

SELECTMEN'S MEETING AGENDA*

Donn B. Griffin Room, Town Hall

732 Main Street, Harwich, MA

Executive Session 6:15 P.M.

Regular Meeting 6:30 P.M.

Monday, April 1, 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 MGL c.30A, §21(3) to conduct strategy sessions with respect to collective bargaining if an open meeting may have a detrimental effect on the bargaining position of the public body and the Chair so declares – Manager's Union Contract (SEIU)

III. PLEDGE OF ALLEGIANCE

IV. WEEKLY BRIEFING

V. PUBLIC COMMENTS/ANNOUNCEMENTS

VI. CONSENT AGENDA

A. Minutes:

1. March 11, 2019 Regular Session

2. March 18, 2019 Regular Session

B. Approve the appointment of Dorothy Hemmings-Bassett as an Assistant Registrar to help with voter registrations and elections

C. Accept the Resignation of Chris Harlow as a member of the Capital Outlay Committee – effective May 10, 2019

D. Approve the appointment of William Stolz as a full member of the Planning Board with a term to expire on June 30, 2021

E. Approve application for a One Day Entertainment License with "Special Permit" for relief from the Town Noise By-Law (Section G) for an event to be held on June 30, 2018 by the Cakounes Family

F. Approve Annual Common Victualler License Renewal for Ten Yen

G. Approve the application by Ragnar Events, LLC to hold a running relay on May 11, 2019

H. Approve the recommendation of the Town Administrator regarding a Petition by Verizon New England and Eversource Energy to renumber one jointly owned pole and place one new jointly owned pole on Main Street Ext. to provide service for new development on Denwich Road

I. Approve the recommendation of the Town Administrator regarding a Petition by Verizon New England and Eversource Energy to relocate 14 poles on Lower County Road to accommodate sidewalk widening

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

A. Presentation – Experimental Kelp Farm Expansion – Mark Kelleher

VIII. **NEW BUSINESS**

- A. Safe Routes to School Support Letter
- B. Lower County Road Impact on the Roadway Program – Lincoln Hooper

IX. **CONTRACTS**

X. **OLD BUSINESS**

- A. Robert Fratus – Hawksnest Road, Round Cove Road, Raptor Road

XI. **WARRANT ARTICLES – REVIEW / RECOMMENDATIONS**

- Article #4 - Town Operating Budget
- Article #5 - Monomoy School Budget
- Article #20 - Lower County Road
- Article #31 - Cemetery Rules and Regulations
- Article #23 - Single Family Dwelling with Accessory Apartment
- Article #24 - Freestanding Portable Signs
- Article #25 - Retaining walls for Septic Systems
- Article #26 - Special Provisions for Lifting Existing Structure to New and Appropriate Elevations
- Joint budget /article meeting with Selectmen and Finance Committee reconciliation

XII. **TOWN ADMINISTRATOR'S REPORTS**

- A. Ethics testing requirement
- B. Health Insurance for Retirees - Update
- C. Department 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: _____
March 28, 2019

**MINUTES
SELECTMEN'S MEETING
GRIFFIN ROOM, TOWN HALL
MONDAY, MARCH 11, 2019
6:30 P.M.**

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

OTHERS PRESENT: Town Administrator Christopher Clark, Carolyn Carey, Emily Mitchell, Robert Fratus, Liz Dubuque, and others.

WEEKLY BRIEFING

Ms. Carey described upcoming events at the Cultural Center. Ms. Mitchell updated the Board and the public on the COA Transportation Policy. Ms. Hewitt described upcoming programs at the Library.

CONSENT AGENDA

- A. Approve Renewal of Auto Class IV License for All Out Performance

Mr. McManus moved approval of the Consent Agenda. Mr. Howell seconded the motion and the motion carried by a unanimous vote.

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

- A. Public Hearing – Application for a Seasonal, Common Victualler, All Alcoholic Beverages License by Capeside Kitchen Inc. d/b/a Capeside Kitchen, 537 Route 28, Harwich Port – Glen Jamieson, Manager.

Mr. McManus read the hearing notice into record and Chairman Kavanagh opened the hearing. Mr. Jamieson said there was a demand for Bloody Marys and Mimosas and they don't intend to open a full bar. Mr. Ballantine questioned having liquor when you don't have dinner. Susan Cartmell, Pastor of Pilgrim Church, spoke against granting the license and submitted a letter indicating that this license would run cross purposes with their mission and be incompatible with the programs they offer. Alice Driftmeyer, Chairman of the church trustees, read from Massachusetts General Law regarding granting liquor licenses within 500 feet of a church. Dick Smith, church member, asked what hours they are seeking and Mr. Jamieson said they are open to suggestions. Mr. Howell suggested getting a legal opinion on what hours they can or can't consider. Mr. Clark said he would bring it up with Town Counsel tomorrow. Mr. McManus noted that The Port is within 500 feet of the church and he doesn't believe that it has affected the mission of the church. Mr. Ballantine moved to continue to a date certain and continue the hearing until March 18th. Mr. Howell seconded the motion and the motion carried by a unanimous vote.

NEW BUSINESS

A. Request for attention to town roads – Robert Fratus

Mr. Fratus and Ms. Dubuque provided an overview of the request as follows:

I have been working on improving Hawksnest Road to meet with the Minimum Requirements of Access. The road has been widened. I am now wondering if the Town would install a layer of T-base (ground up asphalt). The Town is now getting large quantities of T-Base from all of the utility work on Town roads. I asked the gentleman that is running those construction jobs if I could get some of the T-base but he said he is required to give it to the Town. I believe you could direct him to deliver it to Hawksnest Road and the Town could spread it when they come out to grade the road. I believe they have been doing that in small amounts in the old section but not the newly widened section. If something like this is acceptable, I could meet with the Town personnel and show them where the bound stakes are located. Thank you for your time on this matter.

1. Hawksnest Road – T-Base for Hawksnest Road/Expenses

Mr. Ballantine said we should charge him for the T-Base because it has value. Mr. MacAskill said he supports this 100%, not because it is Mr. Fratus' request, but because it is a road that goes into a state park that a lot of people use. He said the Town should maintain the road. Mr. Howell said he isn't convinced that it is our road but has no problem t-basing just the area we had agreed to last year. He said he doesn't want to look at this as an opportunity to expand it any more. Mr. Clark suggested having Mr. Hooper in to discuss the priorities and the Board agreed. Chief Clarke spoke in support of the request and keeping the road safe and passable. The Board agreed to bring it back on March 25th with Mr. Hooper present.

2. Round Cove Road – Paving

Chairman Kavanagh stated that the Board already voted this. Mr. Fratus said his point is that he would like to see it at least 16 feet and the Town should have a minimum standard. Chairman Kavanagh noted that this could be discussed with Mr. Hooper as well.

3. Raptor Road – waive the in-lieu-of-sidewalk fee

Mr. Howell said the Planning Board waives the fee for this and it is their jurisdiction. Mr. Clark said we can send to the Planning Board to see if this makes sense relative to the development and the Board agreed.

B. Golf Cart Lease for Cranberry Valley Golf Course

Mr. Howell reiterated that he would like a recommendation for all contracts. Mr. MacAskill suggested he write a policy for the Board to vote on. Mr. MacAskill moved we approve the golf cart lease for Cranberry Valley Golf Course as presented. Mr. McManus seconded the motion and the motion carried by a 4-1-0 vote with Mr. Howell in opposition.

OLD BUSINESS

A. Approval of the Annual Town Meeting Warrant Articles – *vote to sign*

Mr. MacAskill moved to reconsider the vote on the warrant from last week. Mr. Ballantine seconded the motion and the motion carried by a unanimous vote. Mr. MacAskill moved to reconsider Article 61 (Affordable Housing Trust Fund – List of Properties to Designate as Affordable). Mr. Howell seconded the motion and the motion carried by a 4-0-1 vote with Mr. McManus abstaining from the vote. Mr. MacAskill moved to change Article 61, letter C, to change the language to Depot Road instead of Depot Street and to delete J4 and J6, the rest to remain the same. Mr. Howell seconded the motion and the motion carried by a 4-0-1 vote with Mr. McManus abstaining from the vote. Mr. MacAskill moved that we approve the Annual Town Meeting Warrant and vote to sign with the change that in Article 62 (Amend the Code of the Town of Harwich General By-Laws – Chapter 8 Departmental Revolving Funds §8-1. Funds Established) and that text about quarterly reports should be put in the body of the article and not in the explanation. Mr. Howell seconded the motion and the motion carried by a unanimous vote.

WARRANT ARTICLES – REVIEW RECOMMENDATIONS

Mr. MacAskill moved to support all 8 Community Preservation Fund articles. Mr. Howell seconded the motion and the motion carried by a unanimous vote.

COMMUNITY PRESERVATION FUND ARTICLES

- Appropriate Sums of Money From The FY 20 Estimated Annual Revenues of The Community Preservation Act Fund
- Fund Land Bank Debt Service
- Community Preservation Activities Under \$50,000
- Brooks Academy Museum
- Harwich Affordable Housing Trust
- Sand Pond Restroom Project
- Whitehouse Field Improvement Project
- Red River Beach Shoreline Stabilization Project

LAND MATTERS

Mr. MacAskill moved to support the following article. Mr. Howell seconded the motion and the motion carried by a unanimous vote.

- Approve Easement for Verizon and Eversource Energy at 1464 Orleans-Harwich Road (Rte. 39) for Fire Station 2

Mr. Clark said he would do a presentation on the properties in the following article on March 25th.

- Affordable Housing Trust Fund – List of Town Properties to Designate as Affordable

Mr. MacAskill moved to support the following article as amended. Mr. Ballantine seconded the motion. The motion carried by a 4-1-0 vote with Mr. Howell in opposition. Mr. McManus noted that the language in the article should refer to Town cemetery “properties” and the Board agreed that was part of the motion. The vote remained the same.

- Amend the Code of the Town of Harwich General By-Laws – Chapter 8 Departmental Revolving Funds §8-1. Funds Established

Mr. MacAskill moved to support the following articles. Mr. McManus seconded the motion and the motion carried by a unanimous vote.

- Rescind the Establishment of the Capital Infrastructure Revitalization Fund at Cranberry Valley Golf Course

Mr. MacAskill moved to support the following articles. Mr. McManus seconded the motion and the motion carried by a unanimous vote.

- Rescind the Authorization for the Golf Restaurant Lease 53D Revolving Account and Transfer the Balance into the Pro Shop Revolving Account

Mr. MacAskill moved to support the following article. Mr. Ballantine seconded the motion and the motion carried by a 4-1-0 vote with Mr. Howell in opposition to the vote.

- Departmental Revolving Funds Authorization

It was agreed to hold the following articles.

- Stabilization Fund
- OPEB Trust Fund
- Fund Prior Year's Unpaid Bills

CUSTOMARY ARTICLES

Mr. MacAskill moved to support the following article. Mr. McManus seconded the motion and the motion carried by a unanimous vote.

- Herring Fisheries

TOWN ADMINISTRATOR'S REPORTS

A. Budget Adjustments

Mr. Clark provided an overview of the budget adjustments and took questions and comments from the Board.

B. Departmental Reports

There was no discussion on this item.

