much needed funds and increase their visibility. In addition, the Chamber continues to actively engage in creating and implementing new events as well as expanding existing events. In 2018, the Chamber coordinated ten Port Summer Night Musical Strolls in Harwich Port, (traditionally every Wednesday in July & August in 2018 we added the last Wednesday in August and the first Wednesday in September as a thank you to our residents) several musical concerts that combined opportunities with restaurants and other businesses to increase meals, shopping

and a night out with a show. We look forward to continuing to expand these offerings in 2019.

Economic Development: HCC will continue to collaborate with the Town on economic development strategies and initiatives. Over this past year, HCC has worked tirelessly on behalf of the Town and its businesses and continues to do so with sponsoring gatherings with key partners at the state level bringing them into our town. The Chamber has also provided training, counsel and support to dozens of small businesses challenged to survive in the current economic climate, and has met with several individuals considering locating their business in Harwich.

HCC continues to strengthen its collaboration with other local chambers of commerce through the Local Cape Chambers Collaborative (LC3) and the Lower Cape Chambers group. Among the many activities currently underway are:

- With LC3 meeting with the Economic Development Council on regional economic development priorities, identified by local chambers in consultation with town officials
 - With LC3 continued advocacy on transportation issues, including real time information, bridge issues, issues relating to drug use, attracting more traffic to the Regional Airport and more.
 - With Lower Cape Chambers hosting the Annual Lower Cape Home & Garden Show this year again to be held at the Cape Cod Tech, trainings, inter-chamber networking (giving greater business-to-business opportunities)
 - Parking and Connectivity continue to explore opportunities for remote parking lots and transit service for harbors, beaches and other sites with high seasonal demand
- The Chamber is honored to partner with the Town on building a better community, but the Chamber relies on the Town's support to help achieve its goals. Without this support, the Chamber's marketing activities will be significantly reduced. We appreciate the past support of the Town of Harwich and request funding for these important, revenue-generating initiatives. Thank you for your consideration

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

ARTICLE 49: To see if the Town will vote to raise and appropriate, transfer from available funds and/or borrow a sufficient sum of money to supplement the Massachusetts Cultural Council annual allocation for community grant awards to artists, performers, and interpretive scientists 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 Harwich Cultural Council. Estimated Cost: \$3,600.

PLEASANT BAY RESOURCE MANAGEMENT PLAN UPDATE

ARTICLE 50: To see if the Town will vote to raise and appropriate, transfer from available funds and/or borrow the sum of \$26,170 to cover the Town's share of matching funds for conducting an update of the Massachusetts Estuaries Project Linked Watershed Model for Pleasant Bay. The funds will be combined with a total of \$119,220 in matching funds from the Towns of Brewster, Chatham and Orleans, and \$72,610 from the Southeast New England Estuaries Program Watershed Grant awarded to the Pleasant Bay Alliance. The

model update is an implementation activity specified in the Pleasant Bay Watershed Permit issued to the Town by Massachusetts Department of Environmental Protection, and to act fully thereon. By request of the Pleasant Bay Alliance. Estimated cost: \$26,170.

AMEND THE CODE OF THE TOWN OF HARWICH TO PROHIBIT THE
PROCUREMENT OR DISPENSING OF BEVERAGES IN PLASTIC CONTAINERS

ARTICLE 51: To see if the Town will vote to adopt the following as a General Bylaw and to insert it into the Cod of the Town of Harwich as Chapter 125, Article I, §125-1:

The procurement by the Town of Harwich of either water or any other beverage in plastic containers of any size is prohibited, and the dispensing of water or any beverage in plastic containers is prohibited on Town property, and to act fully thereon. By Petition.

Explanation: The by-law is a municipal by-law. It eliminates town procurement and distribution of plastic bottled beverages. It is not a commercial ban. We are taking the perspective that the town, being a government entity, has within its oversight the responsibility to protect human and environmental health, with the latter also having a relationship to human health. Arguably, plastic is a known human health issue based on the fact that it cannot biodegrade and will enter the human food chain. Further, plastic production relies on non-renewable resources and creates toxic emissions at the point of production, recycling and incineration-based waste disposal. Also, there is evidence that chemicals within plastic leach into the beverage within a bottle thereby presenting yet another entry point for adverse health consequences.

REFRAIN FROM USING TOWN FUNDS/RESOURCES TO ENFORCE FEDERAL
IMMIGRATION LAWS

ARTICLE 52: To see if the Town of Harwich will vote to request the Selectmen to authorize Town law enforcement and Town officials to refrain from using Town funds and/or other Town resources to enforce federal immigration laws to the extent permissible by law, including, but not limited to, 8 U.S.C. §1373 and 8 U.S.C. §1644, in keeping with current practices, unless presented with a criminal warrant, court order or other evidence of probable cause as required by the Fourth Amendment of the United States Constitution, and to act fully thereon. (Non-binding resolution) By Petition. No funding requested

Explanation: This article is a non-binding resolution that asks the Town of Harwich to affirm its current policy regarding immigration enforcement and its Police Mission Statement to provide "legitimate and equitable law enforcement with a strong focus on active community engagement and community service." When everyone feels free to approach police or other officials, including people concerned about their immigration status, then it is more likely that suspicious activity will be reported, that people will step forward as witnesses, that an abused woman will come for help, that people will call in an emergency. This approach has already been favored in several Cape Cod towns, and also by police chiefs throughout the country. Reports show that decreases in crime with this approach – just as multiple studies show that immigrants in general are less likely to

commit crimes than U.S. born persons. Those are facts. The Town of Harwich has a clear interest in unbiased community interactions and the Harwich Police Department is committed to the "health, well-being, and safety" of all town residents. This article will help in achieving these goals.

SUPPORT FOR LEGISLATION TO CHANGE STATE SEAL AND MOTTO

ARTICLE 53: To see if the Town will vote to support proposed legislation providing for the creation of a special commission to (1) investigate the features of the official seal and motto of the Commonwealth, and (2) ensure that they accurately reflect and embody the historic and contemporary commitments of the Commonwealth to peace, justice liberty and equality as well as basic respect for members of Native Nations residing in the Commonwealth, and to act fully thereon. By Petition

Explanation: *Resolution in Support of Changing the State Flag and Seal of Massachusetts: Whereas the history of the State of Massachusetts is replete with instances of conflict between the European Colonists and the Native Nations of the region, who first extended the hand of friendship to the Colonists on their shores in 1620, and helped them to survive starvation during the settlers' first winters on their land; Whereas members of the Native Nation for whom the State of Massachusetts is named were ambushed and killed by Myles Standish, first commander of the Plymouth Colony, in April of 1623, barely two years after the Pilgrims arrived on their shores; Whereas the naked Colonial broadsword brandished above the head of the Native man on the Massachusetts state Flag and Seal is copied from Myles Standish's own broadsword, borrowed from the Pilgrim Hall in Plymouth by the illustrator Edmund Garrett in 1884; Whereas the belt binding the Native's cloak on the Flag and Seal is modeled after a belt worn by Metacomet, known to the English as King Philip, who was among the Wampanoag leaders who resorted to a mutually destructive war in 1675-76 in defense of Native lands against Euro-Colonial encroachment; Whereas the proportions of the body of the Native man in the Flag and Seal were taken from a Native skeleton kept in Winthrop, the bow modeled after a bow taken from a Native man shot and killed by a colonist in Sudbury in 1665, and his features taken from a photograph of an Ojibwe chief from Great Falls, Montana, considered by the illustrator to be a "fine specimen of an Indian," though not from Massachusetts; Whereas the history of relations between Massachusetts since Colonial times and the Native Nations who continue to live within its borders includes the forced internment of thousands of so-called "praying Indians" on Deer Island, in Boston Harbor, where they died by the hundreds of exposure in 1675; their subsequent enslavement in Boston, Bermuda, and the Caribbean Islands; the offering of 40 pounds sterling as bounty for the scalps of Native men, women and children in Massachusetts beginning in 1686, increased to 100 pounds sterling for the scalps of Native adult males by 1722, half the amount for Native women and children; Whereas Native Nations within the boundaries of Massachusetts were kept in a state of serfdom, and their members legally considered incompetent wards of the state until the nonviolent action of the so-called Mashpee Rebellion of 1833 led to the granting of Native*

*self-rule by the Massachusetts legislature in 1834, as if the sovereign right of Native self-government was the Massachusetts legislature's to confer;
Whereas Native Americans were legally prohibited from even stepping foot into Boston from 1675 until 2004, when that law was finally repealed;
Whereas the 400th anniversary of the landing of the European Colonists at Plymouth Plantation, which gave rise to the long chain off genocidal wars and deliberate policies of cultural destruction against Native Nations of this continent, is approaching in the year 2020, affording every citizens of the Commonwealth a chance to reflect upon this history and come to a new awareness of a better relationship between the descendants of the Euro-Colonial immigrants and the Native Nations of these shores;
And whereas members of Native Nations have long suffered the many abuses of racism, the appropriation of their symbols for public schools and sports teams, the diminution and pollution of their ancestral lands and the encroachment of their cultural lifeways;
Therefore, we the voters of the Town of Harwich hereby adopt this resolution in support of HD.2968 and SD.1495, a Resolve providing for the creation of a Special Commission relative to the Seal and Motto of the Commonwealth, such commission to include members of the legislature and members of Native Nations residing in the Commonwealth. We believe that this effort is long overdue and is necessary to ensure respectful treatment of a people long denied the full experience of citizenship in the Commonwealth*

GENERAL BYLAW AMENDMENT. SINGLE USE PLASTIC STRAW BAN BYLAW

ARTICLE 54: To see if the Town will vote to amend the Harwich General Bylaw Chapter 122 Hazardous Materials as follows:

Article III Single-Use Plastic Straws

122-9. Single-Use Plastic Straw Ban

122-9-1. Intentions and Findings.

It has been found that:

- 1) Plastic straws are rarely recycled.
- 2) Harwich's proximity to bodies of salt and fresh water means that plastic straws that go uncollected by DPW have a high chance of ending up on the beaches or in the water.
- 3) Plastic straws take up to 200 years to degrade.
- 4) Accidental ingestion of plastics, including straws, kills and injures many animals.
- 5) The degrading of plastic straws releases chemicals toxic to wildlife and the environment.
- 6) The United States currently uses approximately 500 million straws per day.
- 7) There is a national movement to reduce and ban the use of plastic straws and reasonable affordable alternatives are available.

Because Harwich has a duty to protect the natural environment, and its preservation affects the economy and the health of its citizens, this amendment proposes to ban the sale or dispensing of single use plastic straws, including those made from polyethylene,

polypropylene, and polystyrene, by any food establishment, retail establishment, or public venue in the Town of Harwich.

122-9-2. Definitions

“Plastic straw” shall mean any single use plastic straw including but not limited to those made from polyethylene, polypropylene, and polystyrene.

“Food Establishment” shall mean any operation, including without limitation schools, farmers markets and other public venues, that stores, prepares, packages, serves, vends or otherwise provides food for human consumption. 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 the purposes of this bylaw.

“Retail Establishment” shall mean any commercial business facility that sells goods directly to consumers including but not limited to grocery stores, pharmacies, liquor stores, convenience stores, retail stores and vendors selling clothing, food, and personal items, dry cleaning services, theaters and all other food service establishments.

“Public Venues” shall mean operations including but not limited to meeting halls, churches, schools, Town buildings and offices.

122-9-3. Use Regulations

Plastic straws shall not be used, dispensed, or sold by any Food Establishments or any Retail Establishment within the Town of Harwich on or after January 1, 2020. Any stock remaining after that date shall be accepted for disposal free of charge, through January 31, 2020, at the Harwich Transfer Station.

122-9-4. Administration and Enforcement

This Bylaw may be enforced by any Town Police Officer or agent of the Board of Health through any lawful means in law or in equity, including but not limited to non-criminal disposition pursuant to MGL Chapter 40 Section 21D and Article VII General Section 37. Penalties And Enforcement of the Town’s General Bylaws. If non-criminal disposition is elected, then any Establishment which violates any provision of this Bylaw shall be subject to the following penalties:

First Offense: \$100 fine

Second Offense: \$200 fine

Third and Subsequent Offenses: \$300 fine for each offense

Offenses occurring within two years of the date of first reported offense will be considered as subsequent offenses. Each day or portion thereof shall constitute a separate offense, to do or act anything thereon.

The Board of Health, after a hearing conducted in accordance with the procedures set forth in 105 CMR 590.14 and 590.15, may suspend or revoke the food service permit for any establishment failing to comply with this Bylaw.

122-9-5. Severability

If any provision of this bylaw is declared invalid, or unenforceable, the other provisions shall not be affected thereby. Or take any other action relative there to. By Petition.

AMENDMENT TO THE HARWICH BOARD OF HEALTH REGULATIONS –
RESTRICT THE SALE OF FLAVORED TOBACCO

ARTICLE 55: To amend the Regulation of the Harwich Board of Health Restricting the Sale of Tobacco Products by adding the additional language:

C. Definitions:

Flavored Tobacco Product: Any tobacco product or component part thereof that contains a constituent that has or produces a characterizing flavor. A public statement, claim or indicia made or disseminated by the manufacturer of a tobacco product, or by any person authorized or permitted by the manufacturer to make or disseminate public statements concerning such tobacco product, that such tobacco product has or produces a characterizing flavor shall constitute presumptive evidence that the tobacco product is a flavored tobacco product.

N. Prohibition of the Sale of Flavored Tobacco Products [subsequent sections relettered]

The sale of flavored tobacco products is prohibited. No person shall sell or distribute or cause to be sold or distributed any flavored tobacco product.

and to act fully thereon. By Petition.

SELECTMEN AND FINANCE COMMITTEE PUBLIC RECORD OF VOTES

ARTICLE 56: To see if the Town will vote to require the individual voting records of Selectmen and Finance Committee members as recorded in the minutes of relevant meetings be included in the Warrant with any Article before Town Meeting for a vote at any Annual or Special Town Meeting, and to act fully thereon. Estimated cost: \$0.00. By Petition.

Explanation: Many voters do not follow any selectmen's meetings, or Finance Committee meetings. Many are not substantially informed about the pros and cons of an article until the requirement to vote is at hand. This proposal will establish an easily verifiable record for voters, and so should be of assistance at Town Meeting, when explanations may be required or a full sense of the Board of Selectmen needs to be understood. It will also serve as a readily available record for and about any individual seeking an appointment or reelection.

AMEND THE CODE OF THE TOWN OF HARWICH CHARTER TO UPDATE THE
NAME "SELECTMEN" TO "SELECT BOARD"

ARTICLE 57: To see if the Town will vote to propose the following amendment to the Harwich Home Rule Charter, to be approved by the voters at the next annual Town election as follows: (new text shown as underlined)

Amend Chapter 3, §1-1 as follows:

A board of selectmen of 5 members shall be elected at-large for 3-year overlapping terms. For purposes of this Charter, the Board of Selectmen shall be referred to as the Select Board.

And further, by deleting, in every other instance in which they appear, the words "Board of Selectmen" and inserting in their place, "Select Board", and to act fully thereon. By Petition.

Explanation: To amend the charter to reflect that not only men are elected to the Board of Selectmen and to ensure that the Town is viewed as inclusive to all.

PET BURIAL GROUND

RESCIND ARTICLE 57 OF THE MAY 2016 ANNUAL TOWN MEETING
AUTHORIZING THE PET BURIAL GROUND

ARTICLE 58: To see if the Town will vote to rescind its previous action on Article 57 of the 2016 Annual Town Meeting and take the parcel of land containing 2.25 acres, more or less, located at 276 Queen Anne Road, shown on Assessors Map 69 as Parcel M1, and being a portion of the premise acquired by the Town pursuant to order of taking recorded with the Barnstable Registry of Deeds in Book 11666, Pages 103-105 from the jurisdiction of the Cemetery Commission and return such jurisdiction to the Board of Selectmen for the care, custody, management and control of said property, and to act fully thereon. By Petition.

*Explanation: 1. The Cemetery Commissioners do not have the jurisdiction to solicit or evaluate alternative proposals for this valuable parcel of land, therefore, the best interests of the taxpayers cannot be assured under their purview. The Town Selectmen have such jurisdiction and it's within their purview to maximize and protect taxpayer interests.
2. The proposal for using this land as a pet burial ground relies on a significant but unspecified portion of its revenue coming from residents of other towns, as well as unknown levels of "donations." Any shortfalls from these unspecified revenue sources will result in Harwich taxpayers having to foot larger shares of the burden in effect providing potentially higher and higher levels of subsidy into the future. Accordingly, this taxpayer petition requests that the jurisdiction of this land be returned to the Town Selectmen.*

ESTABLISH ANNUAL REVOLVING FUND FOR THE PET BURIAL GROUND

ARTICLE 59: To see if the Town will vote to amend the Departmental Revolving Funds By-law by adding a new revolving fund to be known as the Harwich Pet Memorial Gardens & Walking Park Fund, as set forth below:

<u>Revolving Fund</u>	<u>Authorize to Spend Fund</u>	<u>Revenue Source</u>	<u>Use of Fund</u>
Harwich Pet Memorial Gardens & Walking Park Fund	Cemetery Administrator, Cemetery Commission	Revenue received from the sale of pet burial lots and fees	Maintenance, improvements, care and support of pet burial ground to the pet burial ground

Or to act fully thereon. By request of the Cemetery Commission.