SELECTMEN'S REPORT

A. Status of the Harwich Landfill Solar Panel Operation – *discussion*

Mr. Ballantine provided the solar data as provided by Liz Argo and noted it is included in the Board's packet and on the CVEC website.

ADJOURNMENT

Mr. MacAskill moved to adjourn 9:32 p.m. Mr. Ballantine 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, MARCH 18, 2019
6:30 P.M.**

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

OTHERS PRESENT: Town Administrator Christopher Clark, Chief Guillemette, Deputy Chief Tom Gagnon, Joe Stone, Cyndi Williams, William Crowell, Allin Thompson, Barbara-Anne Foley, John Foley, Peg Rose, Dana DeCosta, Linda Cebula, and others.

WEEKLY BRIEFING

Chief Guillemette introduced the police appointments as presented on the Consent Agenda.

CONSENT AGENDA

- A. Minutes:
 - 1. February 11, 2019 Regular Session
 - 2. February 19, 2019 Regular Session
- B. Approve 2019 Seasonal Liquor License Renewals
- C. Approve 2019 Seasonal General License Renewals
- D. Approve Hayride Special Permit Application and authorize the Chair to sign
- E. Approve the 2019 Long Pond Bass Tournaments
- F. Approve appointments per the recommendation of the Police Chief for the following:
 - 1. Promotion of Lt. Kevin Considine to position of Deputy Chief
 - 2. Promotion of Sgt. Adam Hutton to position of Lieutenant
 - 3. Promotion of Officer Amy Walinski to position of Sergeant
 - 4. Appointment of Thomas Gagnon as Special Police Officer
 - 5. Appointment of Joseph A. Stone as Special Police Officer

Mr. McManus moved approval of the Consent Agenda with the exception of Item A2 and the recommended actions thereon. It was noted that Mr. Howell had changes to the minutes of February 19, 2019. Mr. MacAskill seconded the motion and the motion carried by a unanimous vote.

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

- A. Public Hearing (**continued from 3/11/19**) – Application for a Seasonal, Common Victualler, All Alcoholic Beverages License by Capeside Kitchen Inc. d/b/a Capeside Kitchen, 537 Route 28, Harwich Port – Glen Jamieson, Manager.

Mr. Clark said the attorney indicated that the Board would have to include in their motion to list the hours and also indicate that it would not be detrimental to the spiritual and educational elements of the church. Mr. Waystack noted concerns including that the church is only 25 feet from the restaurant and there is a daycare program with a shared walkway and driveway. He asked the Board to reject this application. Bruce Nightingale, church member, spoke against the application noting that it is detrimental to the mission of the church and added that it is just too

close. He urged the Board to deny the application. Alice Driftmeyer, chair of the church trustees, said the safety of the parking lot, the parishioners and the children are of great concern to them. Randy Sact, a deacon at the church, also expressed concerns about the after school program, the elderly and the shared driveway. Mr. Crowell, church member, discussed the history of the church and said he doesn't see the need for a liquor license next door to the church. He also discussed safety and noise issues related to a liquor license and the activity of the church. He noted that the benefits don't outweigh the risks. He asked that they find the liquor license detrimental to the spiritual activities of the church. Ms. Karin Larson discussed traffic issues that should be considered. Pam Roberts, church member, emphasized that the Augustus Snow applied for a liquor license many years ago and that was turned down. She asked that the Board turn down this request. Mr. Rosadini, co-owner, said they aren't looking to become a bar or to change from being a breakfast/lunch family restaurant. Mr. Ballantine suggested eliminating Sundays and special events and Mr. Rosadini said he was not looking to eliminate special events. Mr. MacAskill asked if the daycare and after school programs are in the summer and Mr. Sact responded that they have Vacation Bible School in the summer as well as other activities for the community. Mr. MacAskill asked when the after school program starts and Ms. Cartmell said it runs from August to June and discouraged trying to work their programs around the liquor license. She said they open after school. Mr. Crowell suggested that the applicant have special events without liquor. He added that the focus shouldn't be on the day care but rather on all church activities. Mr. MacAskill said he also had concerns about the special events. Mr. Howell questioned the value of having a liquor license from 12-2 Sundays and 11-2 on weekdays which is the most he would be considering. He also had concerns about having special events and commented that we aren't lacking for pouring licenses in Harwich Port. He said he was disturbed about granting a license where there has ever been a history of any pouring there. He said he is uncomfortable with the 25 feet distance between the church and the restaurant. Mr. Rosadini said he would like to be open no earlier than noon on Sundays and 10 or 11 on weekdays. Mr. Ballantine moved that the Board vote to approve a Seasonal, Common Victualler, All Alcoholic Beverages License by Capeside Kitchen Inc. d/b/a Capeside Kitchen, 537 Route 28, Harwich Port with hours authorized to be as follows: 11:00 to 2:00 Monday through Saturday and specifically excluding Sunday and further that the Board finds at the hearing that the approval of said license will not be detrimental to educational and spiritual activities of the Pilgrim Congregational Church. Mr. MacAskill seconded the motion. Mr. Howell stressed that it is disingenuous to say this is not detrimental to the church because the church is saying that it is and considering the distance between them he doesn't see how it couldn't be detrimental. The Board discussed the Ballarin factors in relation to this application. The Board took comments from Mr. Thompson who spoke in support of the church. The motion carried by a 3-1-1 vote with Mr. Howell in opposition and Mr. McManus abstaining from the vote.

B. Presentation - Wastewater Program Updates – David Young, CDM Smith

David Smith and Michael Giudice of CDM Smith provided a Power Point presentation covering the following topics: Phase 2 - State Revolving Fund (SRF) Status, Pumping Station Design, Easement Status, Harwich Program Cost Estimates, and DHY Status Update. They took questions and comments from the Board. Mr. Pelletier offered to get feedback from other towns on the different pumps, specifically submersible versus suction-lift pumps, in response to concerns from the Board although he explained they are both going to work. He stressed that every town is different and the flows are going to be different. He commented that he would prefer to see the

pumps above ground. Mr. Ballantine asked CDM Smith to come back with more costing information. Mr. Smith said he would be happy to supply Mr. Pelletier with names of other operators and take him for site visits. Mr. Smith and Mr. Giudice took questions from residents.

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

Mr. Howell moved authorization for the Town Administrator to execute all Sewer Collection System Phase 2 SRF grant or loan activities. Mr. Ballantine seconded the motion and the motion carried by a 4-1-0 vote with Mr. MacAskill in opposition.

NEW BUSINESS

- A. Approve new application for Weekday Entertainment and Innholders Licenses for Harwich Inn and Tavern, 77 Route 28 in West Harwich

Mr. Tsoukalas, owner, introduced himself and said he is seeking entertainment for his business. Mr. Clark said the applicant is seeking noon to midnight and in Harwich Port outside activities end at 10:00. Mr. McManus stated in the past the outside entertainment was cut off at 8:00 p.m. at this establishment. Mr. Tsoukalas said he isn't the past owner and he runs things differently. He said he would have no problem ending at 10:00. Mr. Ballantine said he could live with 10:00. Mr. MacAskill said we should have a public hearing and notify abutters. Mr. Howell said although not required, we should have a public hearing. It was agreed just to have a notice to the abutters with no newspaper advertisement. Mr. McManus moved to approve the application for Innholders License. Mr. MacAskill seconded the motion and the motion carried by a unanimous vote.

WARRANT ARTICLES – REVIEW RECOMMENDATIONS

Mr. McManus moved to take the position of supporting Articles 1, 2 and 3 as follows. Mr. Ballantine seconded the motion and the motion carried by a unanimous vote.

- A. Customary Articles
- Town Officers & Committees
 - Reports of Town Officers & Committees
 - Elected Officials Salaries

Mr. McManus moved to support the customary articles as follows. Mr. Howell seconded the motion and the motion carried by a unanimous vote.

- B. Petition Articles
- Defray Costs for the Chase and Harwich Port Libraries
 - Promote the Town of Harwich
 - Supplement Annual Allocation of Mass Cultural Council For Local Cultural Council Grants

Mr. McManus moved to take a position of support on the following article which transfers from available funds \$26,170 for our town's share. Mr. Howell seconded the motion and the motion carried by a unanimous vote.

- Pleasant Bay Alliance

Mr. Patrick Otton of 49 Kendrick Road provided a presentation on the following petition article. There was discussion among the Board about implementation issues. Mr. Howell moved to support a positive recommendation for this. The motion was not seconded. Chairman Kavanagh said as a petition article, it will be included in the warrant. Mr. Clark asked Mr. Otton to come into the office and they would work on a motion.

- Amend the Code of the Town of Harwich to prohibit procurement of and dispensing beverages in plastic containers of any size

Maria Ruddin, proponent of the petition article, spoke on this article. Mr. Clark noted that this is non-binding per Town Counsel. Chief Guillemette explained that the Police Department doesn't have the authority to enforce federal immigration laws. Chairman Kavanagh noted that as a petition article, it will be included in the warrant.

- Refrain from Using Town Funds/Resources to Enforce Federal Immigration Laws

There was no discussion on these petition articles.

- Support for Legislation to Change State Seal and Motto
- General By-Law Amendment to Ban the use of Single-Use Plastic Straws
- Amendment to the Harwich Board of Health Regulations - Flavored Tobacco Products
- Selectmen's Public Record of Votes

Ms. Cebula spoke on the following article.

- Amend the Code of the Town of Harwich Charter – Update the Name “Selectmen” to “Select Board”

Mr. McManus moved to take a position of support of Article 58 and 59. Mr. Ballantine seconded the motion and the motion carried by a 4-1-0 vote with Mr. Howell in opposition. Mr. McManus moved to take a position to indefinitely postpone Article 57. Mr. Ballantine seconded the motion and the motion carried by a 4-1-0 vote with Mr. Howell in opposition.

C. Pet Burial Ground Articles

- Article 57 - Rescind Article 57 of the 2016 Annual Town Meeting – Pet Burial Ground
- Article 58 - Establish Annual Revolving Fund for the Pet Burial Ground
- Article 59 -Complete Construction of the Pet Burial Grounds

D. Cemetery Articles

Mr. McManus moved to take a position of support for the following article. Mr. MacAskill seconded the motion. Mr. DeCosta indicated that the Finance Committee is recommending a few changes. Mr. MacAskill withdrew his second as he asked to see changes that the Finance Committee made. The Board agreed to bring this item back.

- Amendments to Cemetery Rules and Regulations

Mr. McManus moved to take a position of support on the following article. Mr. Howell seconded the motion and the motion carried by a unanimous vote.

- Cemetery Arboretum Project – Mapping and Software

The following items were not addressed:

- E. Planning/Zoning
 - Single-family dwelling with accessory apartment
 - Freestanding Portable signs
 - Retaining walls for septic systems
 - Special provisions for lifting existing structure to new and appropriate elevations
 - Provide funding for an Update of the Town’s Local Comprehensive Plan
- F. Land Matters Articles
 - Approve Easement for Verizon and Eversource Energy at 1464 Orleans-Harwich Road (Rte. 39) for Fire Station 2
- G. Miscellaneous Articles
 - Solar Photovoltaic Energy Systems
 - Amendment to the Agreement Between the Towns of Chatham and Harwich for the formation of a Regional School District
- H. Approve the Annual Election Ballot – *sign*

Mr. McManus to approve the Annual Election Ballot and sign it. Mr. Ballantine seconded the motion and the motion carried by a unanimous vote.

TOWN ADMINISTRATOR’S REPORTS

A. Status of Recruitments:

1. Assistant Town Administrator

Mr. Clark reported that interviews were held.

2. Town Engineer

Mr. Clark reported that interviews are being lined up.

3. Executive Assistant to the Town Administrator

Mr. Clark reported that we are looking at applications.

B. Departmental Reports

The above item was not addressed.

ADJOURNMENT

Mr. MacAskill moved to adjourn at 10:37 p.m. Mr. Ballantine seconded the motion and the motion carried by a unanimous vote.

Respectfully submitted,
Ann Steidel
Recording Secretary

Town of

Anita N. Doucette, MMC/CMMC
Town Clerk



Harwich

732 Main Street
Harwich, Massachusetts 02645
Tel. 508-430-7516

March 21, 2019

Julie Kavanagh, Chair
Board of Selectmen
732 Main Street
Harwich, MA 02645

Dear Ms. Kavanagh:

The Harwich Board of Registrars would like to appoint Dorothy Hemmings-Bassett as an Assistant Registrar to help with Voter Registrations and Elections.

This appointment requires the confirmation of the Board of Selectmen.

Thank you.

Respectfully,

Anita N. Doucette, MMC/CMMC
Town Clerk

March 25, 2019



TO: Members of the Board of Selectmen

FR: Christopher Harlow

RE: Committee Resignation

To the Board: *Hello Julie,*

Please accept this letter as notice that I will be resigning from the Capital Outlay Committee, Town of Harwich, on Friday, May 10, 2019. My committee membership is determined by the Board.

Thank you for the support and the opportunities you have provided me over the course of my approximate decade-long membership on the Capital Outlay Committee. I would like to give special recognition to the committee chairmen, the late Mr. Pete Watson, and the current chairman Mr. Richard Larios as well as members of the committee and Town Administrator Mr. Chris Clark.

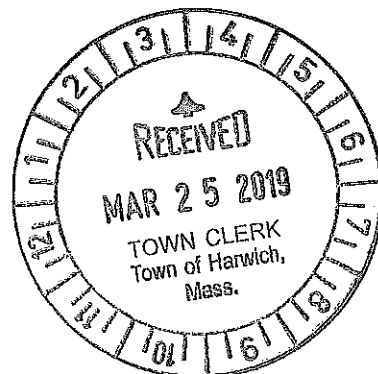
In May my family will be moving to northeastern Massachusetts.

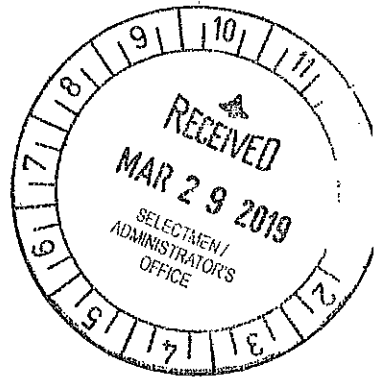
Regards,

Chris

Christopher Harlow
11 Harding Lane
Harwich, MA 02645

I hope you will continue to work hard to encourage greater diversity on the BOS. In more than a dozen years we can count just a handful of women on the BOS. It may start at the committee and board level.





**CITIZEN'S COMMITTEE VACANCY FORM
VOLUNTEER NOW -- SERVE YOUR COMMUNITY**

Town government needs citizens who are willing to give time in the service of their community. This form was adopted by the Selectmen as a means of compiling names of interested citizens to serve, on a voluntary basis, on Boards and Committees and Commissions

Vacancy Forms are updated to include categories consistent with the changing needs of the Town. Indicate your order of preference and return this form to:

**CITIZEN'S COMMITTEE VACANCY FORM
BOARD OF SELECTMEN**

732 Main Street, Harwich, MA 02645

Name William E Stoltz Street/P.O. Box 17 Pine Orchard Town Harwich Zip 02645

Occupation Ret. Builder Email _____ Telephone [REDACTED]

(LIST IN ORDER OF PREFERENCE)

PLANNING AND PRESERVATION

- Agricultural Commission
- *Board of Appeals
- Brooks Academy Museum Commission
- Building Code Board of Appeals
- By-law/Charter Review Committee
- Community Preservation Committee
- *Conservation Commission
- Cultural Council
- Historical/Historic District Commission
- *Planning Board
- Real Estate, Open Space Committee
- Town Forest Committee
- Traffic Safety Committee
- Trail Committee
- Harwich Energy Committee
- OTHER _____

OTHER

- Affordable Housing Trust
- *Board of Assessors
- *Board of Health
- Capital Outlay Committee
- Cemetery Commission
- Community Center Facilities Committee
- Constable
- Council on Aging
- Finance Committee
- Harwich Accessibility Rights Committee
- Harwich Center Initiative Committee
- Harwich Housing Committee
- Herring Supervisor (Voluntary)
- Shellfish Constable (Voluntary)
- Treasure Chest Committee
- Voter Information Committee
- Wastewater Support Committee
- Youth Services Committee

RECREATION

- Bikeways Committee
- Golf Committee
- Recreation & Youth Commission
- Waterways Committee

* Please include a resume with form

EDUCATIONAL BACKGROUND:

Harwich 7-12
Planning Board. 10yrs

RELEVANT SKILLS:

Builder, Business owner

REASONS FOR INTEREST IN COMMITTEE/COMMISSION/BOARD:

Helping Town of Harwich



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

APPLICATION FOR ENTERTAINMENT LICENSE

- Weekday Entertainment (\$75) 1 day (\$25)
 Batters Box (\$50)
 Go Carts (\$50)
 Miniature Golf (\$50)
 Trampolines (\$25)
 Theater (\$150 per cinema)
Automatic Amusement:
 Juke Box (\$100 each)
 Video Games (\$100 each)

New application
Renewal
Annual ^{MUSIC} ~~4th year~~
Seasonal
Opening Date (20th year)

Special permit AS PER
Other ByLaw 189-1(G)

Business Name Cape Fear Supply Phone 508-364-1512
Business Address 1590 FACTORY ROAD HARWICH 02645
Mailing Address 1601 FACTORY ROAD HARWICH 02645
Owners Name & Address LEO & ANDREA CATOWNES
Email Address CRANBERRYPIG@COMCAST.NET
Managers Name & Address SAME

TIMES AND DAYS OF WEEK FOR ENTERTAINMENT (Please note this application does not cover Sundays. You can obtain a Sunday license application at the Selectmen's Office):

Saturday June 29th 2019 3:00 P.M. - 11:00 P.M.

ENTERTAINMENT TYPE: (Check all appropriate boxes)

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

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

 Yes ✓ No

If Yes, answer questions 1 through 4 below. Attach a separate sheet and/or exhibits if necessary:

1. Describe in complete detail the extent of exposure during the performance and the nature of the entertainment: _____

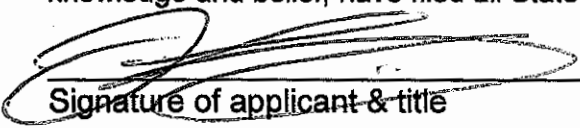
2. Furnish additional information concerning the condition of the premises and how they are suitable for the proposed entertainment: _____

3. Fully describe the actions you will take to prevent any adverse effects on public safety, health, or order: _____

4. Identify whether and how you will regulate access by minors to the premises: _____

Days/Hours of Business Operation Event 11:00 AM - 11:00 P.M.

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


Signature of applicant & title

04-327 2680
Federal I.D. #

Signature of individual or corporate name

Federal I.D. #

Signature of Manager

Federal I.D. #

Signature of Partner

Federal I.D. #

REGULATORY COMPLIANCE FORM

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

Building Commissioner

Board of Health

Fire Department

Police Department

comments:

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



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

APPLICATION FOR COMMON VICTUALLERS LICENSE

Fee: \$50 New application Annual # of seats 40
Renewal Seasonal Opening date 5/20/19

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

Business Name TEN YEN LLC Phone 774-722-2833

Doing Business As (d/b/a) TEN YEN Harwichport

Business Address 554 Route 28, Suite B, Harwichport, MA 02646

Mailing Address 9 Edwards Ave Cz, Dennisport, MA 02639

Email Address 10yenharwichport@gmail.com

Name of Owner Michael Jzcek

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

[Signature] owner 81-4345512
Signature of applicant & title 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.

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

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



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

FORM #7

APPLICATION FOR LICENSE/PERMIT

PLEASE CHECK

ROAD RACE

CRAFT FAIR

OTHER

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

NAME OF BUSINESS Ragnar Events, LLC. PHONE 801-409-5324

BUSINESS ADDRESS 12 South 400 West 2nd floor, Salt Lake City UT 84101

MAILING ADDRESS 12 South 400 West 2nd floor, Salt Lake City UT 84101

PLEASE STATE THE PURPOSE FOR WHICH LICENSE/PERMIT IS REQUESTED 200 mile running relay starting in Hull and ending in Yarmouth. Use of Sand Lake Recreation area and Earle Road Beach as exchange points.

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

DATE May 11 2011

TIME 12:00 am until 5:30 pm. Varies by running area

ROUTE/LOCATION Sand Lake recreation Area, Harwich Community Center, various roads as outlined in attached

(please use reverse side if necessary)

[Signature]
Signature of Applicant

Race Director
Title

90-0295137
Social Security Number of Federal Identification Number

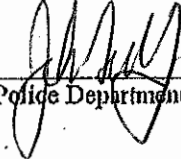
Tax Exempt ID (for non-profit organizations)

Ragnar Events LLC
Signature of Individual or Corporate Name

By Corporate Officer (if applicable)

REGULATORY COMPLIANCE FORM

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




Police Department Date
8/14/19

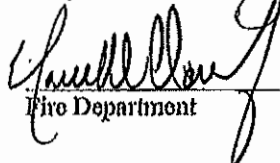


Building Commissioner Date

Recreation & Youth Commission Date



Board of Health Date
3-7-19



Fire Department Date
7-8-19

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

For Office Use Only

FEE _____ CASH _____ CHECK _____

FOR _____

REVIEWED BY _____

DATE LICENSE ISSUED _____



Special Event Information-Ragnar Relay Cape Cod 2019

Attached, please find information on the Ragnar Relay Cape Cod 2019 event.

Included information:

- A. Special Event Information
- B. Organization Information
- C. Safety, Emergencies and First Aid
- D. Volunteers
- E. Community Impact
- F. Insurance

We believe in providing a quality event that is safe and fun for participants and all involved. I look forward to working with you on this year's event and welcome any questions you may have. Please feel free to reach out at any time.

Amber Sadlier | Race Director

Ragnar Relay Series | Ragnar Events, LLC

12 South 400 West 2nd Floor | Salt Lake City, UT 84101

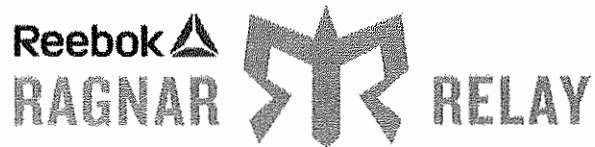
C. 435-630-1533

O. 801.499.5024 ext. 145

F. 801.499.5023

amber.s@ragnarrelay.com | www.ragnarrelay.com





A. Special Event Information

The Ragnar Relay Cape Cod is a long distance running relay race. The race is proposed to start at Nantasket Beach in Hull on Friday, May 10, 2019 and finish at Smugglers Beach in Yarmouth.