COMPLETE THE CONSTRUCTION OF THE PET BURIAL GROUNDS

ARTICLE 60: To see if the Town will vote to raise and appropriate, transfer from available funds and/or borrow a sufficient sum of money to fund the completion of the pet burial grounds, \$60,720 and to reimburse the General Fund \$70,280 for the initial cost of preparing and improving the burial grounds. Funds contained within this appropriation are to come from the sale of pet burial lots and fees, and to act fully thereon. By request of the Cemetery Administrator and the Cemetery Commission. Estimated cost: \$131,000.

LAND MATTERS

APPROVE EASEMENT FOR VERIZON AND EVERSOURCE ENERGY AT 1464 ORLEANS-HARWICH ROAD (RTE. 39) AT FIRE STATION 2

ARTICLE 61: To see if the Town will vote to authorize the Board of Selectmen to grant to Verizon New England Inc. and NStar Electric Company d/b/a Eversource Energy perpetual rights and easements for telephone and electric services to be installed on (1) parcel of land at 1464 Orleans Road (Rt. 39). This parcel is identified on Assessor's Map 87, Parcel J1, being the site of the new Fire Station 2, on such terms and conditions and for such consideration as the Selectmen may determine, which may be nominal consideration, and to act fully thereon. By request of the Board of Selectmen.

HARWICH AFFORDABLE HOUSING TRUST – LIST OF TOWN PROPERTIES TO DESIGNATE AS AFFORDABLE

ARTICLE 62: To see if the Town will vote to transfer the care, custody and control of the parcels of land described below from the tax custodian, the Board of Selectmen or other board or officer having custody thereof for tax title, affordable housing or other purposes for which such parcels are currently held to the Harwich Affordable Housing Trust for

affordable housing purposes including the purpose of conveyance, and to authorize the execution of any deeds and other documents as may be necessary or appropriate to accomplish the foregoing, which parcels of land are described more particularly as follows:

- (a) Two parcels of land located on Oak Street, one identified on Assessors Map 61 as Parcel B1-A (containing 1.58 acres, more or less) and the other on Assessors Map 61 as Parcel B1-B (containing 1.32 acres, more or less), shown on a plan recorded with the Barnstable Registry of Deeds in Plan Book 337, Page 62, and being the premises described in a deed recorded in Book 6233, Page 206;
- (b) The parcel of land located on Depot Street, identified on Assessor's Map 56 as Parcel P12 (containing one acre, more or less), and being a portion of the premises described in Book 652, Page 71 and being the premises described in Foreclosure in Tax Lien Case in Book 21728, Page 319;
- (c) The following parcels of land located on or near: 0 Depot Street, identified on Assessors Map 63 as Parcel J1 (containing 1.41 acres, more or less), and being the premises described in a deed in Book 8241, Page 226; 0 Orleans Road, identified on Assessors Map 63 as Parcel J2 (containing 4.59 acres, more or less) and being the premises described in Book 8241, Page 230; 0 Depot Road, shown on Assessors Map 63 as Parcel J3 (containing 17.35 acres, more or less) and being the premises described in Book 8241, Page 234; 0 Middle Road, identified on Assessor Map 63 as Parcel J4 (containing 2.7 acres, more or less) and being the premises described in Book 8241, Page 238; 0 Depot Road, identified on Assessor's Map 63 as Parcel J6 (containing 2.06 acres, more or less) and described in Book 8241, Page 242, all as shown on a plan recorded in Plan Book 491, Page 4;
- (d) A parcel of land located at 728 Main Street, identified on Assessor's Map 41 as Parcel B8 (containing 1.38 acres, more or less), and being the premises described in Book 1368, Page 738 and Book 9770, Page 17; and
- (e) A parcel of land located at 265 Sisson Road, identified on Assessor's Map 40 as Parcel Z5 (containing 1.11 acres, more or less), and being the premises described in Book 9770, Page 13.

and to act fully thereon. By request of the Board of Selectmen.

Explanation: The newly founded Affordable Housing Trust will use these properties to create housing for qualified persons. The Trust will explore the ability to develop each for affordable housing over the next few years. The Board of Selectmen does have the ability to transfer some such as Willow Street under previous Town Meeting Action.

REVOLVING/STABILIZATION/OPEB FUNDS

AMEND THE CODE OF HARWICH GENERAL BY-LAWS – CHAPTER 8 DEPARTMENTAL REVOLVING FUNDS § 8-1. FUNDS ESTABLISHED.

ARTICLE 63: To see if the Town will vote to amend the Departmental Revolving Funds By-law as set forth below: by amending the revenue sources for the following Revolving Funds: Golf Pro Shop and Restaurant Lease to include the lease revenue for the Restaurant

located at the Clubhouse, for the Golf Infrastructure fund to include a portion of membership fees and for the Community Center to decrease receipts from weight room members to 75%. To amend the uses of the Cemetery Revolving fund to revert back to the original narrative of ATM 2010 Article 51, approved on May 3, 2010 to include maintenance, care and support of town cemetery properties, and by inserting the following Revolving Funds: Middle School, Sidewalks and Tax Title previously approved at various Annual Town Meetings; and to act fully thereon. By request of the Finance Director, Golf Committee and Cemetery Commission.

<u>Revolving Fund</u>	<u>Authorize to Spend Fund</u>	<u>Revenue Source</u>	<u>Use of Fund</u>
Golf Pro Shop and Restaurant Lease Revenue	Director, Golf Committee & ATA	Golf Lessons, Pro Shop Sales and Restaurant Lease Revenue	Pro Shop expenses, clubhouse and kitchen maintenance, modernization, and lessons instructor
Golf Infrastructure Fund	Director, Golf Committee	Surcharge on all green fees and cart fees as well as a portion of golf membership fees.	CVGC Infrastructure including Club House facilities, maintenance facilities
Cemetery	Administrator & Cemetery Commission	90% of Lot Sales, 100 % of all Cemetery Services and Fees	Maintenance, care and support of town cemetery properties
Community Center	Director & Facilities Committee	75 % of the fees from use of the weight room	Weight Room Equipment (and repair)
Middle School Cultural Center	Community Center Director and Facilities Manager	Funds generated from receipt of lease or fees collected for short term, year-round, temporary or otherwise, room (s) use and rental	Funding restorations, maintenance, care and support
Sidewalks	Town Planner and Planning Board	Sidewalk improvements including consulting services and construction	Monies generated from receipts paid to the Town in lieu of sidewalks required to be installed in new subdivisions
Tax Title Collection	Treasurer/Collector	Fees collected for certain costs, charges, and fees incurred by the Treasurer/Collector and collected upon redemption of tax titles or sales of real property acquired through foreclosures of tax titles	To offset expenses incurred in connection with tax takings or tax title foreclosures

Explanation: The golf department would like to establish additional funding to support necessary kitchen renovations, upgrades and modernization of equipment of the restaurant facility located at the Cranberry Golf Course Clubhouse. Allocating the amounts received for the lease of the restaurant will help to support this initiative. The golf department would also like to establish a portion of membership fees to support the ongoing infrastructure needs of the golf course.

According to ATM 2010, Article 51 approved on May 3, 2010 the cemetery revolving fund was established to support the maintenance and care of town cemeteries, when the by-law was established the use of the fund was reduced to the maintenance only of cemeteries thereby limiting the uses of the fund, this amendment strives to revert the use of the funds back to the original intention. The Municipal Modernization Act requires Revolving funds to be established by by-law or ordinance, the Middle School Revolving Fund was established by vote of ATM 17 Article #46, the Sidewalk Revolving Fund was established by vote of ATM 17 Article #47 and the Tax Title Revolving Fund was established by vote of ATM 18 Article #65.

RESCIND THE ESTABLISHMENT OF THE CAPITAL INFRASTRUCTURE
REVITALIZATION FUND AT CRANBERRY VALLEY GOLF COURSE

ARTICLE 64: To see if the Town will vote to rescind the establishment of a Capital Infrastructure Revitalization Fund at Cranberry Valley Golf Course which was established pursuant to the provisions of Massachusetts General Laws Chapter 40 5F originally established by vote at the Annual Town Meeting 2016 by Article 15; and to act fully thereon. By request of the Finance Director

Explanation: The Capital Infrastructure Revitalization Fund was subsequently established as a revolving fund by vote at the Annual Town Meeting 2017 Article 48 therefore this fund is no longer necessary.

RESCIND THE AUTHORIZATION FOR THE GOLF RESTAURANT LEASE 53D
REVOLVING ACCOUNT AND TRANSFER THE BALANCE INTO THE PRO SHOP
REVOLVING ACCOUNT

ARTICLE 65: To see if the Town will vote to rescind Article 49 of the 2010 Annual Town Meeting and to transfer the unexpended balance in said account into the Golf Pro Shop Lease Revenue Revolving Account; and to act fully thereon. By request of the Finance Director

Explanation: Article 49 of the 2010 Annual Town Meeting referenced MGL Chapter 44, Section 53D and should have referenced MGL Chapter 44, Section 53E ½. This rescission corrects the oversight, the additional source of funding for the Golf Pro Shop and Restaurant Lease Revenue is authorized through the Revolving By-law.

DEPARTMENTAL REVOLVING FUNDS AUTHORIZATION

ARTICLE 66: To see if the Town will vote to set spending limits for various revolving funds that have been authorized pursuant to Section 8.1 of the Town Code; and to act fully thereon. By request of the Finance Director.

<u>Revolving Fund</u>	<u>FY 20 Spending Limit</u>	<u>Disposition of FY19 Fund balance</u>
Golf Pro Shop and Restaurant Lease Revenue	\$250,000	Available for expenditure
Golf Infrastructure fund	\$100,000	Available for expenditure
Council on Aging	\$125,000	Available for expenditure
Cemetery	\$100,000	Available for expenditure
Community Center	\$100,000	Available for expenditure
Recreation	\$175,000	Available for expenditure
Albro House	\$10,000	Available for expenditure
ADA	\$2,500	Available for expenditure
Wetlands	\$6,000	Available for expenditure
Middle School Cultural Center	\$100,000	Available for expenditure
Sidewalks	\$50,000	Available for expenditure
Tax Title Collection	\$36,000	Available for expenditure
Pet Burial Ground	\$140,000	Available for expenditure

STABILIZATION FUND

ARTICLE 67: To see if the Town will vote to raise and appropriate or transfer from available funds a sufficient sum of money to be added to the Stabilization Fund, and to act fully thereon. By the request of the Board of Selectmen. Estimated cost: \$384,000.

OPEB TRUST FUND

ARTICLE 68: To see if the Town will vote to raise and appropriate or transfer from available funds a sufficient sum of money to be added to the OPEB Trust Fund, and to act fully thereon. By the request of the Board of Selectmen. Estimated cost: \$500,000

FUND PRIOR YEAR'S UNPAID BILLS

ARTICLE 69: 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 Finance Director. Estimated cost: \$1,000

Explanation:

Water Department \$90.70

MA Frazier Inc. \$128.00

Duffy Health Center \$250.00

Monomoy Regional School District \$401.65 (to be funded from School Trust Funds)

CUSTOMARY

HERRING FISHERIES

ARTICLE 70: To see what action the Town will take in regard to the Herring Fisheries and to act fully thereon. Customary Article.

DRAFT

**SAMPLE
COMMONWEALTH OF MASSACHUSETTS
TOWN OF HARWICH
ANNUAL ELECTION BALLOT
MAY 21, 2019**

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 21, 2019, then and there to act on the following ballot:

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) Selectmen for three (3) years; one (1) Town Clerk for three (3) years; one (1) Monomoy Regional School Committee Member for three (3) years; **one (1) Monomoy Regional School Committee Member to fill a 1-year unexpired term**; two (2) Library Trustees for three (3) years; one (1) Water Commissioner for three (3) years; **one (1) Housing Authority member to fill a 2-year unexpired term**

BALLOT QUESTIONS

1. Shall the Town of Harwich be allowed to exempt from the provisions of Proposition 2 1/2, so called, the amounts required to pay for the bond issued in order to fund the Reconstruction of Lower County Road including all costs incidental and related thereto, as requested in the Capital Plan for FY20?

YES _____ NO _____

Shall the Town of Harwich be allowed to exempt from the provisions of Proposition 2 1/2, so called, the amounts required to pay for the bond issued in order to fund the Road Maintenance Program, including, but not limited to Lower County Road and other roads on the Program, and all costs incidental and related thereto, as requested in the Capital Plan for FY20?

YES _____ NO _____

BUDGET FY 2020 REVENUES	Actual FY2017	Actual FY2018	Budget FY2019	Town Meeting	% Change
				Budget FY2020	
Real Estate & Personal Property Taxes	\$44,226,259	\$46,774,148	\$49,305,550	\$53,360,608	8.2%
Local Receipts:					
Excise Tax	2,324,772	2,372,767	2,325,000	2,350,000	1.1%
Hotel/Motel & Meals	1,084,691	1,098,022	1,080,000	1,437,500	33.1%
Ambulance	1,478,899	1,452,109	1,460,000	1,450,000	-0.7%
Waste Disposal	2,748,461	3,110,693	2,889,000	3,050,000	5.6%
Beach, Recreation & Youth	371,252	413,637	381,000	401,500	5.4%
Harbors & Landings	918,546	929,773	851,500	898,500	5.5%
Golf Operations	1,775,101	1,856,221	1,759,000	1,776,500	1.0%
Other Local Receipts	3,869,975	2,306,362	5,352,318	2,154,260	-59.8%
Total Local Receipts	14,571,696	13,539,583	16,097,818	13,518,260	-0.2%
State Aid:					
Cherry Sheet	683,884	705,430	670,753	687,544	2.5%
School Building Assistance	993,193	-	-	-	0.0%
Other:					
Free Cash		-	378,038	585,748	54.9%
Overlay Surplus	125,000	100,000	100,000	100,000	0.0%
Harbor Capital Improvement - Wychmere	107,163	110,930	62,808	72,227	15.0%
Cable Fund (Comcast)	129,237	143,417	156,450	168,594	7.8%
Septic Loan	17,358	17,358	17,358	13,574	-21.8%
Water Enterprise Indirect Costs	587,382	650,178	732,843	726,219	-0.9%
FEMA	13,736	13,508	13,608	13,815	1.5%
Road Betterments	52,750	49,194	58,277	56,973	-2.2%
Allan Harbor Betterments	151,000	185,550	182,250	29,325	-83.9%
Golf Improvement Fund			75,600	139,000	83.9%
SAQ Mooring			103,125	136,888	32.7%
SAQ Waterways			70,125	101,188	44.3%
CPA Funds (Land Bank)	633,400	608,950	588,750	553,700	-6.0%
Town Clerk State Aid			15,585	0	0.0%
Total Revenue	\$62,292,058	\$62,898,246	\$68,628,938	\$70,263,662	11.7%

<u>TOWN OPERATION BUDGET 2020</u>		<u>Actual FY2017</u>	<u>Actual FY2018</u>	<u>Voted Budget FY2019</u>	<u>Town Meeting Budget FY2020</u>	<u>PCT CHANGE</u>
1	MODERATOR S&W	-	-	1,000	1,000	0.0%
2	SELECTMEN S&W	7,500	7,500	12,000	12,500	4.2%
3	SELECTMEN - EXP	6,303	7,077	8,575	8,575	0.0%
4	Sub-Total	13,803	14,577	20,575	21,075	2.4%
5	FINANCE COMMITTEE S&W	2,239	745	4,000	4,000	0.0%
6	FINANCE COMMITTEE - EXP	221	809	500	1,000	100.0%
7	Sub-Total	2,460	1,554	4,500	5,000	11.1%
8	FINANCE COMMITTEE RESERVE FUND	-	-	125,000	125,000	0.0%
9	TOWN ACCOUNTANT - SAL	216,511	233,658	250,386	254,601	1.7%
10	TOWN ACCOUNTANT - EXP	2,919	3,628	3,600	10,875	202.1%
11	AUDIT - EXP	41,000	37,900	44,500	40,000	-10.1%
12	Sub-Total	260,430	275,183	298,486	305,476	2.3%
13	ASSESSORS - S&W	172,706	153,113	196,212	215,571	9.9%
14	ASSESSORS - EXP	71,150	68,266	107,390	107,780	0.4%
15	Sub-Total	243,856	221,379	303,602	323,351	6.5%
16	TOWN COLLECTIONS - S&W	12,140	12,476	15,500	16,000	3.2%
17	TOWN COLLECTIONS - EXP	4,700	3,154	3,760	3,800	1.1%
18	Sub-Total	16,840	15,631	19,260	19,800	2.8%
19	POSTAGE	52,104	46,452	55,000	55,000	0.0%
20	Sub-Total	52,104	46,452	55,000	55,000	0.0%
21	TREASURER - S&W	227,049	234,025	256,196	281,585	9.9%
22	TREASURER - EXP	81,993	102,106	103,250	108,974	3.6%
23	Sub-Total	309,042	336,131	359,446	388,559	8.1%
24	VACATION & SICK LEAVE BUY BACK			47,590	70,932	49.1%
25	MEDICARE	202,561	217,264	217,004	221,042	1.9%
26	ADMINISTRATION - S&W	409,417	418,242	449,807	454,908	1.1%
27	ADMINISTRATION - EXP	113,789	75,450	89,312	81,879	-8.3%
28	ADMINISTRATION - CAP OUTLAY	3,416	4,958	5,500	5,500	0.0%
29	UNION CONTRACTS	5,000	5,000	-	-	-
30	Sub-Total	531,623	503,651	544,619	542,287	-0.4%
31	LEGAL SERVICES - EXP	204,738	159,374	170,000	185,000	8.8%
32	CLAIMS & SUITS	-	-	500	500	0.0%
33	Sub-Total	204,738	159,374	170,500	185,500	8.8%
34	INFORMATION TECHNOLOGY - S&W	97,501	99,800	101,790	178,233	75.1%
35	INFORMATION TECHNOLOGY - EXP	176,207	211,708	276,362	274,682	-0.6%
36	Sub-Total	273,709	311,507	378,152	452,915	19.8%
38	IT CHANNEL 18 - S&W	98,307	106,300	125,450	137,114	9.3%
39	IT CHANNEL 18 - EXP	18,673	24,790	31,000	31,480	1.5%
40	Sub-Total	116,979	131,091	156,450	168,594	7.8%
41	CONSTABLE S & W	250	356	708	708	0.0%

APPENDIX B - BUDGET

<u>TOWN OPERATION BUDGET 2020</u>		<u>Actual</u>	<u>Actual</u>	<u>Voted Budget</u>	<u>Town Meeting</u>	<u>PCT</u>
		<u>FY2017</u>	<u>FY2018</u>	<u>FY2019</u>	<u>Budget</u>	<u>CHANGE</u>
					<u>FY2020</u>	
42	TOWN CLERK - S&W	213,478	202,280	230,930	253,418	9.7%
43	TOWN CLERK - EXP	48,008	30,684	41,322	37,368	-9.6%
44	Sub-Total	261,486	232,964	272,252	290,786	6.8%
45	CONSERVATION - S&W	81,732	111,527	136,070	154,865	13.8%
46	CONSERVATION - EXP	5,957	6,673	9,941	9,185	-7.6%
47	Sub-Total	87,689	118,200	146,011	164,050	12.4%
48	TOWN PLANNER - S&W	57,331	69,515	87,324	93,443	7.0%
49	TOWN PLANNER - EXP	2,279	1,928	4,531	4,531	0.0%
50	Sub-Total	59,610	71,443	91,855	97,974	6.7%
51	BOARD OF APPEALS - S&W	-	-	-	-	0.0%
52	BOARD OF APPEALS - EXP	439	594	735	735	0.0%
53	Sub-Total	439	594	735	735	0.0%
54	ALBRO HOUSE - EXP	2,890	3,148	5,835	6,355	8.9%
55	OLD RECR BUILDING - EXP	4,710	5,321	6,989	7,627	9.1%
56	W. HARWICH SCHOOL - EXP	577	408	1,425	1,424	-0.1%
57	Sub-Total	8,177	8,876	14,249	15,405	8.1%
58	COMMUNITY DEVELOPMENT - S&W	230,386	218,879	221,032	235,636	6.6%
59	COMMUNITY DEVELOPMENT - EXP	10,379	10,834	11,630	14,762	26.9%
60	Sub-Total	240,765	229,713	232,662	250,398	7.6%
61	PUBLIC BUILDINGS REPAIRS	1,100	-	2,133	2,133	0.0%
62	TOWN/FIN COM REPORTS	7,869	7,658	10,000	10,000	0.0%
63	ADVERTISING	13,514	21,671	7,500	17,000	126.7%
64	POLICE - S&W	3,058,309	3,384,205	3,825,308	3,918,557	2.4%
65	POLICE - EXP	313,061	544,305	570,476	569,514	-0.2%
66	POLICE - CAP OUTLAY	165,151	121,482	126,000	120,000	-4.8%
67	Sub-Total	3,536,521	4,049,992	4,521,784	4,608,071	1.9%
68	FIRE - S&W	3,297,282	3,353,682	3,870,083	4,030,150	4.1%
69	FIRE - EXP	365,663	394,875	416,211	450,761	8.3%
71	Sub-Total	3,662,945	3,748,556	4,286,294	4,480,912	4.5%
72	AMBULANCE - S&W	143,001	112,767	169,389	172,693	2.0%
73	EMS - EXP	129,183	136,314	119,536	122,495	2.5%
74	Sub-Total	272,184	249,081	288,925	295,188	2.2%
75	EMERG. TELECOM - S&W	391,025	-	-	-	0.0%
76	EMERG. TELECOM - EXP	133,120	-	-	-	0.0%
77	Sub-Total	524,146	-	-	-	0.0%
78	BUILDING - S&W	227,995	246,408	311,233	322,832	3.7%
79	BUILDING - EXP	14,955	11,349	20,906	20,197	-3.4%
80	Sub-Total	242,950	257,757	332,139	343,029	3.3%
81	EMERG. MGMT - S&W	4,458	2,444	5,108	5,315	4.1%
82	EMERG. MGMT - EXP	3,126	3,317	8,500	8,500	0.0%
83	Sub-Total	7,584	5,761	13,608	13,815	1.5%
84	NATURAL RESOURCES - S&W	93,375	96,343	102,233	110,639	8.2%

APPENDIX B - BUDGET

TOWN OPERATION BUDGET 2020		Actual FY2017	Actual FY2018	Voted Budget FY2019	Town Meeting Budget FY2020	PCT CHANGE
85	NATURAL RESOURCES - EXP	26,798	226,998	27,900	28,380	1.7%
86	Sub-Total	120,173	323,341	130,133	139,019	6.8%
87	PLEASANT BAY ALLIANCE	16,920	17,343	20,160	23,760	17.9%
88	TOWN ENGINEER - S&W	170,185	174,256	180,860	182,150	0.7%
89	TOWN ENGINEER - EXP	17,738	9,831	25,670	45,670	77.9%
90	Sub-Total	187,923	184,088	206,530	227,820	10.3%
91	HIGHWAY - S&W	2,402,760	2,495,639	2,589,991	2,724,594	5.2%
92	HIGHWAY - EXP	2,331,328	2,501,442	2,691,641	2,971,182	10.4%
93	Sub-Total	4,734,087	4,997,081	5,281,632	5,695,776	7.8%
94	SNOW/ICE - S&W	108,597	104,576	40,000	40,000	0.0%
95	SNOW/ICE - EXP	271,908	260,924	95,000	95,000	0.0%
96	Sub-Total	380,505	365,500	135,000	135,000	0.0%
97	STREET LIGHTS	38,130	31,372	37,500	40,000	6.7%
98	INTERGOVERNMENTAL TRANS - WW COUNTY WW SUPPORT FUND			70,000	150,000	114.3%
					100,000	100.0%
99	CEMETERY ADMIN - S&W	58,830	63,203	64,847	69,431	7.1%
100	CEMETERY ADMIN - EXP	4,799	3,164	4,742	5,613	18.4%
101	Sub-Total	63,629	66,367	69,589	75,044	7.8%
102	BOARD OF HEALTH - S&W	181,111	139,795	177,593	193,863	9.2%
103	BOARD OF HEALTH - EXP	12,252	16,209	17,038	16,930	-0.6%
104	Sub-Total	193,364	156,004	194,632	210,793	8.3%
105	COMMUNITY CENTER S&W	152,894	165,498	188,468	185,367	-1.6%
106	COMMUNITY CENTER EXP	109,636	131,306	119,521	142,556	19.3%
107	Sub-Total	262,529	296,804	307,989	327,923	6.5%
108	COUNCIL ON AGING - S&W	359,322	370,042	370,480	377,594	1.9%
109	COUNCIL ON AGING - EXP	68,198	63,690	77,286	77,507	0.3%
110	Sub-Total	427,521	433,732	447,766	455,101	1.6%
111	YOUTH COUNSELOR - S&W	75,637	81,511	85,203	93,443	9.7%
112	YOUTH COUNSELOR - EXP	3,932	4,017	4,310	4,310	0.0%
113	Sub-Total	79,569	85,528	89,513	97,753	9.2%
114	VETERANS EXPENSE/BENEFITS	96,671	99,997	134,500	122,400	-9.0%
115	DISABILITY RIGHT - EXP	-	-	300	500	66.7%
116	HUMAN SERVICES	79,980	72,605	81,580	82,250	0.8%
117	LIBRARY - S&W	597,668	630,719	676,741	707,968	4.6%
118	LIBRARY - EXP	252,696	269,410	274,111	282,372	3.0%
119	Sub-Total	850,363	900,128	950,852	990,340	4.2%
120	RECREATION - SEASONAL - S&W	175,732	174,725	215,988	228,507	5.8%
121	RECREATION - S&W	212,853	228,288	250,115	264,615	5.8%
122	RECREATION - EXP	44,636	41,735	45,575	45,575	0.0%
123	RECREATION - CAP OUTLAY	7,319	-	12,000	12,000	0.0%
124	Sub-Total	440,540	444,728	523,678	550,697	5.2%

APPENDIX B - BUDGET

TOWN OPERATION BUDGET 2020		Actual FY2017	Actual FY2018	Voted Budget FY2019	Town Meeting Budget FY2020	PCT CHANGE
125	HARBORMASTER -S&W	280,246	289,490	311,576	333,851	7.1%
126	HARBORMASTER - EXP	108,556	171,596	173,300	253,280	46.2%
127	Sub-Total	388,803	461,086	484,876	587,131	21.1%
128	BROOKS ACAD MUSEUM COMMISSION	10,138	10,754	12,894	12,894	0.0%
129	HISTORICAL COMMISSION	80	540	-	-	0.0%
130	HISTORICAL COMMISSION	-	-	350	350	0.0%
131	Sub-Total	80	540	350	350	0.0%
132	CELEBRATIONS	-	1,299	1,600	1,600	0.0%
133	GOLF - S&W	762,933	798,628	870,333	917,841	5.5%
134	GOLF - EXP	578,068	621,381	676,367	676,766	0.1%
135	GOLF CAP OUTLAY	69,548	66,277	73,000	73,000	0.0%
136	Sub-Total	1,410,549	1,486,286	1,619,700	1,667,607	3.0%
137	GOLF IMA MRSD			84,363	82,760	-1.9%
138	ELECTRICITY - CVEC	64,315	66,254	65,925	69,610	5.6%
139	Total Departmental Budgets	21,001,165	21,737,254	23,873,100	25,321,862	6.1%
140	Total Debt Service (Prin & Int)	3,730,596	2,494,459	4,652,464	5,881,626	26.4%
141	STATE ASSESSMENTS	245,490	261,135	269,897	284,978	5.6%
142	BARNS CTY RETIREMENT	2,364,925	2,681,194	2,763,836	3,024,763	9.4%
143	CAPE GOD COMMISSION ASSESSMENT	207,455	217,944	229,452	203,498	-11.3%
144	BARNSTABLE COUNTY ASSESSMENT	193,497	203,280	202,302	213,571	5.6%
145	UNEMPLOYMENT COMPENSATION	2,567	5,087	10,000	15,000	50.0%
146	GROUP HEALTH INSURANCE	3,563,522	4,296,270	4,778,977	4,815,339	0.8%
147	OPEB	100,000	100,000	125,000	150,000	20.0%
148	GENERAL INSURANCE	450,389	656,366	681,000	790,830	16.1%
149	GENERAL INSURANCE DEDUCTIBLE	8,151	4,603	5,000	10,000	100.0%
150	TOTAL TOWN	31,867,758	32,657,592	37,591,028	40,711,467	8.3%
151	OVERLAY (Abatements/Exemptions)			460,000	460,000	
152	C C REGIONAL TECH HIGH	1,437,053	1,437,053	1,581,237	2,332,198	47.5%
153	MONOMOY REG. SCH. DISTRICT					
154	Operating	21,644,248	21,644,248	23,282,215	24,280,721	4.3%
155	Capital/ other	224,723	224,723	260,038	260,748	0.3%
156	Transportation	412,558	412,558	430,896	554,789	28.8%
157	Debt Service- Middle School	1,776,772	1,776,772	24,328	-	-100.0%
158	Debt Service H.S.			1,611,913	1,658,018	2.9%
						0.0%
159	TOTAL MRSD ASSESMENT	24,058,301	24,058,301	25,609,390	26,754,276	4.47%
160	TOTAL	57,363,112	58,152,946	65,241,655	70,257,941	7.7%
	Reconciliation to Article 5:					
	Total from line 160				\$ 70,257,941	
	Less:					
	State & County Assessments				702,047	
	Overlay				460,000	
	Wastewater/Sewer				250,000	
	Cape Cod Technical High School				2,332,198	
	Monomoy Regional School District				26,754,276	
	Total Reductions				30,498,521	
	Article 5				\$ 39,759,420	

APPENDIX C - CAPITAL PLAN

APPENDIX C - FISCAL & CAPITAL PLAN - Town Administrator & Capital Outlay			Committee				Original 9/25/2018						2/22/2019	
Department	Project	ATM #	Funding Source	CPC Approved	COC Rec TA Rec	FY 20	FY 21	FY 22	FY 23	FY 24	FY 25	FY 26	Original 9/25/2018	2/22/2019
ADMINISTRATION														
Admin	Harwich Center ADA Sidewalk Project	12	FC		\$ 30,000	\$ 700,000								
	Harwich Center ADA Sidewalk Pro. ADA/CDBG Grant (\$670K of 1 Million)		Grant		\$ -	\$ -								
Admin	Harwich Center Initiative						TBD							
Admin	Albro House - Renovations			\$ -	\$ -		TBD							
Admin	Demolition/Remediation-203 Bank Street and Parking Lot Improvements	13	FC		\$ 60,000	\$ 60,000								
Admin	Walkway Reconstruction Rte 28 SAQ to Harwichport (Supplemental)		FC		\$ -	\$ 576,500								
Admin	Walkway Reconstruction Rte 28 SAQ to Harwichport (Supplemental)GRANT		Grant		\$ -	\$ -								
Admin	Walkway Reconstruction Bank Street Harwich Center to Rte 28				\$ -	\$ -	\$ 450,000							
Admin	Insurance work to maintain Former West Harwich School on Bells Neck	5	Oper.Bud.		\$ 20,000	\$ 20,000	TBD							
Admin	School House Road Revision to Site Plan Expand Parking Lot		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)													
Admin	Green/Fuel Efficient Fleet Replacement Schedule		Oper.Budget		\$ -	\$ 27,000	\$ 24,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000
ADMIN SUB-TOTAL					\$ -	\$ 110,000	\$ 1,383,500	\$ 474,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000
CEMETERY														
Cemetery	Pet Burial Ground completion (Finalize & Reimbursement) \$57K and \$74K	61	Pet Revolv.		\$ 131,000	\$ 131,000								
Cemetery	Arbortum Project Cemetery Mapping and Software	34	Cem. Revolv.	\$ -	\$ 30,110	\$ 30,110	\$ 100,000							
Cemetery SUB-TOTAL					\$ 161,110	\$ 161,110	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
COMMUNITY CENTER														
Community Center	Roof Replacement- (See Facility Maintenance)							\$ -	\$ -	\$ -				
Community Center	Generator Replacement (See Facility Maintenance)							\$ -	\$ -	\$ -			\$ -	
COMMUNITY CENTER SUB-TOTAL					\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
CONSERVATION														
Conservation	Harwich Artificial Reef (Additional Project)							\$ 250,000	\$ -					
Conservation	Shore Stabilization/Jetty Extension Red River Beach	47	CPC	\$ 100,000	\$ 100,000	\$ 100,000	\$ -							
CONSERVATION SUB-TOTAL					\$ 160,000	\$ 100,000	\$ 100,000	\$ -	\$ 250,000	\$ -	\$ -	\$ -	\$ -	\$ -
ENGINEERING														
Engineering	M54 Municipal Surface Drainage Plan and Improvements	5	Oper.Bud.		\$ 40,000	\$ 40,000	\$ 100,000	\$ 100,000	\$ 100,000					
Engineering	Crossing Lights - Depot Street North	42	CPC-UN/Rec	\$ 27,000	\$ 27,000	\$ 27,000								
ENGINEERING SUB-TOTAL					\$ 67,000	\$ 67,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ -
FACILITY MAINTENANCE														
Facility Main.-DPW	Implement Facilities Wide ADA Compliance Plan Improvements	12	FC		\$ 20,564	\$ 20,564	\$ 11,605	\$ 75,235						
Facility Main.-DPW	Implement Facilities Wide ADA Compliance Plan Improvements		GRANT		\$ -	\$ -	\$ -	\$ -						
Facility Main.-DPW	Energy Management System Brooks Library HVAC							\$ 65,000						
Facility Main.-DPW	Community Center - Replace Two A/C Compressors	12	FC		\$ 20,000	\$ 20,000		\$ -						
Facility Main.-DPW	Highway Barn Metal Roof- Insulation	13	FC		\$ 260,750	\$ 260,750								
Facility Main.-DPW	DPW Facilities and Mechanic Shop (Formerly Shop Only)				\$ -	\$ -							\$ 1,200,000	
Facility Main.-DPW	DPW Air Quality Retro-Fit					\$ -	\$ 75,000							
Facility Main.-DPW	Brooks Library Roof						\$ 135,000							
Facility Main.-DPW	Cultural Center - Boiler Replacement							\$ 160,000				\$ -	\$ -	
Facility Main.-DPW	Cultural Center - Window Replacement Sash Windows that Failed							\$ -	\$ 200,000		\$ -	\$ -	\$ -	
Facility Main.-DPW	Cultural Center - Window Replacement -Casements and Picture Windows							\$ -	\$ -	\$ 200,000	\$ -	\$ -	\$ -	
Facility Main.-DPW	Community Center Generator							\$ 105,000						
Facility Main.-DPW	Community Center Remove and Replace Privacy Fence							\$ 52,000						
Facility Main.-DPW	Community Center 3 Condensing Units and Air Handlers							\$ 275,000						
Facility Main.-DPW	Community Center Roof Replacement								\$ 240,000					
Facility Main.-DPW	Library Boiler Replacement										\$ 120,000	\$ -	\$ -	
Facility Main.-DPW	Community Center Boiler Replacement										\$ 120,000	\$ -	\$ -	
FACILITY MAINTENANCE SUB-TOTAL					\$ 301,314	\$ 301,314	\$ 286,605	\$ 392,235	\$ 475,000	\$ 440,000	\$ 240,000	\$ 1,200,000	\$ -	\$ -