We anticipate 425 teams to participate in the race. Each team is comprised of 12 individuals and 2 vehicles ("Ultra" teams have six participants and one vehicle), therefore we expect no more than 5,000 participants. Teams take turns running relay style to complete the course, picking up a runner and dropping off the next runner at each of the 36 exchange points along the course.

Parking/Traffic Flow:

- Ragnar teams start in waves from the start line at Nantasket Beach. Start times are staggered from 5:00 am – 3:00 pm to spread participants along the course, allowing about a 12 hour time frame to pass through communities.
- We anticipate less than 300 parking spots during our peak hours for Ragnar vehicles at major exchanges. Throughout the majority of the race, you can expect only 60-80 vehicles onsite.
- Each team is responsible for providing two support vehicles, with six runners in each vehicle. The first vehicle will drop off the first runner at the start, and then proceed to the first exchange point. At the first exchange, the vehicle will drop off the second runner and pick up the first runner when that runner's leg is complete. Teams will repeat this pattern for six legs until they hand off to their second vehicle. This leapfrogging pattern will continue all the way to the finish line.

Race Personnel Onsite:

- Ragnar will have an exchange manager present during the entire race and 10-15 volunteers. Additionally, Ragnar staff will be present throughout the event to ensure everything is running smoothly.

Sanitation and Garbage Disposal:

- Ragnar will provide portable toilets through United Site Services.
- Ragnar staff will manage all trash clean up. A trash dumpster will be provided to collect team trash and will be removed after the event.





B. Organization Information

The event is sponsored and managed by Ragnar Events LLC. Ragnar Events presented its first event, the Ragnar Relay Wasatch Back, in Utah in 2004. To date, Ragnar has over 40 events worldwide and is the largest series of overnight relays in the world. For more information, see www.runragnar.com

Event organizer:

Amber Sadlier | Race Director

Ragnar Relay Series | Ragnar Events, LLC

12 South 400 West 2nd Floor | Salt Lake City, UT 84101

C. 435-630-1533

O. 801.499.5024 ext. 145

F. 801.499.5023

amber.s@ragnarrelay.com | www.ragnarrelay.com

C. Safety, Emergencies and First Aid

Runner safety is of foremost concern. Before a team can begin the race, they must go through a safety gear check and training at the start line. All runners sign waivers where they acknowledge that the course includes areas where there may be traffic congestion and that they must obey race rules, which require observance of all applicable traffic rules and regulations.

Runners and community residents are able to notify Ragnar through the Ragnar Race Command number, which will be published closer to race day, with any concerns of problems along the course. Medical personnel are provided at each Major Exchange point, or approximately every 25-35 miles of the course. If a runner encounters a first aid issue at a minor exchange, they are directed to proceed to the closest major exchange to be treated. In the event of an emergency, runners are directed to contact 911 and then notify Ragnar staff.





D. Volunteers

Exchanges are staffed by a combination of team required volunteers and community groups and charities. Groups and charities are given a donation for providing volunteers to manage exchange logistics such as parking, exchange chute details, team tracking and general runner directions. Volunteers are trained on site by a Ragnar staff member and released by a staff member once the last runner has come through.

E. Community Impact

Communities directly benefit economically from money spent by participants for food, lodging and other services. Additionally, Ragnar partners with regionally based charities and groups for each event to encompass an even more positive impact on the local communities.

These overnight relays benefit both participants and the communities where they are presented. Participants have been unfailingly enthusiastic about their experiences and there are always a wide variety of human interest stories associated with these events. These range from the experienced runner finding special meaning through participation in a running event as a member of a team, to the first-time runner who participates at the urging of a friend and discovers previously unknown abilities and a love for running; to families, businesses, old friends and other groups who enhance their relationships as they individually and collectively test their limits; to teams who simply run for a cause, whether in honor of a deceased friend or relative, or to raise money for local charities or another charity of special importance to the team.

F. Insurance

We are sanctioned under USA Track and Field. If you would like a Certificate of Liability Insurance for \$1 Million in coverage, we are happy to provide that upon request. Please inform us what entity to have listed on that certificate.



Proposed Ragnar Route through the Town of Harwich

Leg 23

- Participants are expected to be on leg 23 between 12:00 am and 9:30 am Saturday, May 11th
- Participants enter the Town of Harwich 1.8 miles into leg 23 running south from the Brewster Town line against traffic on Depot Street
- Support vehicles are instructed to follow runner route for this leg

Participant turn-by-turn directions

- 1.8 Slough Rd becomes Depot Street
- 3.1 Right to run against traffic on Great Western Road
- 3.7 Arrive at exchange 23, Sand Lake Recreation Area



Reebok 
RAGNAR  RELAY

Leg 24

- Participants are expected to be on leg 24 between 12:30 am and 10:00 am Saturday, May 11th

Participant turn-by-turn directions (blue)

- Depart Sand Lake Recreation Area running west against traffic on Great Western Road
- 0.1 Left to run with traffic on Bells Neck Rd
- 0.2 Left to run on the Cape Cod Rail Trail
- 2.5 Left to run on the sidewalk against traffic on Oak St for 0.15 mile, then cross at pedestrian walkway to run with traffic on sidewalk
- 2.8 Arrive at exchange 24, Harwich Community Center

Support Vehicle turn-by-turn directions (teal)

- Depart Sand Lake Recreation Area east on Great Western Road
- 2.2 Left onto Oak St
- 2.6 Arrive at exchange 24, Harwich Community Center



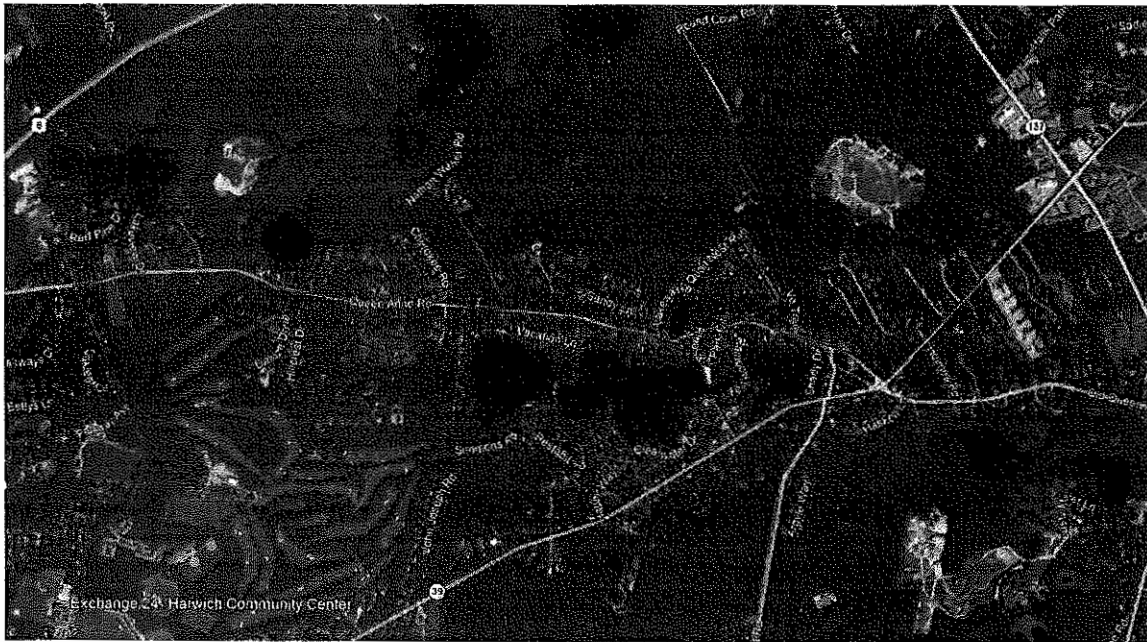
Reebok   RAGNAR RELAY

Leg 25



- Participants are expected to be on leg 25 between 1:00 am and 10:30 am Saturday, May 11th
- Runners and support vehicles exit the Town of Harwich headed north on Hwy 39 at the Brewster Town Line
- Vehicles are instructed to follow the runner route for this leg

Participant turn-by-turn directions

- Depart Harwich Community Center running north against traffic on Oak St
- 1.0 Right to run against traffic on Queen Ann Rd
- 3.0 Left to run against traffic on Orleans Harwich Rd
- 4.5 Stay left to run against traffic on Orleans Harwich Rd



 **RAGNAR RELAY**
12 South 400 West, 2nd Floor
Salt Lake City, Utah 84101
TOLL FREE: (877) 83-RELAY
OFFICE: (801) 489-5024
FAX: (801) 489-5023
RAGNARRELAY.COM

Reebok 
RAGNAR  RELAY



RAGNAR RELAY
12 South 400 West, 2nd Floor
Salt Lake City, Utah 84101
TOLL FREE: (877) 93-RELAY
OFFICE: (801) 499-6024
FAX: (801) 499-5023
RAGNARRELY.COM

Reebok 
RAGNAR  RELAY

Leg 32

- Participants are expected to be on leg 32 between 6:15 am and 3:30 pm Saturday, May 11th
- Participants enter the Town of Harwich 3.5 miles into leg 32 on running south on the Cape Cod Rail Trail from the Brewster Town line.

Participant turn-by-turn directions (blue)

- 6.3 Left to run against traffic on Main St
- 6.5 Left to run against traffic on Great Western Rd
- 6.6 Right to run against traffic on South St
- 6.7 Arrive at exchange 32, Harwich Elementary

Support Vehicle turn-by-turn directions (teal)

- 4.3 Take exit 10 for MA-124 toward Harwich/Brewster and turn left onto Pleasant Lake Ave
- 6.0 Turn right onto Main Street, then immediately left onto Sisson Rd
- 6.3 Arrive at exchange 32, Harwich Elementary