APPENDIX C - CAPITAL PLAN

Department	Project	ATM Funding		CPC	COC Rec	FY 20	FY 21	FY 22	FY 23	FY 24	FY 25	FY 26
		#	Source	Approved	TA Rec							
FIRE												
Fire	Phase 3 Townwide FY 20/Police and Fire Radio System (Phased)	12	FC		\$ 20,000	\$ 40,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Fire	Phase 3 Townwide FY 20/Police and Fire Radio System (Phased)				\$ -	\$ -	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ -
Fire	Lockers HQ				\$ -	\$ -	\$ 60,000					
Fire	Ambulance Replacement Program				\$ -	\$ -	\$ -	\$ 368,225	\$ -	\$ 386,636	\$ -	\$ 405,969
Fire	Auto Extracation Equipment - (Town Funded Portion)	12	FC		\$ 5,000	\$ 5,000		\$ -	\$ -			
Fire	Auto Extracation Equipment - (Federal/State Grant Funded Portion)	12	GRANT		\$ 95,000	\$ 95,000		\$ -	\$ -			
Fire	Air Pack Replacement Program - (Town Funded Portion)				\$ -	\$ -	\$ 20,000	\$ -	\$ -			
Fire	Air Pack Replacement Program - (Federal/State Grant Funded Portion)				\$ -	\$ -	\$ 980,000	\$ -	\$ -			
Fire	Pumper and Ladder Request converted to Pumper/Ladder called Quint				\$ -	\$ -	\$ 1,000,000					
Fire	Ladder Truck Replacement (See Above)							\$ -	\$ -	\$ -		
FIRE SUB-TOTAL					\$ 120,000	\$ 140,000	\$ 1,660,000	\$ 568,225	\$ 200,000	\$ 586,636	\$ 200,000	\$ 405,969
GOLF												
Golf	Landscape Reclamation and Major Tree Removal	31	Golf Improv.		\$ 35,000	\$ 35,000	\$ -					
Golf	Bunker Renovation (Various Locations on course)	32	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)	5	Golf Budget		\$ 50,000	\$ 50,000	\$ 10,000					
Golf	Various Mowing Equipment per Lease	5	Golf Budget		\$ 87,050	\$ 87,050	\$ 87,050	\$ 87,050	\$ 87,050	\$ 87,050		
Golf	Improvements to Net at Driving Range		Golf Funds				\$ 28,000	\$ 30,000				
Golf	New Tee Box Improvements (Two Year Project)		Golf Funds				\$ 115,000	\$ 115,000				
Golf	Golf Course Irrigation Update		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
HARBORMASTER												
Harbormaster	Wixon Dock Landside Improvements	13	FC		\$ 70,000	\$ 70,000	\$ -					
Harbormaster	Herring River Ramp Replacement (Study, Design and Construction)						\$ -	\$ 15,000	\$ 200,000			
Harbormaster	Allen Harbor Jetty Reconstruction (Study, Design and Construction)	13	FC		\$ 57,000	\$ 57,000	\$ 2,000,000	\$ -				
Harbormaster	SAQ Harbor North & East Bulkhead (Offloading Area) Reconstruction							\$ -	\$ -	\$ 150,000	\$ 1,500,000	
Harbormaster	Wychmere Outer Harbor Dredgling							\$ -	\$ -	\$ 500,000		
Harbormaster	Round Cove Bulkhead Replacement (Study, Design and Construction)						\$ -	\$ -	\$ -	\$ 40,000	\$ 400,000	
Harbormaster	Harbormaster Truck Replacement						\$ -	\$ -	\$ -	\$ -	\$ -	\$ 40,000
HARBORMASTER SUB-TOTAL					\$ -	\$ 127,000	\$ 127,000	\$ 2,000,000	\$ 15,000	\$ 200,000	\$ 540,000	\$ 1,540,000
LIBRARY												
Library	Library Interior Modifications/Renovations				\$ -	\$ -	\$ 40,000			\$ 150,000		
Library	Brooks Library Sidewalk Repair and Streetscape (Part of Restoration)	13	FC		\$ 90,000	\$ 90,000	\$ -					
LIBRARY SUB-TOTAL					\$ 90,000	\$ 90,000	\$ 40,000	\$ -	\$ -	\$ 150,000	\$ -	\$ -
NATURAL RESOURCES												
Natural Resources	Seymour's Pond Restoration (See Wastewater)		CPC-OS/Un.		\$ -	\$ -						
Natural Resources	Ford F-150 for Natural Resources Dept		FC		\$ -	\$ -	TBD					
NATURAL RESOURCES SUB-TOTAL					\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
PLANNING												
Planning	Housing Trust/PT Housing Coordinator (\$300K for Trust & \$40K for PT Co.)	44	CPC-Housing		\$ 340,000	\$ 340,000	\$ 340,000	TBD	TBD	TBD	TBD	TBD
Planning	Local Comprehensive Plan Update	29	GRANTS									
Planning	Local Comprehensive Plan Update	29	FC		\$ 200,000	\$ 200,000						
PLANNING SUB-TOTAL					\$ 540,000	\$ 540,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
POLICE												
Police	Taser Replacement (5 year Program - 2 of 3 years to Pay)	12	FC		\$ 14,910	\$ 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	12	FC		\$ 26,400	\$ 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

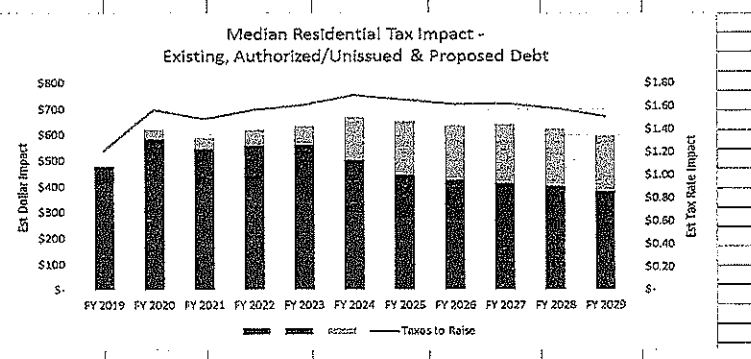
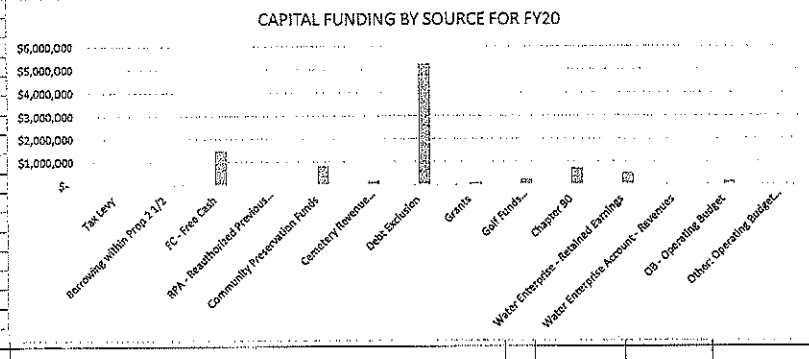
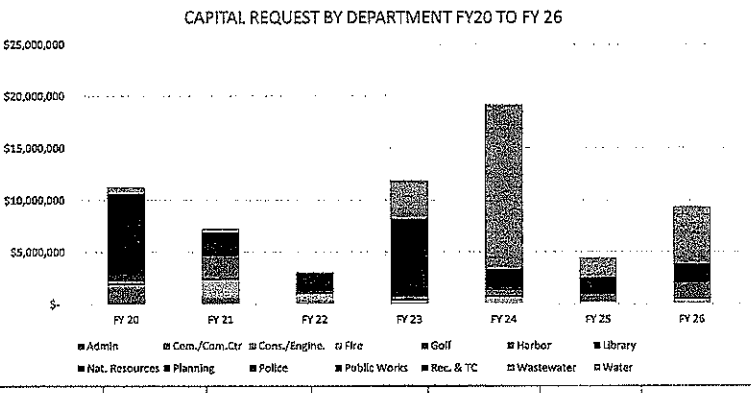
APPENDIX C - CAPITAL PLAN

Department	Project	ATM #	Funding Source	CPC Approved	COC Rec TA Rec	FY 20	FY 21	FY 22	FY 23	FY 24	FY 25	FY 26
PUBLIC WORKS												
Public Works	5 Year Road Maintenance Plan	24	DE Ch. 90		\$ 700,000	\$ 1,400,000	\$ 1,400,000	\$ 1,400,000	\$ 1,400,000	\$ 1,400,000	\$ 1,400,000	\$ 1,400,000
Public Works	West Harwich Route 28 Design(\$125K in FY 20 & Construction via Fed Funds)		Incl. in 5-Yr Pl.		\$ -			\$ -	\$ 50,000			
Public Works	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)	22	DE		\$ 4,560,475	\$ 5,560,475						
Public Works	(\$1,000,000 from 5 Year Road Maintenance to be used to decrease DE)		5 Year Road		\$ -							
Public Works	Route 39/Pleasant Bay Road Roundabout (if Needed)					\$ -	\$ 600,000					
Public Works	Highway Barn Metal Roof- Insulation (See Facility Maintenance)											
Public Works	Mobile Lifting System for Large Vehicles	23	FC		\$ 90,475	\$ 90,475						
Public Works	Ford F-350 Dump Truck - #42	21	FC		\$ 80,000	\$ 80,000						
Public Works	PUP Trailer	21	FC		\$ 40,000	\$ 40,000						
Public Works	2 - C&D Trailers (\$75,000 each)	21	FC		\$ 150,000	\$ 150,000						
Public Works	Johnston Sweeper Body and Pony Motor - Highway #30	21	FC		\$ 125,000	\$ 125,000						
Public Works	Vehicle Listing (FY 21 to 26) Summary					\$ -	\$ 355,000	\$ 325,000	\$ 320,000	\$ 325,000	\$ 320,000	\$ 355,000
PUBLIC WORKS SUB-TOTAL					\$ 6,445,950	\$ 7,445,950	\$ 2,355,000	\$ 1,725,000	\$ 7,370,000	\$ 1,725,000	\$ 1,720,000	\$ 1,755,000
RECREATION AND YOUTH												
Rec & Youth	Town Beach Lifeguard Stands	42	CPC-Rec	\$ 37,950	\$ 37,950	\$ 37,950						
Rec & Youth	Pleasant Road Beach Parking Lot Paving/Overlay	13	FC		\$ 112,000	\$ 112,000	\$ -	\$ -		\$ -		
Rec & Youth	Sand Pans Restrooms and Playground Improvements	45	CPC-Rec	\$ 125,000	\$ 125,000	\$ 125,000	TBD			\$ -		
Rec & Youth	Whitehouse Field Scoreboard Replacement/Safety Netting	46	CPC-Rec	\$ 55,000	\$ 55,000	\$ 55,000						
Rec & Youth	Red River Beach Bulkhead (22) and Restroom Renovations (23)							TBD	\$ 125,000			
Rec & Youth	Cahoon Road Beach Restroom								\$ -	\$ 125,000		
RECREATION AND YOUTH SUB-TOTAL					\$ 329,950	\$ 329,950	\$ -	\$ -	\$ 125,000	\$ 125,000	\$ -	\$ -
TOWN CLERK												
Town Clerk	Records Retention - Contracting out Records Review and Reduction (TH)			\$ -	\$ -		TBD					
Town Clerk	Voting Machines - Updates and Enhancements							\$ 32,500				
TOWN CLERK SUB-TOTAL					\$ -	\$ -	\$ -	\$ 32,500	\$ -	\$ -	\$ -	\$ -
WASTEWATER												
Wastewater	DHY Community Partnership - CWMP Revisions						TBD					
Wastewater	Harwich Wastewater Treatment Plant DN (2026) & DC (2027)				\$ -	\$ -	\$ -					\$ 4,000,000
Wastewater	Wastewater Project Manager				\$ -	\$ 100,000						
Wastewater	Wastewater Project Manager	9	Sewer Op.		\$ 100,000							
Wastewater	CWMP Phase 3 Pleasant Bay(North)Watershed Collection Sys. Des. & Con.				\$ -	\$ -	\$ -	\$ -	\$ 1,000,000	\$ 15,300,000		\$ -
Wastewater	Evaluate Phosphorus Issues in Seymour Pond & Restoration							\$ -	\$ 70,000	\$ 330,000		\$ -
WASTEWATER SUB-TOTAL					\$ 100,000	\$ 100,000	\$ -	\$ -	\$ 1,070,000	\$ 15,630,000	\$ -	\$ 4,000,000
WATER												
Water	Lothrop Avenue Water Line Replacement(NEW based upon failure of Line)	15	W.Transfer		\$ 100,000	\$ 100,000						
Water	Pleasant Lake Tank - Fill Pipe Replacement	17	Water RE		\$ 300,000	\$ 300,000	\$ -					
Water	T1 Generator at Main Treatment Facility	18	Water RE		\$ 65,000	\$ 65,000						
Water	Purchase John Deer 35D	16	Water RE		\$ 64,000	\$ 64,000						
Water	New Water Source North Harwich Exploration and Development (D&C)				\$ -	\$ -	\$ 250,000		\$ 500,000	\$ -		
Water	2019 Ford Super Duty F-550 Replace Truck 9 Including Dump Body	19	Water RE		\$ 76,551	\$ 76,551						
Water	Rte 28 Water Main Replacement/Lothrop Area Design (22) Construction (23)							\$ 100,000	\$ 2,000,000			
Water	Station 8 Generator				\$ -			\$ 50,000	\$ -	\$ -		
Water	Various Access Road Pavement								\$ -	\$ 175,000		
Water	Pleasant Lake Avenue Tank Rehabilitation							\$ -	\$ -	\$ -	\$ 1,750,000	\$ -
Water	Phase 1 Discontinuity of Pipes per Masterplan 6,450 ft of Pipe							\$ -	\$ -	\$ -	\$ -	\$ 1,500,000
Water	Construction/Renovation Asbestos Pipe Project											TBD
Water	Vehicle Replacements (Replace F-259 & Ranger in FY 23 and Tr 11 in (25))				\$ -		\$ -	\$ -	\$ 125,000		\$ 75,000	
WATER SUB-TOTAL					\$ 505,551	\$ 505,551	\$ 250,000	\$ 150,000	\$ 2,625,000	\$ 175,000	\$ 1,825,000	\$ 1,500,000
GRAND TOTALS (Including Non-Town/Private CPC Listed below)					\$ 9,423,735	\$ 11,579,735	\$ 7,520,565	\$ 3,525,010	\$ 12,397,050	\$ 19,624,686	\$ 4,655,000	\$ 10,540,969
					Under \$50K	\$ 221,260						
Non-Town/Private CPC Applications												
Brooks Academy	Brooks Academy Museum Improvements Phase 1	43	CPC	\$ 130,000	\$ 130,000	\$ 130,000						
CDP	Cape Housing Institute	42	CPC	\$ 7,500	\$ 7,500	\$ 7,500						
TOTAL INCLUDING Non-Town/Private					\$ 137,500							
Non-Town/Private	TOTAL CPC Requests					\$ 137,500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