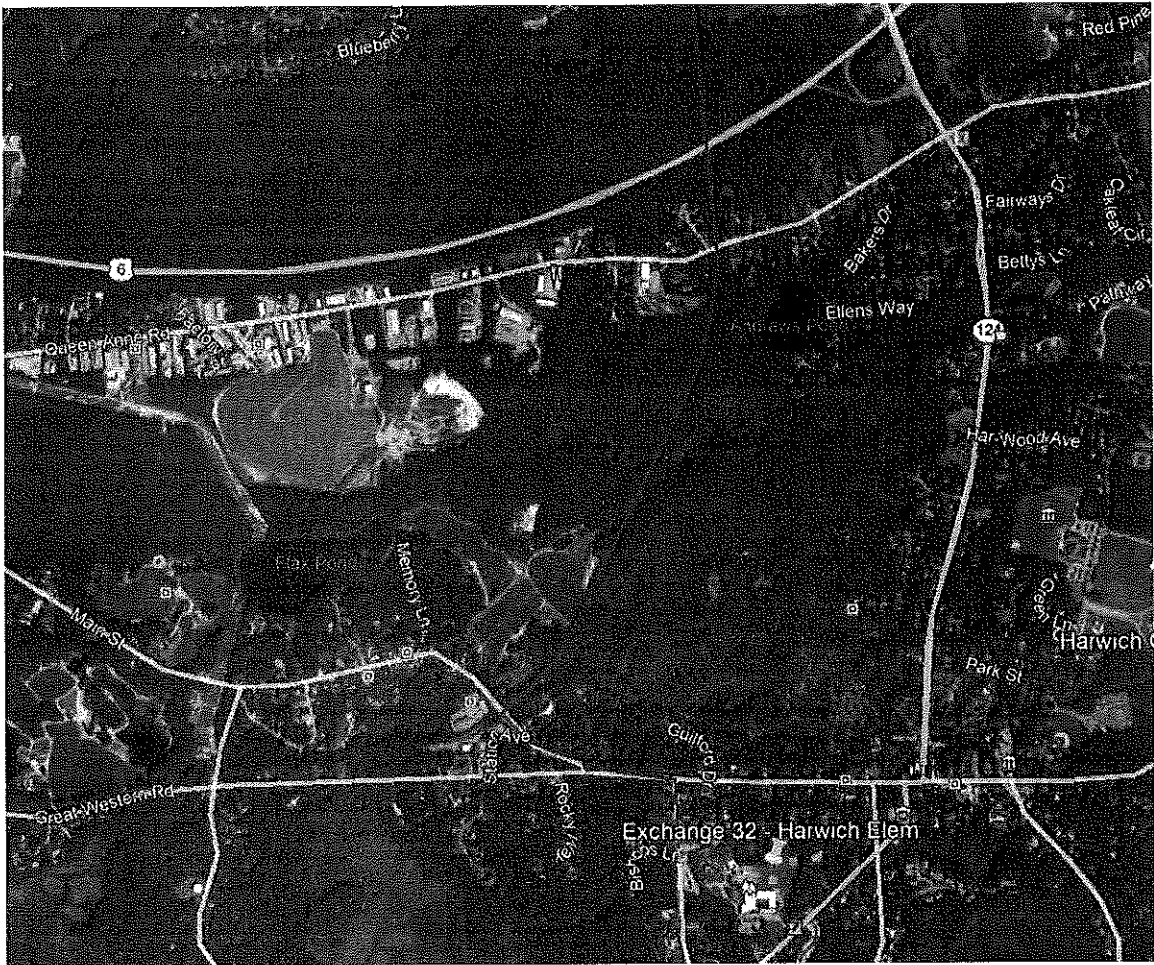


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RAGNARRELAY.COM

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RAGNAR RELAY
12 South 400 West, 2nd Floor
Salt Lake City, Utah 84101
TOLL FREE: (877) 89-RELAY
OFFICE: (801) 499-6024
FAX: (801) 499-6020
RAGNARRELAY.COM

Reebok 
RAGNAR  RELAY

Leg 33

- Participants are expected to be on leg 33 between 6:30 am and 4:00 pm Saturday, May 11th

Participant turn-by-turn directions (blue)


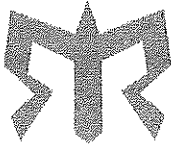
- Depart Harwich Elementary running east with traffic on Parallel St
- 0.4 Right to run on the sidewalk with traffic on Sisson Rd
- 1.7 Right to run against traffic on Main St
- 1.9 Left to run against traffic on Brooks Rd
- 2.1 Right to run against traffic on Lower County Rd
- 2.3 Left to run with traffic on Patricia Ln
- 2.5 Arrive at exchange 33, Earle Road Beach

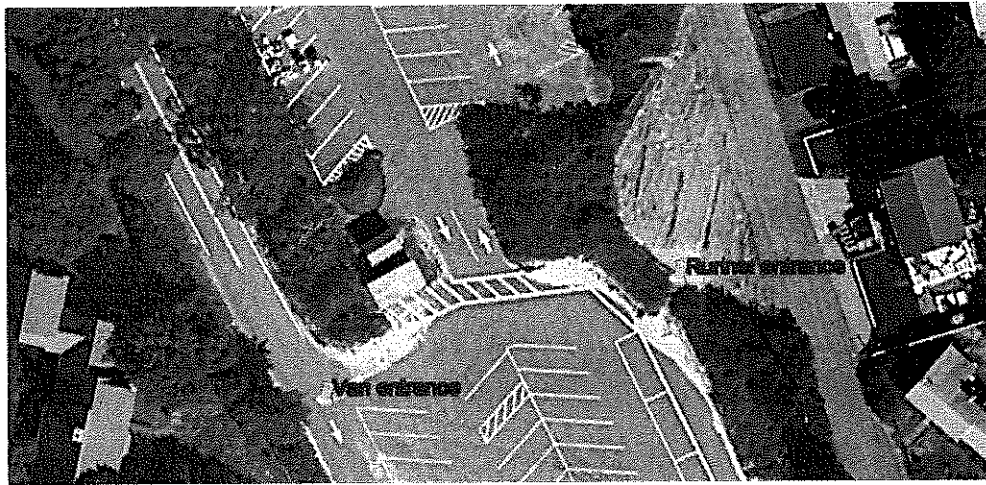
Support Vehicle turn-by-turn directions (teal)

- Depart Harwich Elementary right (south) onto Sisson Rd
- 1.0 Left onto Main Street
- 1.5 Left on Earle Rd
- 2.0 Arrive at exchange 33, Earle Road Beach



RAGNAR RELAY
12 South 400 West, 2nd Floor
Salt Lake City, Utah 84101
TOLL FREE: (877) 03-RELAY
OFFICE: (801) 489-6024
FAX: (801) 489-5029
RAGNARRELAY.COM

Reebok  **RAGNAR**  **RELAY**



RAGNAR RELAY
12 South 400 West, 2nd Floor
Salt Lake City, Utah 84101
TOLL FREE: (877) 93-RELAY
OFFICE: (801) 499-8024
FAX: (801) 499-8023
RAGNARRELAY.COM



Leg 34

- Participants are expected to be on leg 34 between 7:00 am and 4:30 pm Saturday, May 11th
- Sand Lake Recreation Area will be the exchange point 23 and 34. We anticipate the majority of runners will be through exchange 23 at Sand Lake when the first runner for exchange 34 arrives.
- Runners are with traffic the last 0.2 mile to avoid crossing vans at the exchange
- A portion of this leg crosses into the town of Dennis, then back into Harwich



Participant turn-by-turn directions (blue)

- Depart Earle Road Beach running north on Patricia Ln
- 0.2 Right to run with traffic on Lower County Rd
- 0.3 Left to run against traffic on Earle Rd
- 0.6 Left to run against traffic on Main St, crossing to run with traffic at the pedestrian walkway
- 0.9 Stay right on the sidewalk to continue on Main St
- 1.3 Right to run against traffic on N Rd
- 1.4 Left to run against traffic on Smith St
- 1.7 Right to run against traffic on Bells Neck Rd
- 2.8 Right to run with traffic on Great Western Rd (runners from leg 35 will be coming at you).
- 3.0 Arrive at exchange 34, Sand Lake Recreation Area

Support Vehicle turn-by-turn directions (teal)



- Depart Earle Road Beach heading north on Earle Rd
- 0.2 Left onto Lower County Rd
- 1.7 Right onto Depot St
- 3.9 Right onto Great Western Rd
- 4.6 Arrive at exchange 34, Sand Lake Recreation Area



Reebok  **RAGNAR**  **RELAY**



RAGNAR RELAY
 12 South 400 West, 2nd Floor
 Salt Lake City, Utah 84101
 TOLL FREE: (877) 83-RELAY
 OFFICE: (801) 469-5024
 FAX: (801) 469-5023
RAGNARRELAY.COM

Reebok 
RAGNAR  RELAY

Leg 35

- Participants are expected to be on leg 35 between 8:00 am 5:15 pm Saturday, May 11th
- Runners will exit the Town of Harwich about 1 mile into leg 35 running east on the Cape Cod Rail trail at the Dennis Town line. Support vehicles also exit at the Dennis Town line on Great Western Road.

Participant turn-by-turn directions (blue)

- Depart Sand Lake Recreation Area running west against traffic on Great Western Road (runners from leg 34 will be coming at you)
- 0.2 Left to run with traffic on Bells Neck Rd
- 0.25 Right on to the Cape Cod Rail Trail

Support Vehicle turn-by-turn directions (teal)

- Depart Sand Lake Recreation area heading east on Great Western Road



OFFICE OF THE TOWN ADMINISTRATOR

Christopher Clark, *Town Administrator*

Phone (508) 430-7513


Fax (508) 432-5039

732 MAIN STREET, HARWICH, MA



MEMO

TO: Board of Selectmen

FROM: Christopher Clark, Town Administrator 

RE: Utility Hearing March 26, 2019 – Main Street Extension

DATE: April 1, 2019

On Wednesday, March 26, 2017, a Utility Hearing was held per the request of Verizon New England and Eversource Energy. The request was to renumber one pole and place one new pole to provide service to a new development on Denwich Road. There were no abutters in attendance and hearing no objections to the work to be done, I recommend that the Board approve this petition so that they can begin work as soon as possible.

MINUTES
Utility Hearing – Underground Service
Main Street Extension
Wednesday, March 27, 2019
10:00 A.M.

Those present included: Town Administrator Christopher Clark, Tom Stanton – Verizon representative, and Sandy Robinson

Christopher Clark opened the hearing at 10:00 A.M. and read the Hearing notice. Tom Stanton, the representative from Verizon explained the work to be done, which was to renumber one pole and place one new pole to provide service to a new development on Denwich Road. There were no abutters in attendance and no issues with the work to be done. Also hearing no negative input from various town departments, Mr. Clark closed the hearing at 10:15 A.M.

Submitted by:
Sandy Robinson
Administrative Secretary

GAL ADVERTISING

**TOWN OF HARWICH
NOTICE OF PUBLIC HEARING
MARCH 26, 2019**

Pursuant to M.G.L. Ch. 166, § 22, the Town Administrator will hold a Public Hearing at **10:00 AM on Tuesday, March 26, 2019** in the Harwich Town Hall Library, 732 Main Street, Harwich, MA in reference to the following matter:

A petition by VERIZON NEW ENGLAND, and NSTAR ELECTRIC dba EVERSOURCE ELECTRIC COMPANY requesting permission to locate poles, wires, cables and fixtures, including the necessary anchors, guys and other such sustaining and protecting fixtures to be owned and used in common by our petitioners along and across the following public way or ways:

MAIN STREET EXTENSION, HARWICH

PROPOSED: Renummer one (1) jointly owned pole – from 42/26S to 697/1 and place one (1) new jointly owned pole 697/2, on the southerly side of Main Street Extension to a point approximately 30" southerly from existing pole 42/36 located on the northerly side of Main Street. The pole placements are necessary for new development on Denwich 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

The Cape Cod Chronicle
March 7, 2019



385 Myles Standish Blvd
Taunton, MA 02780

January 25, 2019

Harwich Board of Selectmen
Town Hall
732 Main Street
Harwich Center, MA 02645



Dear Board of Selectmen,

Attached is a petition for VERIZON NEW ENGLAND, INC. and NSTAR ELECTRIC COMPANY D/B/A EVERSOURCE ENERGY to renumber one jointly owned pole 24/36S to 697/1, and place one new jointly owned pole 697/2 on Main Street in the Town of Harwich, Massachusetts as shown on the attached plan.