APPENDIX C - CAPITAL PLAN

Department	Project	ATM Funding		CPC Approved	COC Rec TA Rec	Fiscal Year							
		#	Source			FY 20	FY 21	FY 22	FY 23	FY 24	FY 25	FY 26	
Funding Summary	Funding Summary												
	Tax Levy				\$ -	\$ 1,383,500	\$ 474,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000
	Borrowing within Prop 2 1/2				\$ -	\$ 161,110	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	FC - Free Cash				\$ 1,472,099	\$ 167,000	\$ 100,000	\$ 350,000	\$ 100,000	\$ -	\$ -	\$ -	\$ -
	RPA - Reauthorized Previous Appropriation				\$ -	\$ 301,314	\$ 286,605	\$ 392,235	\$ 475,000	\$ 440,000	\$ 240,000	\$ 1,200,000	\$ -
	Community Preservation Funds				\$ 822,450	\$ 140,000	\$ 1,660,000	\$ 558,225	\$ 200,000	\$ 586,636	\$ 200,000	\$ 405,969	\$ -
	Cemetery Revenue (Revolving/General Fund and Debt Exclusion)				\$ 161,110	\$ 247,050	\$ 240,050	\$ 232,050	\$ 162,050	\$ 162,050	\$ 75,000	\$ 75,000	\$ -
	Debt Exclusion				\$ 5,260,475	\$ 127,000	\$ 2,060,000	\$ 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				\$ 160,000	\$ 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				\$ -	\$ 5,423,795	\$ 250,000	\$ 150,000	\$ 2,625,000	\$ 175,000	\$ 1,825,000	\$ 1,500,000	\$ -
	Variance				\$ -	\$ 11,579,735	\$ 7,520,565	\$ 3,525,010	\$ 12,397,050	\$ 19,624,686	\$ 4,655,000	\$ 10,540,959	\$ -

FREE CASH	Available Free Cash		Community Preservation
		\$ 3,487,074	Available (11/1/18*)
	Capital Budget Items	\$ 1,472,099	UND./Rec. \$ 990,927
	Monomoy Capital Assess. \$260,748 Plus Special Ed Transition \$175K	6 \$ 435,748	Open Sp. \$ 335,716
	Snow and Ice	14 \$ 325,000	Historic \$ 412,044
	OPEB	69 \$ 500,000	Housing \$ 480,295
	Cultural Center Operations Subsidy	13 \$ 125,000	TOTAL \$ 2,218,982
	Stabilization	68 \$ 384,000	REQUEST TOTALS
	Chamber of Commerce	49 \$ 30,000	UND./Rec. \$ 344,950
	Libraries	48 \$ 20,000	Open Sp. \$ -
	Cultural Council	50 \$ 3,600	Historic \$ 130,000
	Operating Small Capital Items \$50,000 plus Wastewater County Fund \$100K	58.9 \$ 150,000	Housing \$ 347,500
	Pleasant Bay Grant (Article 51) & Prior Years Unpaid Bills (Article 70)	\$ 36,178	TOTAL \$ 822,450
	Available Balance	\$ 5,457	Funding CPC Voted
	TOTAL ALLOCATED	\$ 3,481,617	UND./Rec. \$ 294,950
			Open Sp. \$ 50,000
			Historic \$ 130,000
			Housing \$ 347,500
			TOTAL \$ 822,450



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May 6, 2019**

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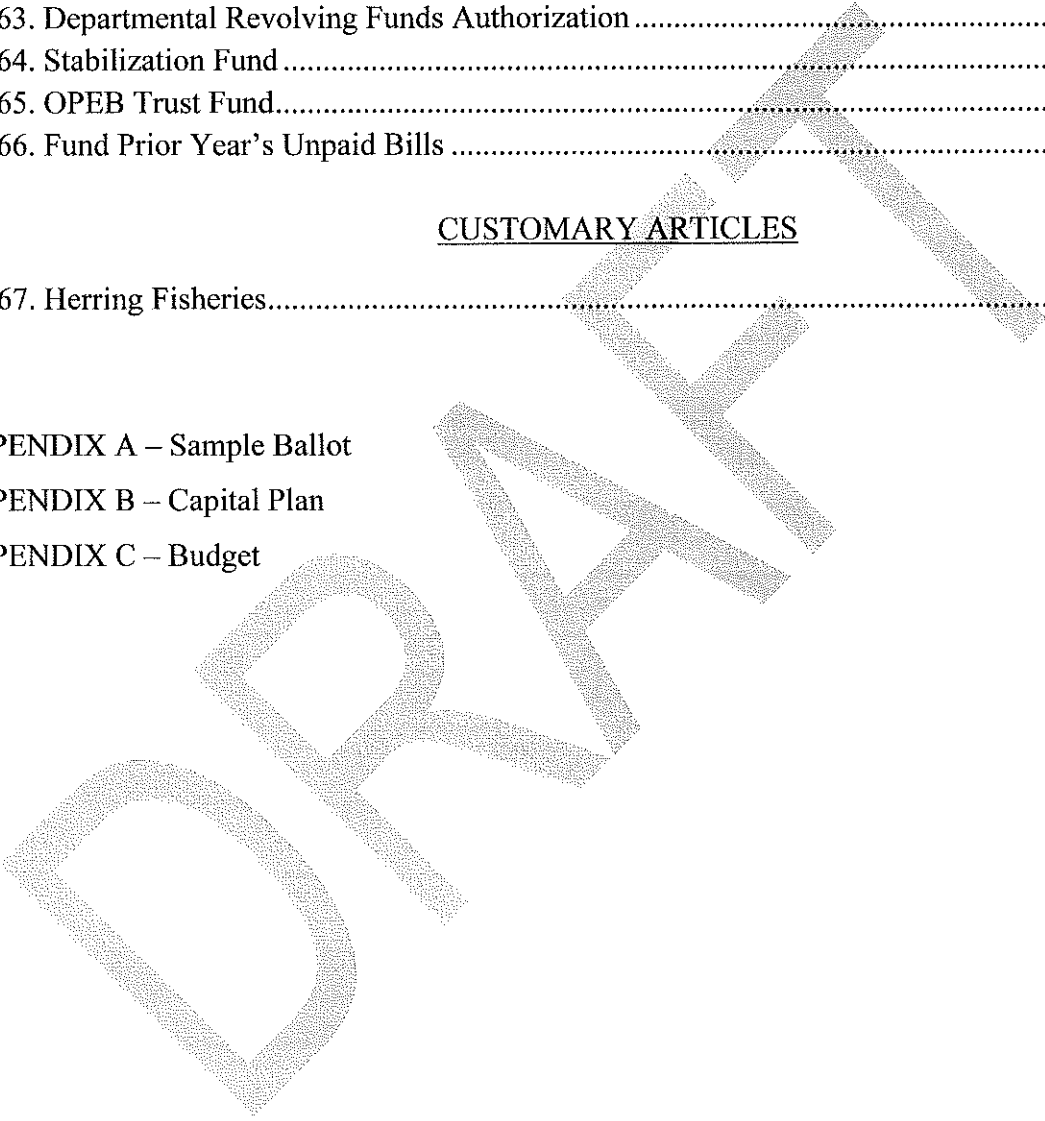
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- 67. Herring Fisheries.....

APPENDIX A – Sample Ballot

APPENDIX B – Capital Plan

APPENDIX C – Budget



Sandy Robinson

TA

From: Andrea Aldana <andrea@capecdp.org>
Sent: Wednesday, February 27, 2019 12:23 PM
To: Christopher Clark
Cc: Sandy Robinson
Subject: Add to Board of Selectmen agenda
Attachments: 2019 Winter Peer Group Meetings.pdf

Importance: High

Chris,
Please encourage participation from the following Boards for our upcoming **Lower Cape Peer Group Meeting on March 7th in Brewster**, see attached flyer. People can RSVP by simply emailing me. If you email this request for folks, you can CC me to make it easy for them to RSVP.

- Board of Selectmen
- Finance Committee
- Community Preservation Committee
- Planning Board
- Zoning Board
- Housing Authority

Andrea Aldana
Director of Housing Advocacy
Community Development Partnership
Capecdp.org | (508) 240-7873 x10 | andrea@capecdp.org

"Statement of Confidentiality: This email is intended solely for the person or entity to which it is addressed and may contain confidential information. If you are not the addressee, note that any disclosure, photocopying, distribution or use of the contents of this email is prohibited. If you have received this e-mail in error, please contact the sender immediately and delete the material from any computer."

2019 WINTER PEER GROUP MEETINGS

quarterly housing conversations for municipal officials & staff

OUTER CAPE PEER GROUP

Provincetown, Truro, Wellfleet and Eastham

Tuesday, March 5, 2019

3pm – 5pm

Eastham Public Library, 190 Samoset Rd.

LOWER CAPE PEER GROUP

Orleans, Brewster, Chatham and Harwich

Thursday, March 7, 2019

3pm – 5pm

Brewster Ladies Library, 1822 Main St.

RSVP BY FRIDAY, MARCH 1ST

RSVP online at <http://bit.ly/2ziRaoW>

or email Andrea@capecdp.org

These Peer Group meetings are a discussion space for municipal officials and staff who are involved in housing production. Eligible participants include current members of: Select Board, Finance Committee, Planning & Zoning Board, Community Preservation Committee, Housing Trust, Housing Committee, Housing Authority, and Town staff.

February 22, 2019

To: Town of Harwich Board of Selectmen

From: Town of Harwich Real Estate & Open Space Committee (REOS)

At the REOS committee February 15, 2019 meeting the Affordable Housing Trust committee presented their proposed warrant article regarding the transfer of certain parcels of land now under the custody of the BOS to the AHT. That proposed warrant article and letter from the AHT are attached.

The REOS committee is offering their **full support** for the transfer of custody from the BOS to the AHT for the following properties:

- 1) 0 Depot Street - North Harwich
- 2) 0 Oak Street - 2 parcels - Wetland issues may limit development
- 3) 265 Sisson Road
- 4) 728 Main Street (Albro House)
- 5) 70 Willow Street

Regarding 1 Earle Road - Although this property is not in an ecologically sensitive area nor is it contiguous to any other protected land, the REOS committee does **not support this as a community housing site.**

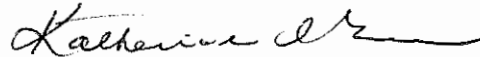
****Regarding 0 Depot Road - Parcels J1, J2, J3, J4 and J6. The REOS committee has looked at these parcels for several years. We are **not in support** of using J4, J6 and the majority of J3 for community housing. Map 63, parcels J3 and J4 - these parcels contain two certified vernal pools, and J4 and J6 are part of a wildlife connector. A large percentage of the area is a Priority Habitat of Rare or Endangered Species as documented by the Natural Heritage and Endangered Species Program (NHESP) of Mass DEP, and are in Zone 2. We strongly support that these

parcels be moved to the care and custody of the Conservation Commission.

We **support** the use of J1, J2 and a small part of J3 - (to the north of the northern buffer of the most northern vernal pool) for community housing. There should be a no disturbance zone within the northern boundaries of the wetlands on J3.

Thank you for taking the time to read and consider the recommendations of the Real Estate & Open Space Committee.

Katherine S. Green, REOS Chair
Dave Callaghan
Elaine Shovlin
Marcie Smith
James Donovan
Carol Porter



cc: Chris Clark, Town Administrator & Affordable Housing Trust Chair
Charlene Greenhalgh, Town Planner

Attachments: *Letter to REOS from Charlene Greenhalgh, Town Planner
re: Town Properties - Affordable Housing
*Copy of draft warrant article for May 2019 Annual Town meeting
*Map of 0 Depot Rd. indicating J1,J2,J3,J4,J6 parcels

TOWN PLANNER • 732 Main Street, Harwich, MA 02645

508-430-7511 fax: 508-430-4703



February 6, 2019

To: Real Estate and Open Space Committee
Cc: Christopher Clark, Town Administrator & Affordable Housing Trust Chair
From: Charleen Greenhalgh, Town Planner
Andrea Aldana, Harwich Housing Coordinator
Re: Town Properties – Affordable Housing

On behalf of the Affordable Housing Trust ("Trust") I am requesting that a discussion be placed on your February 15, 2019 agenda for discussion and consideration of Town owned parcels for affordable housing. The Trust seeks your support to utilize these parcels for the creation of affordable housing.

The properties that we are reviewing are:

- 1) 0 Depot Street (North Harwich)
- 2) 0 Depot Road (East Harwich) – Various Parcels
- 3) 0 Oak Street – 2 Parcels
- 4) 1 Earle Road
- 5) 70 Willow Street
- 6) 265 Sisson Road
- 7) 728 Main Street (Albro House)

Attached please find copies of maps showing the various parcels, as well as a copy of the draft warrant article for the May 2019 Annual Town Meeting. We will be available at the February 15, 2019 meeting to discuss these parcels.

LAND MATTERS

HARWICH AFFORDABLE HOUSING TRUST FUND

ARTICLE: To see if the Town will vote to vote to transfer the care, custody and control of the parcels of land described below, if applicable, from the tax custodian or other board or officer having custody thereof for tax title purposes or other purposes for which they are currently held to the Board of Selectmen for affordable housing purposes and for the purpose of conveyance, and authorize the Board of Selectmen to take said parcels by by eminent domain for affordable housing purpose and confirming the Town's title thereto, and, further, to authorize the Board of Selectmen to convey to the Harwich Affordable Housing Trust and/or others, for affordable housing purposes, the fee or long term (99 year) leases in said parcels on such terms and conditions and for such consideration, which may be nominal consideration, as to Board of Selectmen deems appropriate, and to enter into any and all documents and take any and all action as may be necessary or convenient to accomplish the foregoing purposes, which parcels of land are described more particularly as follows:

- (a) Two parcels of land located on Oak Street, identified by the Assessors as Parcel 61-B1-A (containing 1.58 acres, more or less) and Parcel 61-B1-B-0 (containing 1.32 acres, more or less), shown on a plan recorded with the Barnstable Registry of Deeds in Plan Book 337, Page 62, and being the premises described in a deed recorded in Book 6233, Page 206;
- (b) The parcel of land located at 1 Earl Road, identified by the Assessors as Parcel 5-D3-0 (containing 6.77 acres, more or less), shown on a plan recorded in Plan Book 77, Page 73, and described in instruments recorded in Book 652, Page 71 and Book 16545, Page 42;
- (c) The parcel of land located on Depot Street, identified by the Assessors as Parcel 56-P12-0 (containing one acre, more or less), and being the premises described in Foreclosure in Tax Lien Case recorded in Book 21728, Page 319;
- (d) The parcels of land located on or near Depot Street and Orleans Road, identified by the Assessors as Parcel 63-J1-0 (containing 1.41 acres, more or less); Parcel 63-J2-0 (containing 4.59 acres, more or less, and shown on a plan in Plan Book); Parcel 63-J3-0 (containing 17.35 acres, more or less); Parcel 63-J4-0 (containing 2.7 acres, more or less); Parcel 63-J6-0 (containing 2.06 acres, more or less), all as shown on a plan recorded in Plan Book 491, Page 4;
- (e) A portion of the property located at 728 Main Street, identified by the Assessors as Parcel 41-B8-0 (containing 1.38 acres, more or less), and described in a deed recorded in Book 1368, Page 738; and
- (f) A portion of the property located at 265 Sisson Road, identified by the Assessors as Parcel 40-Z5-0 (containing 1.11 acres, more or less), and described in instrument recorded in Book 9770, Page 13.

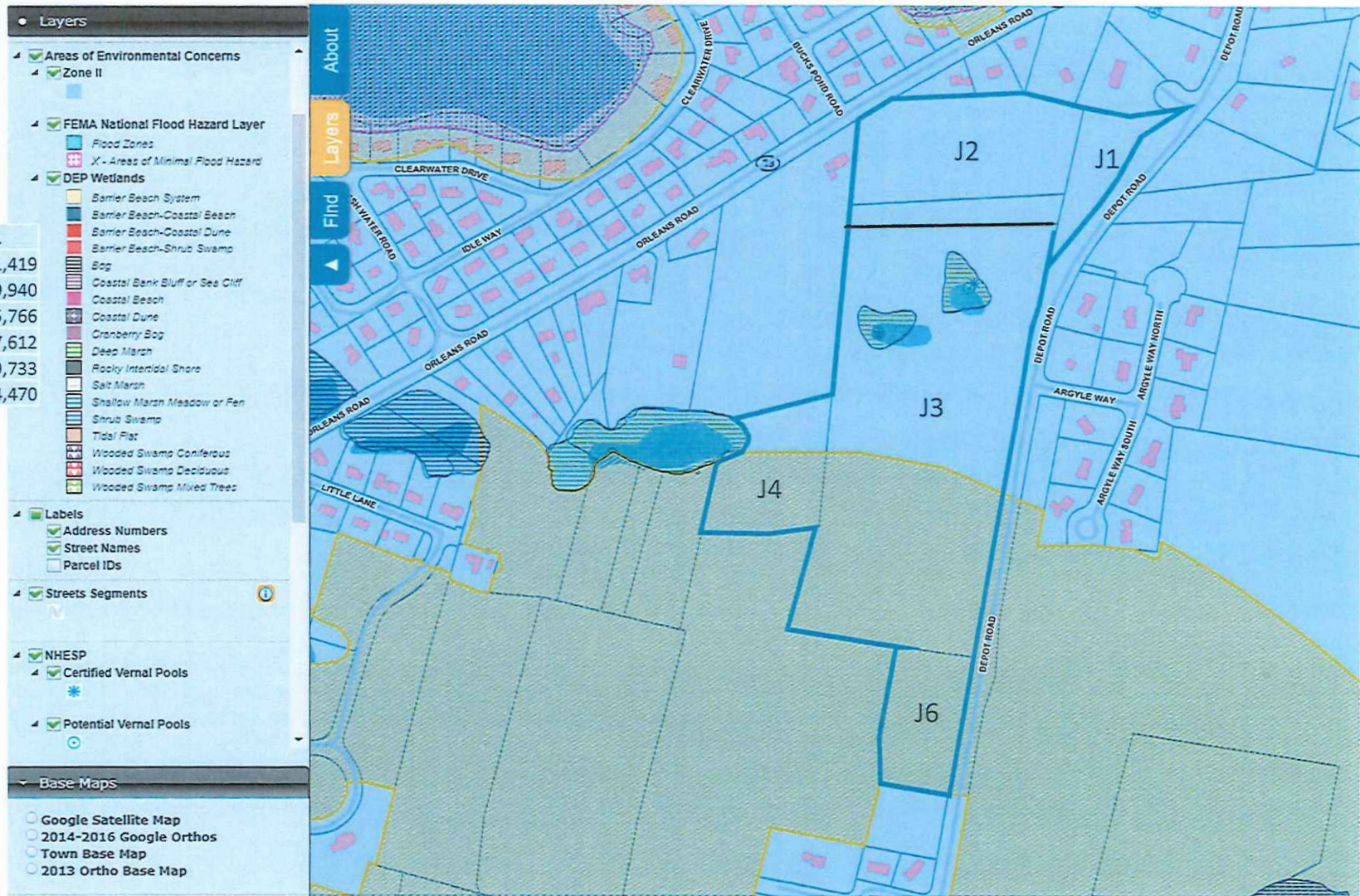
By request of the _____

REOS does support J2, J1,
and northern part of J3 above
buffer of northern vernal pool

Depot Road

Parcel	Acreage	S.F.
J1	1.41	61,419
J2	4.59	199,940
J3	17.35	755,766
J4	2.70	117,612
J6	2.06	89,733
Total	28.11	1,224,470

Approximately 122
bedrooms



REOS Does Not Support
use of J4, J6, or most of J3
for community housing

OFFICE OF THE TOWN ADMINISTRATOR

Christopher Clark, *Town Administrator*

Phone (508) 430-7513

Fax (508) 432-5039

732 MAIN STREET, HARWICH, MA



February 27, 2019

Mark Southard, Community Development Manager
Commonwealth of Massachusetts
Department of Housing and Community Development
100 Cambridge Street, Suite 300
Boston MA 02114

RE: Town of Harwich - Community Center to Cultural Center Sidewalk
2019 CDBG Application

Dear Mr. Southard,

Please accept the hardcopy of the Town of Harwich - Community Center to Cultural Center Sidewalk - 2019 CDBG Application. We have also tried to complete the on line version. We are submitting the materials before the March 8, 2019 application deadline.

Please do not hesitate to contact us with any questions or concerns regarding the application.

Sincerely,

Christopher Clark
Town Administrator

Matthew Hart, Chairman
Harwich Accessibility Rights Committee

Enclosure



Home Pre-Apps RFPs Grants Claims QPRs EDF Loans NSP On-Site Monitoring Reports Single Audit Reviews

Reports | Administration | Training Materials | Organization(s) | Profile | Logout

CHECK GLOBAL ERRORS

Back

Document Information: CDF-2019-Harwich-00038

Details

You are here: > Request For Proposal Menu > Forms Menu

CHIEF FINANCIAL OFFICER CERTIFICATION

MASSACHUSETTS CDBG PROGRAM FY 2019
CHIEF FINANCIAL OFFICER CERTIFICATION

Budget Summary/Administrative Cost Breakdown:

This is to certify that the Budget Summary and Administrative Cost Breakdown forms included in the City/Town [redacted] is application to the Massachusetts CDBG Program have been reviewed and determined to be a fair and accurate accounting of allowable and reasonable costs.

The costs identified compare consistently with those described for each requested program activity identified in this application.

By: Chief Financial Officer

City/Town of:

Signature:

Name:

Title:

Date:

Handwritten signature and stamp: Harwich, Carol Coppola, Finance Director, 2/26/19

Navigation Links

Table with columns: Status, Page Name, Note, Created By, Last Modified By. Lists various certification and documentation links.

0

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3. The undersigned shall require that the language of this certification be included in the award documents for all sub-awards at all tiers, (including subcontracts, sub-grants, and contracts under grants, loans and cooperative agreements) and that all sub-recipients shall certify and disclose accordingly.

Certification Regarding Disclosure Requirements for Activities Receiving \$200,000 or More

The undersigned shall comply with the requirements of full disclosure for any project or activity proposed for and receiving funding equal to \$200,000 or more. Disclosure will include providing information regarding:

- assistance from other government sources in connection with the project;
- financial interests of persons involved in the project (from planning to development to implementation of the project or activity), such financial interests exceeding \$50,000 or 10% of the project assistance requested, whichever is lower; and
- sources and uses of other funds involved in the project.


This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, Title 31, US Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

By: 
 Signature, Chief Elected Official
 (Lead Applicant Only)
 Julie E. Kavanagh
 Typed Name
 Chairman, BOS
 Title
 2/26/19
 Date

Navigation Links

Status	Page Name	Note	Created By	Last Modified By
<input type="checkbox"/>	CEO Certifications			
<input type="checkbox"/>	Chief Financial Officer Certification			
<input type="checkbox"/>	Displacement of Non-CDBG Funds Certification			
<input checked="" type="checkbox"/>	Anti-Displacement & Relocation Assistance Certification		Matt Hart 2/26/2019 10:15:54 AM	
<input checked="" type="checkbox"/>	Public Hearing Documentation		Matt Hart 2/21/2019 4:22:41 PM	Matt Hart 2/21/2019 4:24:27 PM
<input checked="" type="checkbox"/>	Outcome Performance Summary Chart: Instructions		Matt Hart 2/21/2019 4:26:52 PM	
<input checked="" type="checkbox"/>	Outcome Performance Summary Chart		Matt Hart 2/21/2019 4:30:21 PM	
<input checked="" type="checkbox"/>	Program Contingency Plan		Matt Hart 2/21/2019 5:19:02 PM	

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To: Massachusetts Community Development Grants (CDBG) Program Application

From: The Town of Harwich, Massachusetts, February 2019 Cover Page

**THE HARWICH CENTER
COMMUNITY CENTER TO CULTURAL CENTER SIDEWALK &
TRAFFIC LIGHTS PROJECT:**

Total Construction of 2019 Harwich Center CC to CC Project Costs: \$890,000.00

The estimated construction expenses for this project were determined by VHB Engineering, to remove, and replace (*only*) the existing "*Community Center to Cultural Center Sidewalk*" including, curb cuts, and crosswalks. Funding for the Planning, Engineering, and Design of this sidewalk was previously provided by the Town of Harwich for this "Shovel Ready" project.

The Town of Harwich is respectfully applying for \$800,000 under the "ADA Barrier Removal" portion of a 2019 Community Development Block Grant, for the purposes of the removal and replacement of this existing, *Non-ADA Complaint Sidewalk* for the disabled, accessibility challenged, young, old and visitors of Harwich Center. This includes the installation of two Traffic Lights at the Main Street Crosswalks for improved pedestrian safety and traffic flow.

For detailed information about the engineering, design, needs and who benefits from the completion of this Harwich Center Sidewalk, please see the "Summary" of this project in the "Other Attachments" section of this application.

Sincerely,



W. Matthew Hart,
Chairman Harwich Accessibility Rights Committee ("HARC")

TOWN OF HARWICH CDBG APPLICATION SUMMARY FEBRUARY 2019

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2. Welcome to the Town of Harwich Massachusetts	Page 02
3. Summary of Harwich Center Sidewalk Replacement	Page 05
3a. Who Benefits from these sidewalk replacements?	Page 07
3b. Harwich Center ADA Senior Citizen Residences	Page 09
4. Harwich 2018 ADA Self-Evaluation and Transition Details	Page 10
5. Harwich 2018 Consultant ADA Self Evaluation & Transition	Page 12
6. HARC Annual Report to Harwich Board of Selectmen	Page 14
7. The Town of Harwich, MA Enhancement Projects	Page 17
8. Why is the Town of Harwich applying for CDBG Funding?	Page 18
9. Harwich Center ‘Community Center to Cultural Center Sidewalk’	Page 21
9a. Harwich Center Sidewalk Design	Page 35
10. Harwich Cultural Center	Page 36

The Town of Harwich, Massachusetts, February 2019

2.)

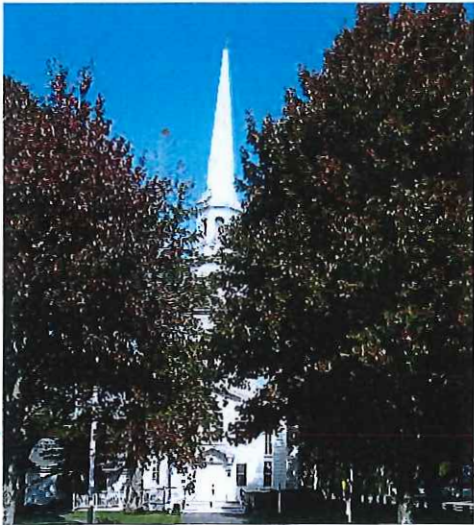
**WELCOME TO THE TOWN OF HARWICH;
to WORK, to PLAY, and to LIVE.**



The residents and summer visitors of the Town of Harwich believe it is unique! So, we would like to provide you with a brief history of the town. Three hundred and twenty-four years old, this village in New England became a community that interconnected with other villages on Cape Cod, here in Cape Cod, in Barnstable County in the state of Massachusetts in the United States. The Town of Harwich includes the seven villages of Pleasant Lake, West Harwich, East Harwich, Harwich Port, North Harwich, South Harwich, and Harwich Center.

For residents, neighbors, and visitors driving into Harwich, the first greetings you will see when you leave the Mid-Cape Highway at Exit 10 is shown in the picture above.

A few hundred yards ahead is an intersection with a Queen Anne Road, street sign where you are reminded that Harwich has a long successful history as a community. As you continue along the road for about a mile, you see a variety of a typical New England residential homes, a cemetery and a church with a tall white steeple. Then you will enter a small historic village of shops, houses, the library, and the Harwich Town Hall, you have now been introduced to one of the seven unique communities of this Town known as Harwich Center.



Congregational Church



Brooks Academy



Broadbrooks Building



Harwich Town Hall



Main Street



Main Street



Library



Brooks Park

Harwich Center: *The “Primary Lower Cape Cod vehicle and pedestrian Intersection Point.”*

Harwich Center connects the Lower Cape Cod residents and visitors from the Mid Cape Highways, Route. 6A and Route 28 with the Towns of Dennis, Brewster, Chatham and the seven Villages of Harwich.

This important Cape Cod connection is made possible because Harwich Center’s Main Street is connected with Pleasant Lake Avenue, into Brewster, Oak Street, Bank Street and Sisson Road into Harwich Port, Great Western Road, into Dennis, along with Route 39, Queen Ann Road and Chatham Road into Chatham.

Who benefits from this proposed Harwich Center Sidewalk replacements?

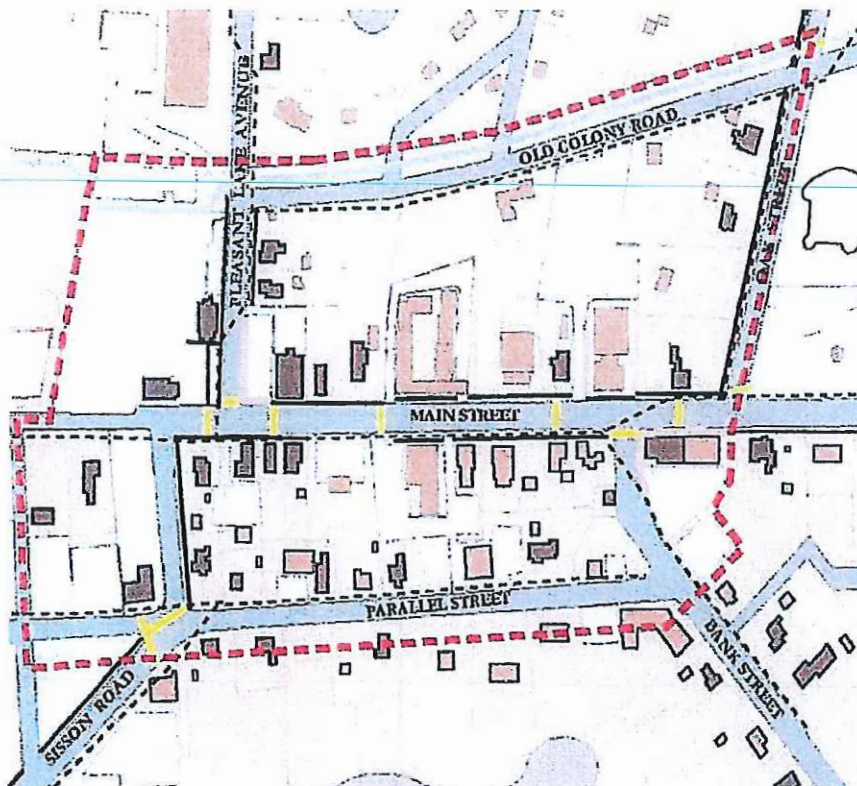
Every day several hundred cars and trucks enter and then pass through Harwich Center to reach their local destinations. During the summer months, this traffic activity increases to thousands of vehicles a day for people, to shop, to eat, to work, to play, to go to the beach, or to continue to where they live as year-round citizens, visitors or vacationers. But the real beneficiaries of the new ADA sidewalks and crosswalks in Harwich Center will be the elderly, students from the

nearby elementary school and regional high school and disabled pedestrians. As they are walking to and from the Library, Community Center, Town Hall, Cultural Center, Church, Monomoy Regional High School, Harwich Elementary School, Brooks Academy Museum and the wide variety of commercial enterprises or residential areas in Harwich Center. Harwich Center is also the primary thorough-fair for heavy traffic servicing local business activities.

The residents and visitors to Harwich recognize the urgent need to replace this ADA Barrier that is the existing deteriorated sidewalk, with a replacement with crosswalks and traffic lights in Harwich Center. This CDBG funding along with the financing and engineering already provided by the Town of Harwich, make this 'shovel ready' project a real possibility toward becoming a reality in 2019. Thank you for your time and consideration of this Harwich ADA Project.

Map of Harwich Center

(Community Center & Regional School)



(Cultural Center)

Sincerely,

W. Matthew Hart,
Chairman Harwich Accessibility Rights Committee ("HARC")

3.) **SUMMARY OF THE HARWICH CENTER
COMMUNITY CENTER TO CULTURAL CENTER SIDEWALK &
TRAFFIC LIGHTS PROJECT:**

Total Construction of 2019 Harwich Center CC to CC Project Costs: \$890,000.00

The estimated construction expenses were determined by VHB Engineering, to remove, and replace (*only*) the “*Community Center to Cultural Center Sidewalk*” including, curb cuts, and crosswalks. Funding for the Engineering and Design of this sidewalk was previously provided.