Would you kindly consider this petition and return the executed copies.

Yours truly,

Daryl Crossman
Manager Rights of Way
(774) 409-3191 - Office
(774)409 -3930 - Fax
daryl.crossman@verizon.com - Email

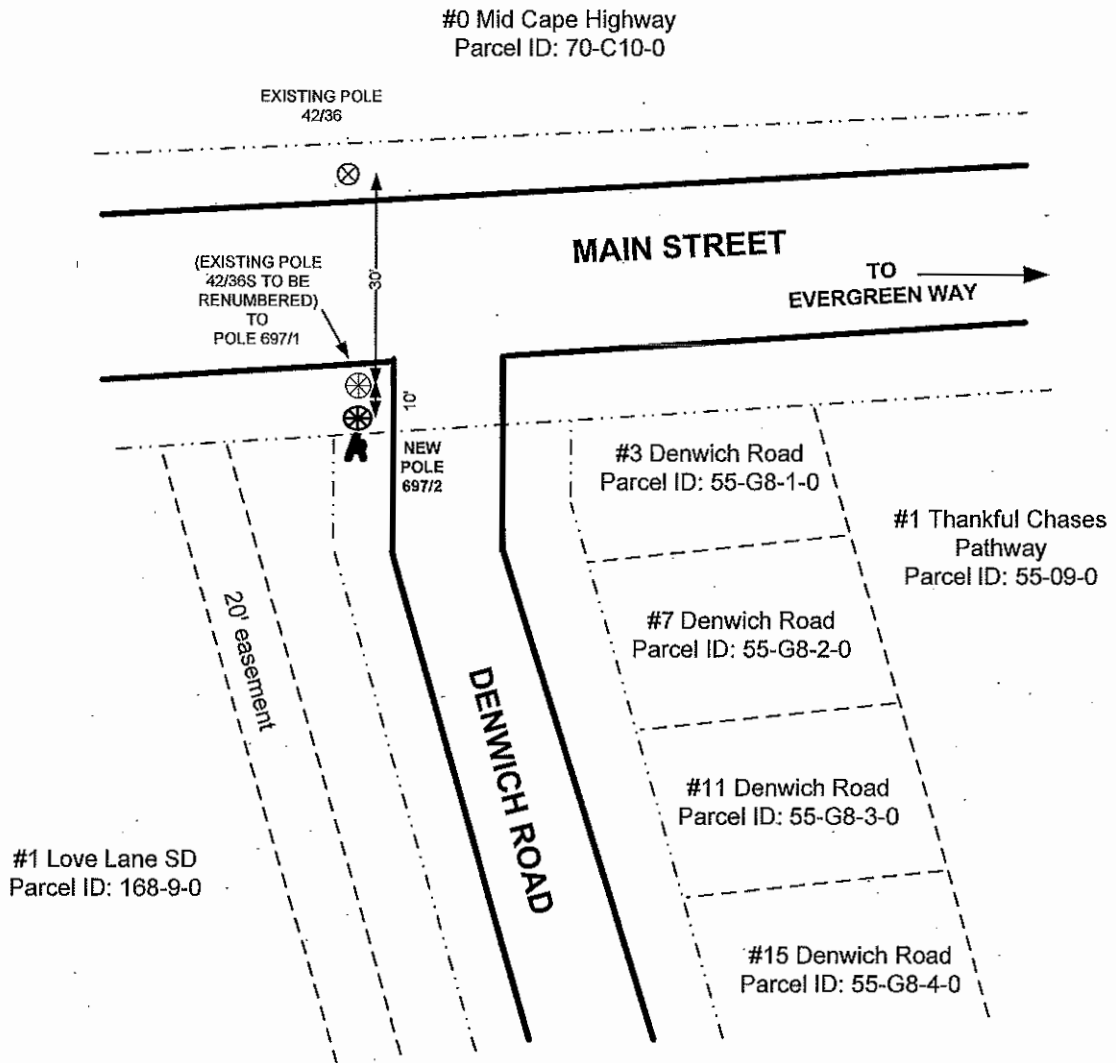
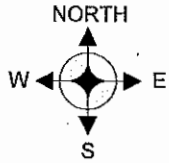


PETITION PLAN

MUNICIPALITY HARWICH VZ. N.E. INC. NO. MA2019-02

VERIZON NEW ENGLAND, INC AND
NSTAR ELECTRIC COMPANY D/B/A EVERSOURCE ENERGY DATE: JANUARY 22, 2019

SHOWING PROPOSED RENUMBER ONE POLE & PLACEMENT OF ONE NEW POLE ON MAIN STREET



NOT TO SCALE

LEGEND

- PROPERTY LINE
- EDGE OF PAVEMENT
- - - EDGE OF ROADWAY

- EXISTING JOINTLY OWNED POLE TO REMAIN
- EXISTING JOINTLY OWNED POLE TO REMOVED
- PROPOSED NEW JOINTLY OWNED POLE TO BE INSTALLED

OFFICE OF THE TOWN ADMINISTRATOR

Christopher Clark, *Town Administrator*

Phone (508) 430-7513


Fax (508) 432-5039

732 MAIN STREET, HARWICH, MA



MEMO

TO: Board of Selectmen

FROM: Christopher Clark, Town Administrator 

RE: Utility Hearing March 26, 2019

DATE: April 1, 2019

Town Administrator held a Public Hearing at 10:15 AM on Tuesday, March 26, 2019 in the Harwich Town Hall Library, 732 Main Street, Harwich, MA in reference to the following matter:

A petition by Verizon New England, and Nstar Electric Company requesting permission to relocate fourteen (14) poles: 49/1, 6, 6.5, 35.5, 36.5, 49, 52s, 70, 741, 72, 73, 74, 75, 77, 81 on Lower County Road. These pole relocations are necessary to accommodate sidewalk widening for Lower County Road that will occur during the upcoming road project.

There was only one abutter in attendance. Ms. Gayle Carroll, who resides on the corner of Wyndemere Road and Lower County Road came to inquire about how far back the pole in the front of her house would be moved. She explained that she had a hedge, some fencing and a gate that might be compromised with the moving of the pole. She also acknowledged that the hedge might be on town property. Ms. Carroll was assured by Mr. Stanton that he would go out to look at the location and that all would be done to try to have the pole moved to a location that was satisfactory to everyone.

Mr. Stanton assured Ms. Carroll that he and Tommy Ockerbloom would go out and look at her property and the placement of the pole and work to try to move the pole to a place that was acceptable to all.

There were no other abutters in attendance and hearing no objections or questions about the work to be done, I recommend that the Board approve this petition so that they can begin work as soon as possible.

MINUTES
Utility Hearing – Underground Service
Main Street Extension
Wednesday, March 27, 2019
10:00 A.M.

Those present included: Town Administrator Christopher Clark, Tom Stanton – Verizon representative, and Sandy Robinson

Christopher Clark opened the hearing at 10:15 A.M. and read the Hearing notice. Tom Stanton, the representative from Verizon explained the work to be done, which was to relocate fourteen (14) poles: 49/1, 6, 6.5, 35.5, 36.5, 49, 52s, 70, 741, 72, 73, 74, 75, 77, 81 on Lower County Road. These pole relocations are necessary to accommodate sidewalk widening for Lower County Road that will occur during the upcoming road project.

Ms. Gayle Carroll who resides on the corner of Lower County Road and Wyndemere Road came to inquire about how far back the pole (#77) in the front of her house would be moved. She explained that she had a hedge, some fencing and a gate that might be compromised with the relocation of the pole. She also acknowledged that the hedge might be on town property, but had been there for years. Mr. Stanton advised that the poles would be move approximately 2 feet, and would not be relocated onto private property.

Mr. Clark explained that in most cases the poles would be move away from the sidewalks because the current placement of the poles do not comply with ADA standards – to create clearance. Mr. Clark called Lincoln Hooper to ask him about the relocation of the poles. Mr. Hooper stated that there were two reasons for the movement of the poles. In some cases the work will require that they shift the road from one side to the other because there is not enough room on one side. Another reason is that they may need to improve sight line. Because this is not a TIP project, it allows a little more flexibility with the work that will be done.

Mr. Stanton assured Ms. Carroll that he and Tommy Ockerbloom would go out and look at her property and the placement of the pole and work to try to move the pole to a place that was acceptable to all.

There were no other abutters in attendance and no other issues with the work to be done. Also hearing no negative input from various town departments, Mr. Clark closed the hearing at 10:35 A.M.

Submitted by:
Sandy Robinson
Administrative Secretary

**TOWN OF HARWICH
NOTICE OF PUBLIC HEARING
MARCH 26, 2019**

Pursuant to M.G.L. Ch. 166, § 22, the Town Administrator will hold a Public Hearing at **10:15 AM on Tuesday, March 26, 2019** in the Harwich Town Hall Library, 732 Main Street, Harwich, MA in reference to the following matter:

A petition by VERIZON NEW ENGLAND, and NSTAR ELECTRIC dba EVERSOURCE ELECTRIC COMPANY requesting permission to locate poles, wires, cables and fixtures, including the necessary anchors, guys and other such sustaining and protecting fixtures to be owned and used in common by our petitioners along and across the following public way or ways:

LOWER COUNTY ROAD, HARWICH

PROPOSED: Relocation of fourteen (14) poles: 49/1, 6, 6.5, 35.5, 36.5, 49, 52s, 70, 741, 72, 73, 74, 75, 77, 81 on Lower County Road.

These pole relocations are necessary to accommodate sidewalk widening for Lower County 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

The Cape Cod Chronicle
March 7, 2019



385 Myles Standish Blvd
Taunton, MA 02780

February 4, 2019



Town of Harwich
Attn: Board of Selectmen
Harwich Town Hall
732 Main Street
Harwich, MA 02645

Dear Selectmen,

Attached is a petition for VERIZON NEW ENGLAND, INC. and NSTAR ELECTRIC COMPANY D/B/A EVERSOURCE ENERGY to relocate fourteen (14) jointly owned poles on Lower County Road in the Town of Harwich, Massachusetts as shown on the attached plan.

Would you kindly consider this petition and return the executed copies.

Yours truly,

Daryl Crossman
Manager Rights of Way
(774) 409-3191 - Office
(774) 409 -3930 – Fax
daryl.crossman@verizon.com - Email

PETITION FOR JOINT OR IDENTICAL POLE LOCATIONS

February 4, 2019

To the Selectmen

in **HARWICH**, Massachusetts

VERIZON NEW ENGLAND INC. and NSTAR ELECTRIC COMPANY D/B/A EVERSOURCE ENERGY request permission to locate poles, wires, cables and fixtures including the necessary anchors, guys and other such sustaining and protecting fixtures to be owned and used in common by your petitioners, along and across the following public way or ways:

Lower County Road:

Relocation of Fourteen (14) poles: 49/1, 6, 6.5, 35.5, 36.5, 49, 52S, 70, 71, 72, 74, 75, 77 & 81 on Lower County Road.

These pole relocations are necessary to accommodate sidewalk widening for Lower County Road.