Harwich Center ‘Community Center to Cultural Center Sidewalk’ (only): \$650,000.00

The Harwich Accessibility Right Committee (HARC) has recommended the installation of two traffic lights with pedestrian-activated crosswalks on Main Street in Harwich Center.

The material and construction cost of the two Harwich Center traffic lights: \$150,000.00

Funding ‘Traffic Light Design’ for Harwich Center Crosswalks, appropriated \$ 30,000.00

Funding for Harwich Center Library Sidewalks previously appropriated \$ 60,000.00

Total for Harwich Center CC to CC Sidewalk project construction costs are \$890,000.00

Total 2019 CDBG Application request \$800,000.00

If the Town of Harwich is awarded the requested \$800,000.00 under the 2019 CDBG Funding, the construction of the Harwich Center Sidewalks work will begin in early 2019.

3a.) *Who benefits from these Harwich Center Sidewalks and Crosswalks?*

There is a severe need for safe pedestrian accessibility and crosswalks for Harwich Senior Citizens, youngsters and those with Disabilities, including Disabled Veterans. The Harwich Elementary School, Monomoy Regional High School, and Doane Park are in Harwich Center with hundreds of students and adults walking through the surrounding areas attending athletic, sports and craft fairs activities. Then when you include the year-round commercial, individual residential and senior citizen establishments of the center, you can appreciate this robust community. During weekends and the summer months, the number of people in Harwich along with the additional vehicle traffic through Harwich Center increases by at least three the times the regular off-season days.

The year-round population of Harwich is **12,145**.

The median age in Harwich is **52.6** years; while the median age in Massachusetts is **39.2** years

In 2018 the village of Harwich Port median age was **65.2**, and Harwich Center was **53**. Other areas in Harwich, like East and West Harwich, make up the portion of the remaining population. The Media Age is growing older every year in Harwich!

As a comparison, the Commonwealth of Massachusetts Median Age is only **39.2%**.

A recent demographic profile of Massachusetts released by the U.S. Census Bureau shows that the median age of state residents rose by 2.6 years during the last decade. The figures from the previous Census showed the Massachusetts median age at **39.2**, compared with **36.5** in 2000.

MAPC population projections for the Town of Harwich MA suggests that there will be a continuation of the present population trend, where residents with children under age 20, will continue to go down to **3.7%**, and those residents that are 65 and older will continue to go up to **58%** of all residents by 2030. That growth projection includes the disabled and those individuals with limited accessibility.

As far as Disability Status – Harwich has an elevated level of individuals with special needs! In 2014, of the noninstitutionalized Harwich population, **12%**, were individuals that claimed some type of disability, this was up from **9.3%** from 2000. In 2012, the overall number of people with a disability of all ages in Massachusetts was only **11.4** percent. Today that percentage in Harwich is **14.4%**; and continuing to increase annually!

For those Harwich residents that are under 18 years of age; **4.8%** have 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 Harwich levels of over **14%** disability, particularly seniors, and veterans represent a significant need for specific requirements of ADA approved accessibility (especially sidewalks and crosswalks with traffic lights) within the entire Harwich community.

These Harwich Disability percentages are high and growing annually in comparison to the **9.3%** level for Massachusetts!

“Who will these Sidewalks and Crosswalks benefit?”

The answer is obvious; a sizable number of disabled individuals, senior citizens, young residents, local citizens, and welcomed visitors that have accessibility issues will be coming to and walking around Harwich Center. The poor conditions of the existing Harwich Center Sidewalks, Crosswalks, and missing Traffic Signals are a critical issue and an accident waiting to happen!

3b.) Harwich Center ADA Senior Citizen Access and Residences:

Because Harwich and more specifically Harwich Center has such a high percentage of Senior Citizens 53% (as compared to MA of 39.2%) and individuals with disabilities of 14.4% (as compared to MA of 11.4%); it is obvious why safe accessibility in Harwich Center is such a critical requirement and who will benefit the most from these recommended sidewalks.

When you include the fact that in the Town of Harwich the median age is 52.6 years (while MA is 39 years) and that 65.2% of the Town of Harwich are of median age (as compared to MA which 39.2%), the needs and benefits for ADA approved sidewalks and crosswalks are apparent.

Next, you need to consider the youngsters that attend the same Community Center, Cultural Center, Library, Museum, Elementary School, Parks, Church and Monomoy Regional High School that will be using the same Harwich Center Sidewalks as the Senior Citizens and Disable.

All of these individuals along with the other residents and visitors in Harwich Center will be benefiting from the safety, accessibility, and convenience of the new sidewalks, crosswalks and vehicle and pedestrian traffic lights.

Examples of Harwich Center Senior Citizen and Disabled ADA Approved Residences

1. Rosewood Manor

671 Main Street, Harwich Center, MA, 02645
Nursing Care

2. Royal at Harwich Village

328 Bank Street, Harwich Center, MA, 02645
Assisted Living, Retirement Home, Alzheimer's Care

3. PINE OAKS VILLAGE - Phase I

61 JOHN NELSON WAY, Harwich Center MA,
Low Income-Affordable

4. PINE OAKS VILLAGE III - Phase II

151 Oak Street, Harwich Center, MA, 02671
Low Income-Affordable

Pine Oaks Village III Description

Welcome to Pine Oaks Village III apartments. The Pine Oaks Village Apartments is a three-phase development located on Cape Cod, in the Town of Harwich Center, Massachusetts. Pine Oaks Village features all ground-level, one-bedroom apartments for senior citizens over the age of 62 as well as the handicapped and disabled. Please call for an appointment today.

Pine Oaks Village III Apartments is located in the [02645](#) Zip code of [Harwich Center, MA](#).

4.) Harwich 2018 ADA Self-Evaluation and Transition

During the spring and summer of 2018, the Town of Harwich in cooperation with the Massachusetts Office of Disability (MOD) and along with a professional ADA consultant (Institute for Human Centered Design), conducted and completed a comprehensive Town of Harwich, Municipal Facility ADA Self-Assessment.

As a result, from having access to the documented ADA non-compliance findings, the Town is now in the process of performing the required ADA Public Municipality Transition Project that will assure that the Town of Harwich Public Municipal facilities are, and will maintain a rating of 100% ADA compliance.

(Click to follow the link below to see the entire Harwich ADA Self-Evaluation Engagement)

<https://ihcdesign.sharefile.com/d-sf431093022842c5a>

The estimated cost for the Harwich ADA Municipal Transition is \$200 to \$250,000.

FY 2019 the Transition budget is for \$25,000 and includes the no-cost clerical items.

FY 2020 the Transition budget is for \$75,000 for the assigned projects.

FY 2021 the Transition budget is for completion of the remaining projects.

Town of Harwich Municipal ADA 2019, 20 & 21 Transition Plan

1. Program Access or Town Priority requirements
2. Safety or Navigation Issues identified
3. Additional Access required
4. Enhanced Accessibility required

<u>Building/Facility Priority Locations</u>	<u>1</u>	<u>2</u>	<u>3</u>	<u>4</u>	<u>Totals</u>	<u>No Cost</u>
Brooks Library	7	12	13	4	36	10
Community Center	6	16	38	1	91	20
Cranberry Valley	4	8	17	1	30	9
Cultural Center	8	14	52	0	74	11
Town Hall	5	5	30	0	40	9
Subtotals:	30	55	150	6	271	59

Other Locations:

Police Station New Structure and recent ADA Inspection by Building Commissioner

Fire Station	“	“
Allen Harbor	“	“
Wychmere Harbor	“	“
Beach Restrooms	“	“(Completed in 2017 & 2018
Saquatucket Harbor	(In the process of being totally re-built 2018-2019)	
Harbormaster Office	“	“
Harbormaster Maint. Bldg.	“	“
East Harwich Fire Station	(In the process of being built 2019)	
Sidewalks	Separate Planning Stage Projects for Harwich Port & Harwich Center	
Regional School	Separate Inspection Process (Completed in 2017)	

5.) Harwich 2018 ADA Consultant Self-Evaluation and Transition Review

During the spring and summer of 2018, the Town of Harwich in cooperation with the Massachusetts Office of Disability (MOD) along with a professional ADA consultant, conducted and completed a comprehensive Town of Harwich, Municipal Facility ADA Self-Assessment.

As a result, from having access to the documented ADA non-compliance findings, the Town is now in the process of performing the required ADA Public Municipality Transition Project that, will assure that the Town of Harwich Public Municipal facilities are, and will maintain a rating of 100% ADA compliance.

Accessible Harwich: ADA Consultant Gives Town High Marks 14 November 2018

By: Alan Pollock: Lower Cape Chronicle



HARWICH — In its bid to improve compliance with the Americans with Disabilities Act (ADA), Harwich is doing more than just checking off the boxes on some form; it's making enhancements that help real people. That's the word from a consultant who reviewed a limited number of town buildings and facilities for accessibility.

Valerie Fletcher of the Boston-based Institute for Human Centered Design was retained to help the town perform an ADA self-evaluation. Working with Town Administrator Christopher Clark, the town's designated ADA coordinator, and accessibility rights commission chairman Matt Hart, Fletcher evaluated a sampling of town facilities and properties. She also reviewed town policies and procedures to evaluate "program accessibility," the primary obligation set by the ADA.

Hart said he was initially worried that Fletcher and her team would "find something terrible, but they didn't." Many of the recommendations the consultants made are relatively minor, and 59 of the items can be corrected at no cost to the town, he said.

The self-evaluation was limited in scope based on the \$30,000 contract signed with the town, Fletcher said, but still allowed the review of five public buildings, four semi-public buildings, and six parks and beaches. The evaluation also included the town website and specific town procedures and policies.

The review of the town hall, the community center and cultural center, Brooks Library and Cranberry Valley Golf Course indicated the need for improvements to handicap parking spaces, the installation of compliant signs, service counters that can be reached by people in wheelchairs, and fully compliant restrooms. The list of problem areas is a common one, Fletcher said, and “most of it quite correctable without an enormous amount of capital investment.”

Beyond the items strictly needed for ADA compliance, Fletcher recommended improvements at the pedestrian crossing at the Brooks Free Library, including a crossing sign with a flashing warning light that can be triggered by pedestrians. The community center could also use improvements to its crosswalk on Oak Street as well as its curb ramps; and benches at Cranberry Valley should provide back support where possible, the report reads.

The semi-public buildings in the assessment included the chamber of commerce building, the public safety facility, and the highway and water department buildings. For ADA compliance, the town will need to address similar problems with parking spaces, signs, service counters and restrooms, Fletcher said. Additional enhancements include an accessible examination table at the fire department’s first aid room that has an adjustable height setting and individual support rails.

Outdoors, the evaluation included Brooks Park, Whitehouse Field, and the beaches at Bank Street, Earl Road, Pleasant Road, and Red River. The parks require improvement to accessible parking spaces and better access to the playground, pavilion and other amenities at Brooks Park. The restrooms there also need improvements, according to the report.

The beaches surveyed lacked sufficient accessible parking spaces, and while there is an available pathway toward the shore at some beaches, it does not allow access to benches or waysides, the consultants noted. Some signs are faded and poorly located, they added. Still, when it comes to making beaches accessible to people with differing abilities, “you have done some terrific work,” Fletcher said. Though it is not strictly required by the ADA, the town should consider extending handicap walkways to the high tide line, with seating areas.

“That’s where people want to be,” she said. It would also be helpful to install a handicap-accessible restroom on the east side of Red River Beach. From the most distant parking spaces, the existing restroom is nearly three-tenths of a mile away.

In their review of the town website, the consultants noted that while the pages themselves may be usable for people with impaired vision, other elements are not. Public documents uploaded as .pdf files do not meet accessibility requirements, nor do some of the website elements added by third party companies, like online registration forms. Before its next website revision, the town

should consider changing the language in its procurement documents to require accessibility. Doing so will protect the town “from buying a pig in a poke,” Fletcher said.

With regard to town policies and procedures, Fletcher praised the town for identifying its town administrator as the official ADA coordinator rather than delegating the duty to a junior staff member. The town should include non-discrimination policies in its signs, documents, and website, and should have well-publicized procedures for citizens wishing to complain about accessibility problems.

Town staff who work with the public should receive training on effective communication with people with disabilities, Fletcher suggested, and the town should identify a staff person other than Clark to ensure that the training takes place.

In her report, Fletcher specifically praised the Brooks Free Library for its “excellent, effective communication resources.” The library has the equipment and trained staff to provide a high level of service for people who are vision- or hearing-impaired.

“I think a lot of libraries in Massachusetts could learn from you,” Fletcher said.

Clark said work has already begun to comply with some of the recommendations, with the goal of implementing all of them in the next three years.

“It’s great to work with people as committed” to improving accessibility as the people of Harwich are, Fletcher said. “It bodes very well for a place that doesn’t see this as a ‘tick box.’”

6.) HARC ANNUAL REPORT TO Harwich Board of Selectmen 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, the noninstitutionalized Harwich population, 12%, were individuals that claimed some type of disability, this was up from 9.3% in 2000. This year the percentage was 14.4%

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.

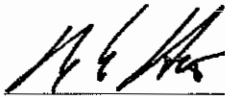
Recently the Harwich Accessible Rights Committee, “HARC” participated in an ADA Self-Evaluation and Transition engagement; that is required in every community in the United States. As a result of this evaluation, that was conducted by ADA Certified Consultants, HARC was made aware of 271 ADA violations 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 the 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.

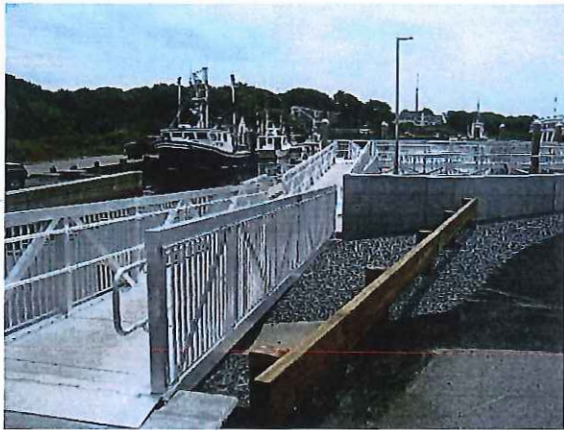
W. Matthew Hart 

Chairman Harwich Accessible Rights Committee

7.) THE TOWN OF HARWICH 2018 ENHANCEMENT PROJECTS

At the last census, the Town of Harwich had a year-round population of 12,243. That population increases substantially during the spring, summer and fall seasons with visitors from the Northeast and globally. The town is a popular year-round residential and commercial location and a favorite vacation destination, with numerous restaurants, businesses, homes, resorts and several first-class public beaches that are on the Nantucket Sound side, and a large amount of retired senior and disabled citizens.

This public access is complemented with docks and moorings on Pleasant Bay. Harwich has three active public and commercial harbors; Saquatucket, Wychmere and Allen Harbors, that are in Harwich Port and other boat facilities like Round Cove on Pleasant Bay. All three of the newly renovated Harwich Port public harbors including, the new Saquatucket Marina are now 100% ADA Compatible, as depicted in the recent photographs below.



Saquatucket Marina Handicap Ramp



Saquatucket Marina Handicap Ramp



The newly renovated Saquatucket Marina Complex

8.) Why is the Town of Harwich applying for the CDBG Funding in 2019?

In 2017 the Harwich Accessibly Rights Committee (HARC) applied for a grant to hire an ADA (Americans with Disabilities Act), Consultant, to conduct a Town of Harwich Municipal Facilities ADA Self Evaluation. The results of that self-evaluation led to the 2018 Town of Harwich ADA Five Year Transition Project to up-grade the Harwich Municipal facilities to meet current ADA Standards.

“Harwich Center, Community Center to Cultural Center Sidewalk Replacement”

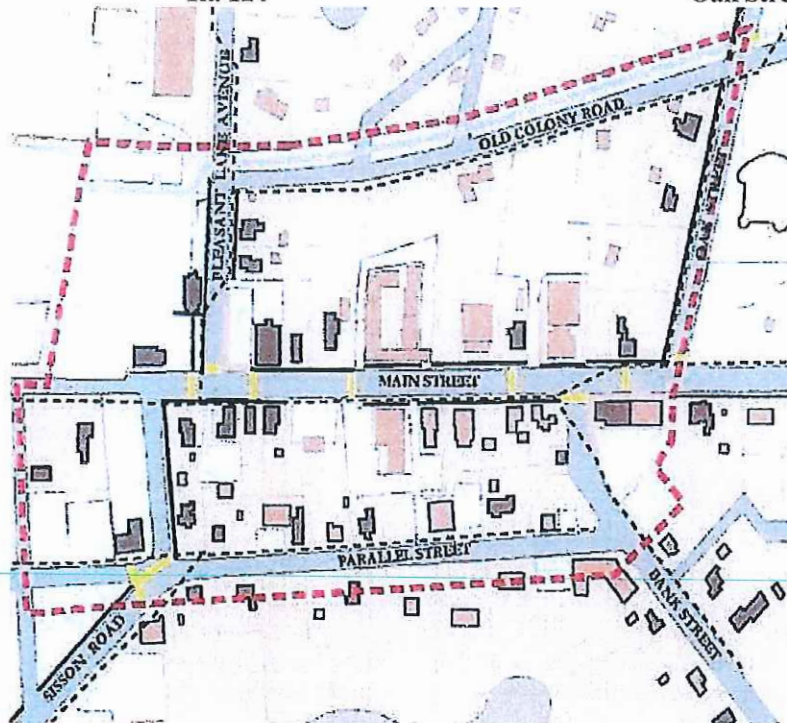
As a separate effort, based on the findings of the Town of Harwich ADA Self Evaluation, members of HARC and the Chris Clark the Harwich Town Administrator conducted a walking tour and examination of the present Oak Street, Main Street, and Zisson Road sidewalks in Harwich Center, Massachusetts. As a result of this sidewalk tour, it was determined that the approximately one mile of existing sidewalks in Harwich Center were in an unacceptable, deplorable and unsafe condition. Also, the HARC members recommended and unanimously approved the recommendation for two new ADA Pedestrian Crosswalks with the appropriate Traffic Lights and signage in Harwich Center.

The Town of Harwich already has the current engineering sidewalk documentations, estimated costs, and the Town Administrator approved \$30,000 to pay for design changes and planning.

The Map on the next page shows the Harwich Center Cultural District, with the Town Hall and Library in the center. Doane Park is at the corner of Oak Street and Main Street. The Brooks Academy Historical Museum is on Sisson Road on the way to the Cultural Center, and the remainder of the buildings include the Congregational Church, commercial enterprises and residential homes. The Old Colony Bike Path is on the North Side of the Harwich Center parameter map on the next page. This bicycle path connects Harwich with Chatham to the east and with Dennis to the West, and thousands of bikers and walkers use the bike path year-round.

Exit 10 Mid Cape Highway:
Access to Harwich & Brewster
Senior Citizen Housing #1
Rt. 124

Harwich Community Center
Monomoy Regional High School
Senior Citizen Housing #2
Oak Street



Main Street- (Rt. 39):
Access to East Harwich &
Chatham - Residential,
Commercial, Fountain
Medical, Doane Park.
Exit 11 Mid Cape Highway
to Chatham, Brewster &

Harwich Cultural Center:
Access to Rt. 28 to West Harwich & Dennis Port
Residential, Commercial & Beaches

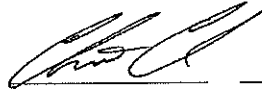
Senior Citizen Housing # 3 & 4:
Access to Rt. 28 to Harwich Port & Chatham
Residential, Harbors & Outer Cape Medical

The proposed project for the “*Harwich Center Community Center to Cultural Center Sidewalk*” and the inclusion of Pedestrian Crosswalks and Traffic Lights is not only beneficial as an ADA Barrier Removal Project for the Disabled. The renovated sidewalk will also be benefiting the young, elderly and all of the both year-round and summer visitors in the area by producing a safe walking path with access area for everyone.


This “CC to CC Sidewalk Project” is the centerpiece of the *2019 Harwich Center Rejuvenation!*

I certify that I have inspected and recommend the replacement of the Sidewalks in Harwich Center and the installation of Sidewalks in Harwich Port between Bank Street and Saquatucket Harbor.

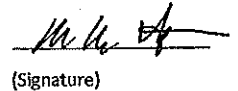
Harwich Town Administrator, Chris Clark

 12/10/18

Harwich Building Commissioner

 12/10/18

HARC Chairman Matthew Hart

 12/12/18

(Name)

(Signature)

(Date)

9.) HARWICH CENTER Community Center to Cultural Center Sidewalk

The detailed on-site examination of the three sections of the Harwich Center sidewalks by the HARC Members and the Harwich Town Administrator begins at the Community Center, and the Monomoy Regional High School. It then continues past Doane Park on Oak Street, intersects with Main Street and goes through Harwich Center, on Main Street, it goes past Town Hall, the Public Library, and then continues past several residential homes to the Cultural Center on Sisson Road. This sidewalk is beneficial to the disabled, senior citizens, and all Harwich citizens.

These three sections of approximately one mile of sidewalks have been identified as being in poor physical condition as far as safety, and accessibility for the elderly, disable and the young.

Regarding access and safety, *The Harwich Center Community Center to Cultural Center Sidewalks* is being classified as being severely **non-ADA Compliant**, at the present time.

As a result, HARC with the coordination and cooperation of the Town of Harwich has decided to engage in the application process of a Community Development Block Grant (CDBG) project.

This request is designed explicitly toward revitalizing, repairing barrier removal and replacement of this under a mile of deteriorating sidewalks, crosswalks along with the installation of two new traffic and pedestrian crosswalk lights in Harwich Center on Main Street that will benefit the disabled, seniors, students, and both resident and visitors of Harwich.

The estimated expense, that was determined by the Town of Harwich Highway and Engineering Departments, to remove, and replace all these sidewalks, curb cuts, crosswalks and to install the recommended two traffic lights on Main Street in Harwich Center is approximately \$800,000.00. The separate design cost and Library sidewalk costs of \$90,000.00 were separately approved.

PROPOSAL:

This Harwich Center renovation will include replacing approximately one mile of existing, deteriorating sidewalk, including a portion that is within the Harwich Center Historic District.

The proposed project would consist of the complete sidewalk restoration from the Community Center on Oak Street, to Main Street in Harwich Center, and then on Sisson Road (Rt. 39) to the Cultural Center. This project endeavors to maintain and replicate the sidewalks to current ADA specifications, including the replacement of wheelchair ramps and crosswalks, where necessary.

This includes replacing all the deteriorating Harwich Center sidewalks with an ADA compliant sidewalk, with new ramps, curb cuts, and crosswalks.

Installing the proposed concrete wheelchair ramps in the historic district.

Introducing traffic signal equipment to facilitate coordinated traffic signal operations, including brail and audio activated crosswalk signal equipment.

Installing new and historically consistent street furniture (benches, bicycle racks, and trash receptacles);

There are plans for new trees, plus existing trees will be retained.

Pavement rehabilitation with updated parking space markings and signage.

STATEMENT OF APPLICABLE GUIDELINES: The Harwich Center Historic District, Design Guidelines state the following relative to this proposal:

LANDSCAPING (HARDSCAPE): Retain historical hardscape features including, walkways, steps, and sidewalks, in their original locations. When deteriorated, repair with materials that match or are compatible with the original.

LIGHT FIXTURES: Retain and preserve exterior lighting fixtures that are important in defining the overall historic character of the district. If new light fixtures are needed either replace with like design and scale or excellent reproductions that are compatible with the style and tone of the Historic District.

SIDEWALKS: Existing historical sidewalks that meet ADA standards should be retained and maintained, with the replacement only of those portions that are deteriorated beyond repair. If replacement is necessary, the alternative shall replicate the original design. A new sidewalk should align with those that already exist along a block or street. Materials that are used will match the existing design and appearance to reinforce the character of the Historic District's features.

BENCHES: Existing benches should be retained and maintained. Introduction of additional public benches should enhance the historic character of the Harwich Center Historic District. There will be a limit to the number of benches and placement in less prominent locations. Bench furniture should only be used if the sidewalks are wide enough to accommodate them and should not obscure pedestrian paths or existing architectural features.

BIKE RACKS: Simple, modern/contemporary-style bike racks are encouraged. Limit the quantity placed along the primary right-of-way and assure appropriate pedestrian and wheelchair passage width is maintained.

TRASH CANS AND PLANTERS: Trash receptacles and Planters in the District should be uniform in design, material, size, color, and finish. The actual material content, design, and location of trash receptacles and planters should reinforce the historic character of the Harwich Center Historic District. These features should unobtrusively appear along sidewalks.

The pictures that follow are of the Harwich Center Sidewalks today, please note that there are no pedestrian-activated traffic lights.

“Present Harwich Center Sidewalk”



Main Street Harwich Center



Main Street Harwich Center



Main Street across from Library



Library on Main Street (During restoration)



Main Street Harwich Center looking at the Library Entrance



Oak Street and, Main Street Harwich Center



Main Street and Oak Street at Brooks Park across from Library



Main Street and Oak Street Intersection next to Brooks Park and, Library



Oak Street looking toward Community Center and, Regional School



Oak Street looking toward Community Center, and Regional School



Oak Street, Colony Way, and Bike Path looking toward Community Center



Oak Street, Colony Way, and Bike Path looking toward Community Center



Colony Way, Oat Street, and Bike Path, next to Brooks Park



Bike Path, Sidewalk, Colony Way, and Oak Street Intersection



Oak Street Sidewalk looking toward Community Center, and Monomoy Regional



Oak Street looking sidewalk, toward crosswalk and, Community Center



Oak Street, Colony Way, Crosswalk and, Bike Path next to Brooks Park



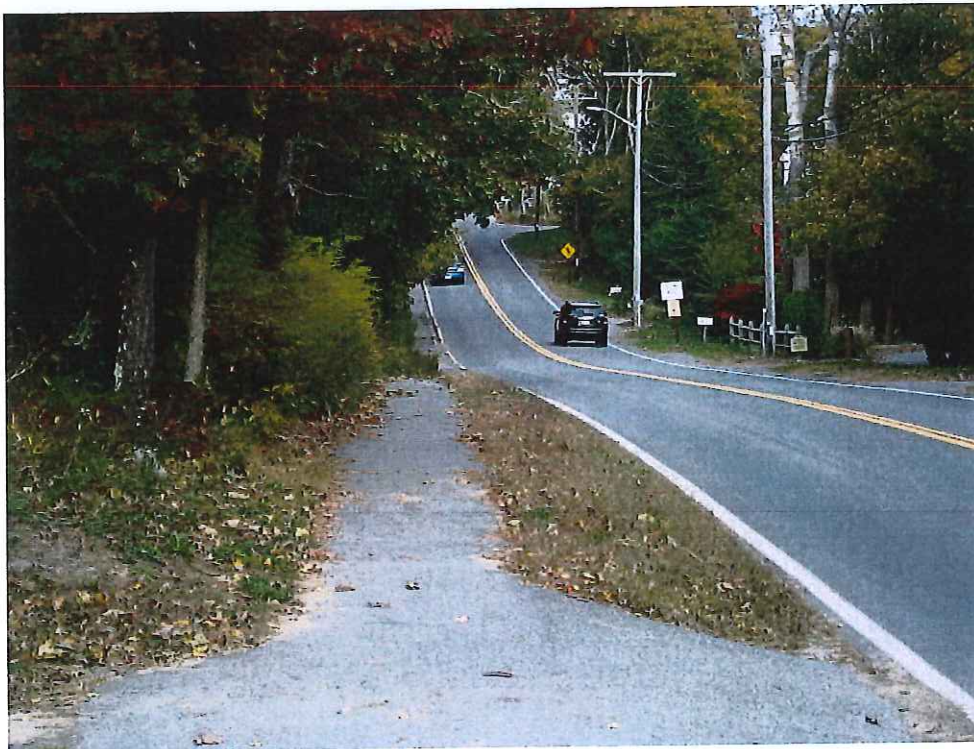
Cross Walk on Sisson Road and, Brooks Academy Museum



Sisson Road looking toward Harwich Center



Sisson Road



Sisson Road looking toward Harwich Center

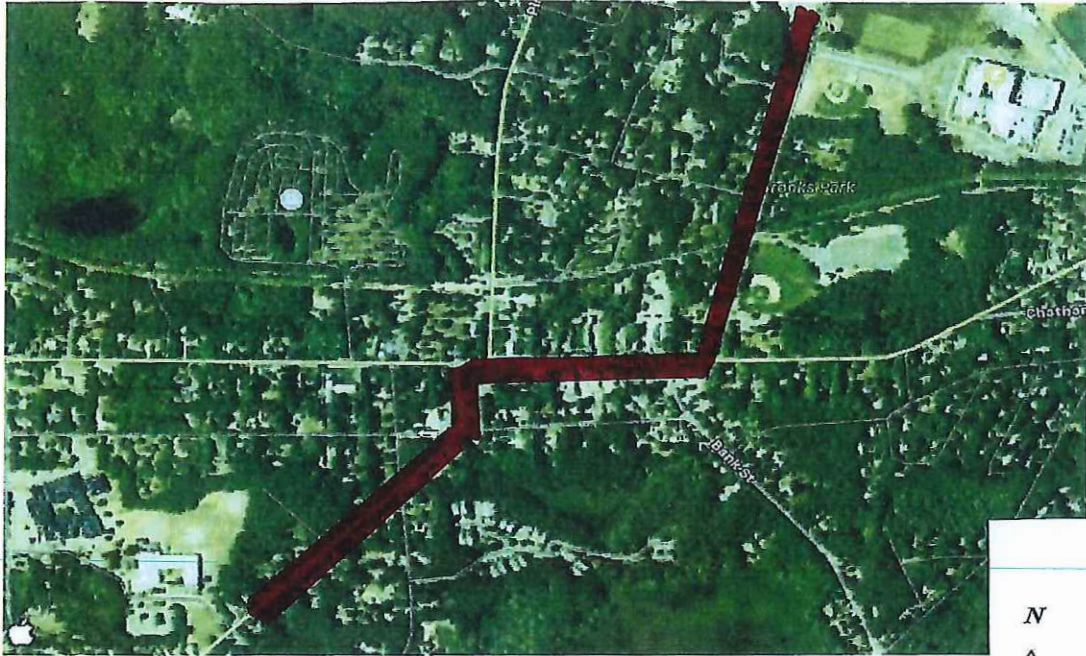


Sisson Road from Cultural Center looking toward Harwich Center

9A. Harwich Center Sidewalk Design Specifications

“Community Center to Cultural Center Sidewalk”

Harwich Center, MA Community Center to Cultural Center ADA Approved Sidewalk



Scan_Doc0001.pdf

Please click to see the design of the existing and planned replacement sidewalk

Our mission is to **repurpose the Harwich Cultural Center as a rental space** for groups and individuals to engage in recreational, social, educational, cultural, community service, civic and governmental activities.

The Harwich Cultural Center that previously was the Harwich High School, in 2018 recently went through an extensive **ADA Self Evaluation** to determine what needed to be done to have the establishment and grounds brought up to current ADA Standards.

Facility Information

Address

204 Sisson Road, Harwich, MA 02645 *(Please note that mail is not accepted at this address)*

Hours of Operation

Spaces are available to rent **Monday through Saturday for daily, weekly or monthly fees.**

Parking

The Harwich Middle School has a total of **88 parking spaces**, including **6 disability parking spaces**. Further disability parking spaces may be designated for special events.

*****Please note that there is NO phone service or internet connection available at the Harwich Cultural Center. Comcast may be obtained at Renters cost upon approval of the Town*****

Harwich Community Center • 100 Oak Street • Harwich, MA 02645 • (508) 430-7568
Hours: Mon - Fri: 6:30am - 10pm, Sat: 9am - 5pm

Town of Harwich, MA National Objectives and ADA Compliance

The Town of Harwich, MA is seeking to follow the Guide to National Objectives and eligible activities about ADA National information, guidance and training on how to implement the Americans with Disabilities Act (ADA) in order to support the mission of the ADA to “assure equality of opportunity, full participation, independent living, and economic self-sufficiency for individuals with disabilities.

One of the major HARC objectives is replacing old un- safe walkways and crosswalks with modern ADA approved sidewalks, crosswalks and pedestrian traffic lights on Main Street in Harwich Center, and other locations in Harwich.

This Town of Harwich “and HARC” (Harwich Accessibility Rights Committee) are dedicated to help public officials and citizens understand what activities are eligible to be assisted under the Community Development Block Grant (CDBG) Entitlement Program and to guide them in making wise choices among certain alternatives available within the program for carrying out particular ADA enhanced activities. While the statute, as amplified by the regulations, provides the authoritative version of program requirements, the HARC Program organizes the local grant eligibility requirements in an accessible and understandable format for the general public to understand.

HARC plans to provide additional explanatory materials, including examples.

Provide guidance on the factors to be considered in selecting among alternative categories of eligibility and national objectives, where applicable.

Provides guidance on accessing additional CDBG resources that may be available to a community.