Wherefore they pray that after due notice and hearing as provided by law, they be granted joint or identical locations for and permission to erect and maintain poles, wires and cables, together with anchors, guys and other such sustaining and protecting fixtures as they may find necessary, said poles to be erected substantially in accordance with the plan filed herewith marked-VZ N.E. Inc. Plan No. **MA2018-26**
Dated **September 10, 2018.**

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

Your petitioners agree that space shall be reserved and maintained for the limited purpose of attaching one-way low voltage fire and police signaling wires owned by the municipality or governmental entity for public safety purposes only.

VERIZON NEW ENGLAND INC.

By 
Daryl Crossman - Manager - Rights of Way

Dated this 4 day of FEB, 2019.

NSTAR ELECTRIC COMPANY D/B/A EVERSOURCE ENERGY

By 
Right of Way Representative

Dated this 8th day of February, 2019.



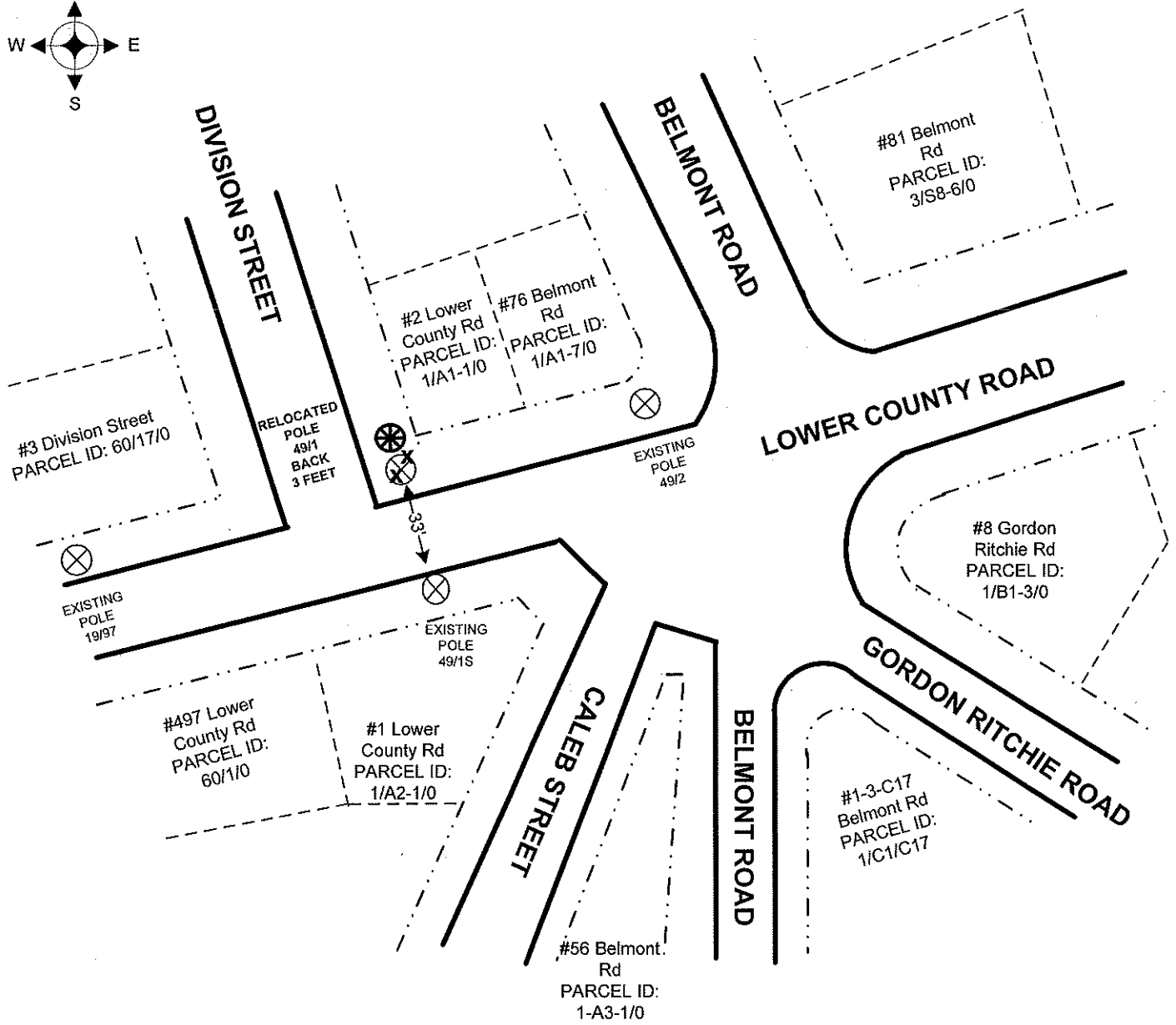
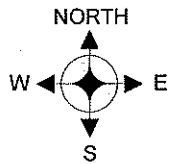
PETITION PLAN

MUNICIPALITY HARWICH VZ. N.E. INC. NO. MA2018-26

VERIZON NEW ENGLAND, INC AND
NSTAR ELECTRIC COMPANY D/B/A EVERSORE ENERGY DATE: SEPTEMBER 10, 2018

SHOWING PROPOSED RELOCATION OF POLES ON LOWER COUNTY ROAD

PLAN 1 OF 7



NOT TO SCALE

LEGEND

- PROPERTY LINE
- EDGE OF PAVEMENT
- - - - - EDGE OF ROADWAY

- EXISTING JOINTLY OWNED POLE TO BE REMOVED
- EXISTING JOINTLY OWNED POLE TO REMAIN
- PROPOSED NEW JOINTLY OWNED POLE TO BE INSTALLED

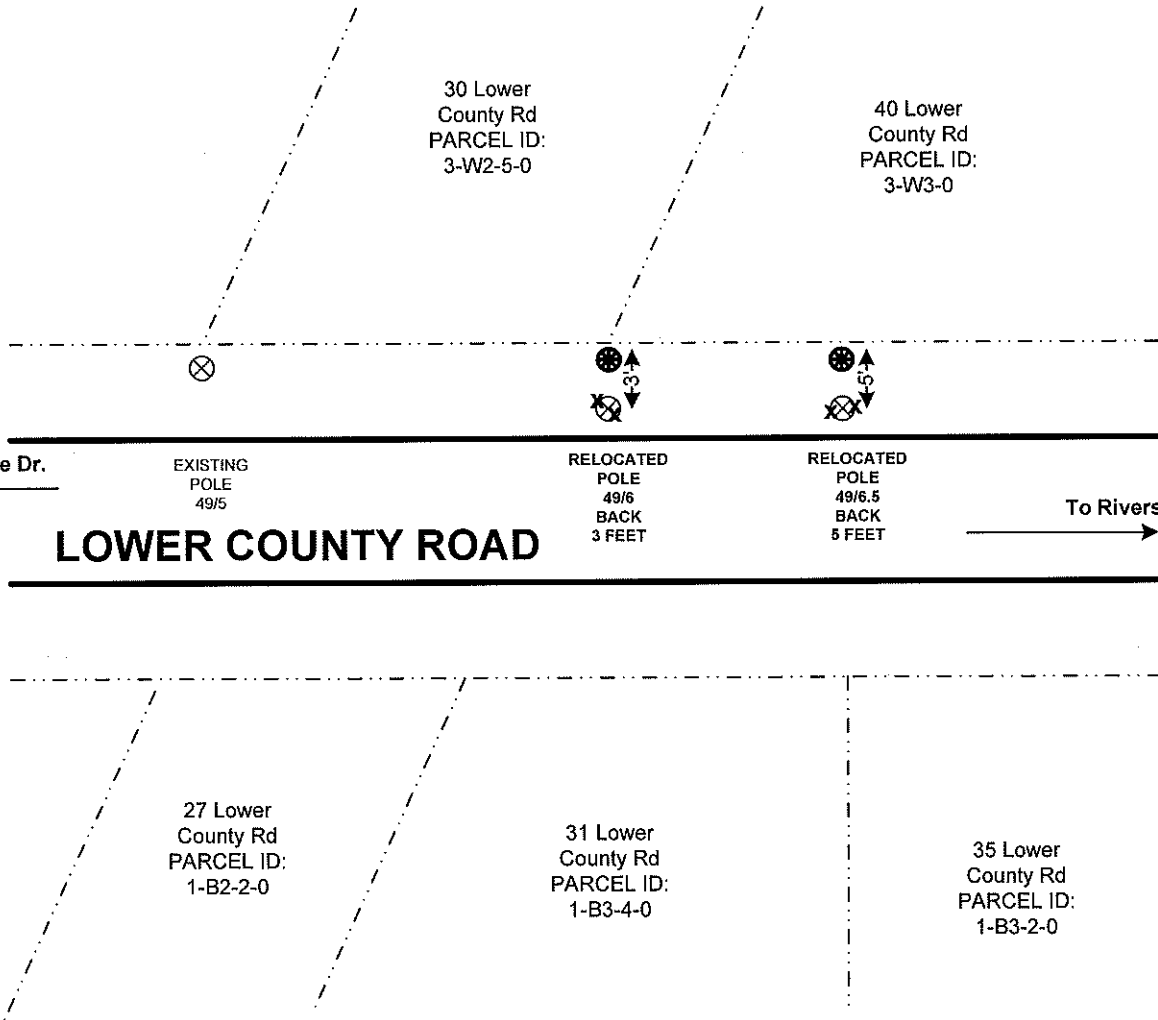
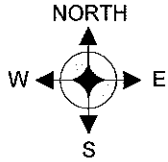


PETITION PLAN

MUNICIPALITY HARWICH VZ. N.E. INC. NO. MA2018-26
VERIZON NEW ENGLAND, INC AND
NSTAR ELECTRIC COMPANY D/B/A EVERSOURCE ENERGY DATE : SEPTEMBER 10, 2018

SHOWING PROPOSED RELOCATION OF POLES ON LOWER COUNTY ROAD

PLAN 2 OF 7



NOT TO SCALE

LEGEND

- PROPERTY LINE
- EDGE OF PAVEMENT
- - - EDGE OF ROADWAY
- ⊗ EXISTING JOINTLY OWNED POLE TO REMAIN
- ⊗ EXISTING POLE TO BE REMOVED
- ⊗ PROPOSED NEW JOINTLY OWNED POLE TO BE INSTALLED



PETITION PLAN

HARWICH

MA2018-26

VERIZON NEW ENGLAND, INC AND
NSTAR ELECTRIC COMPANY D/B/A EVERSORE ENERGY

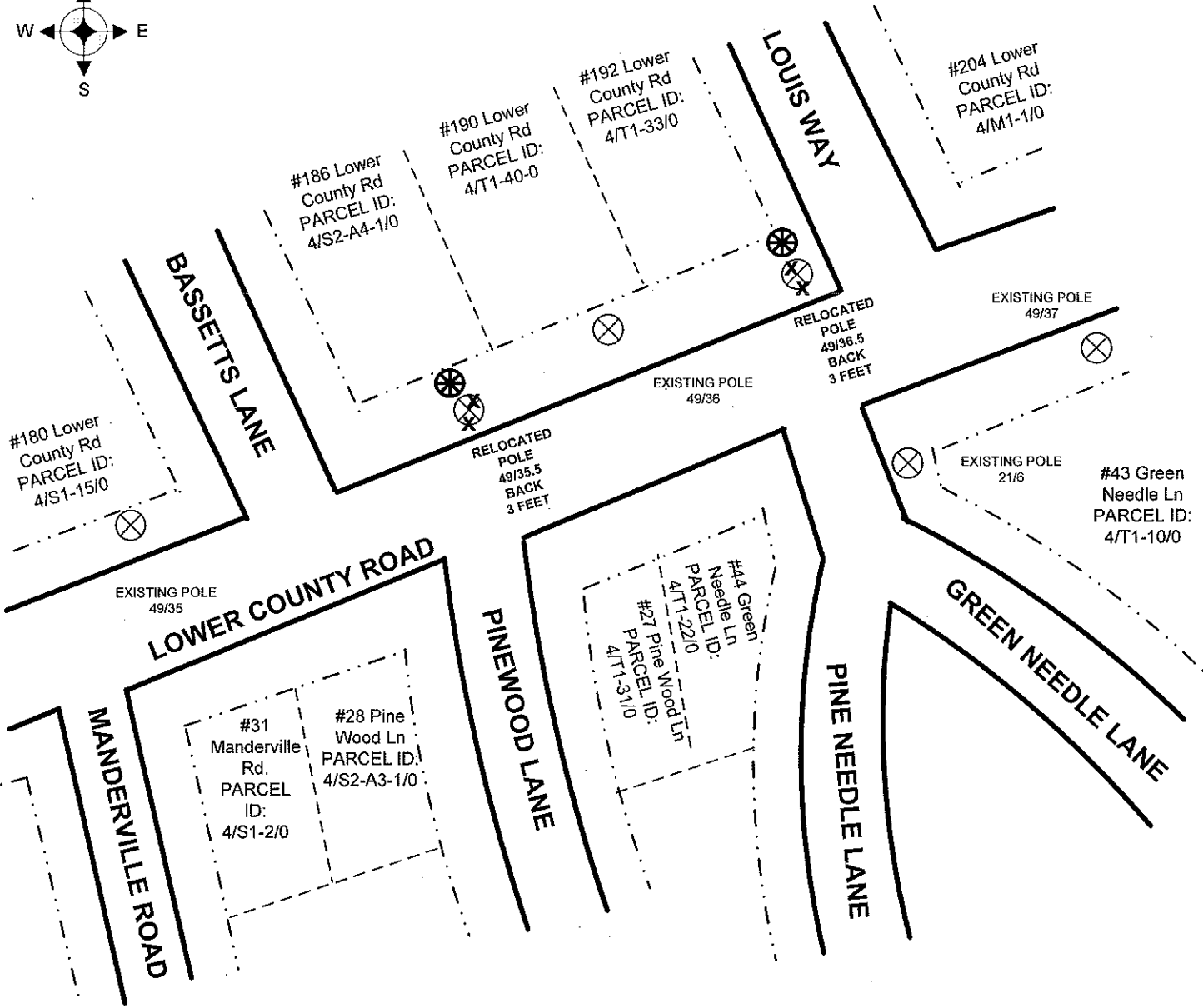
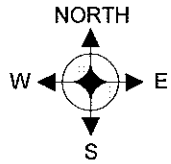
VZ. N.E. INC. NO.

SEPTEMBER 10, 2018

DATE :

PROPOSED RELOCATION OF POLES ON LOWER COUNTY ROAD

PLAN 3 OF 7



NOT TO SCALE

	PROPERTY LINE	LEGEND		EXISTING JOINTLY OWNED POLE TO BE REMOVED
	EDGE OF PAVEMENT			EXISTING JOINTLY OWNED POLE TO REMAIN
	EDGE OF ROADWAY			PROPOSED NEW JOINTLY OWNED POLE TO BE INSTALLED



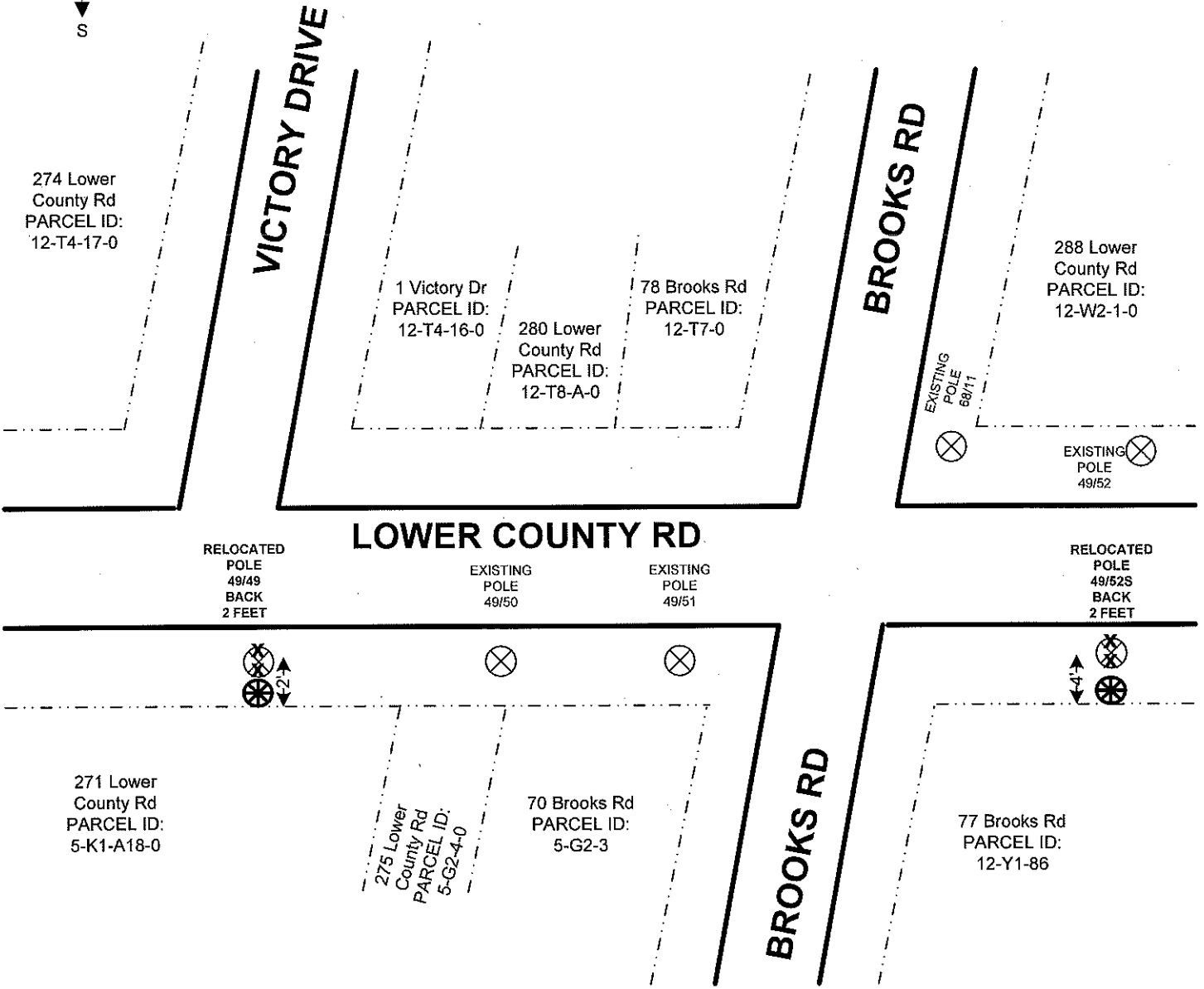
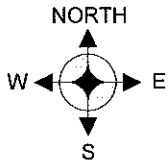
PETITION PLAN

MUNICIPALITY HARWICH VZ. N.E. INC. NO. MA2018-26

VERIZON NEW ENGLAND, INC AND
NSTAR ELECTRIC COMPANY D/B/A EVERSORE ENERGY DATE : SEPTEMBER 10, 2018

SHOWING PROPOSED RELOCATION OF POLES ON LOWER COUNTY ROAD

PLAN 4 OF 7



NOT TO SCALE

LEGEND

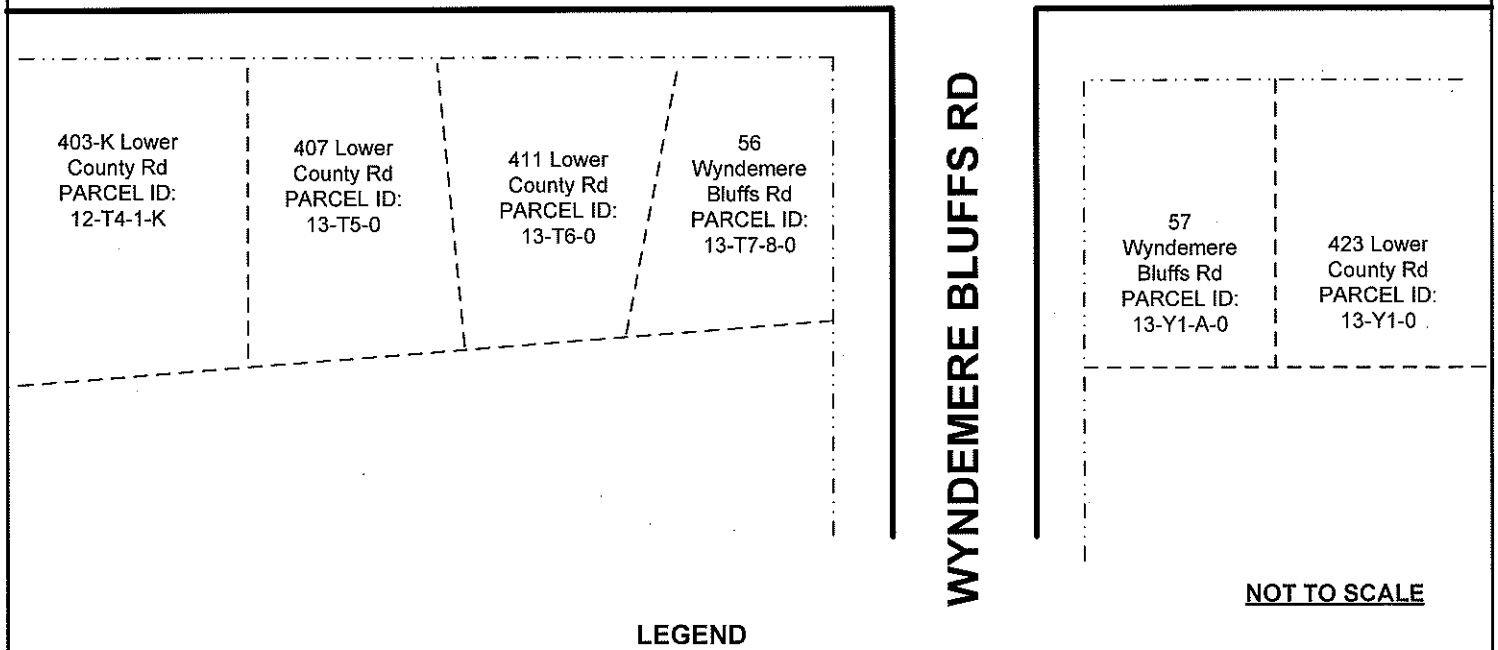
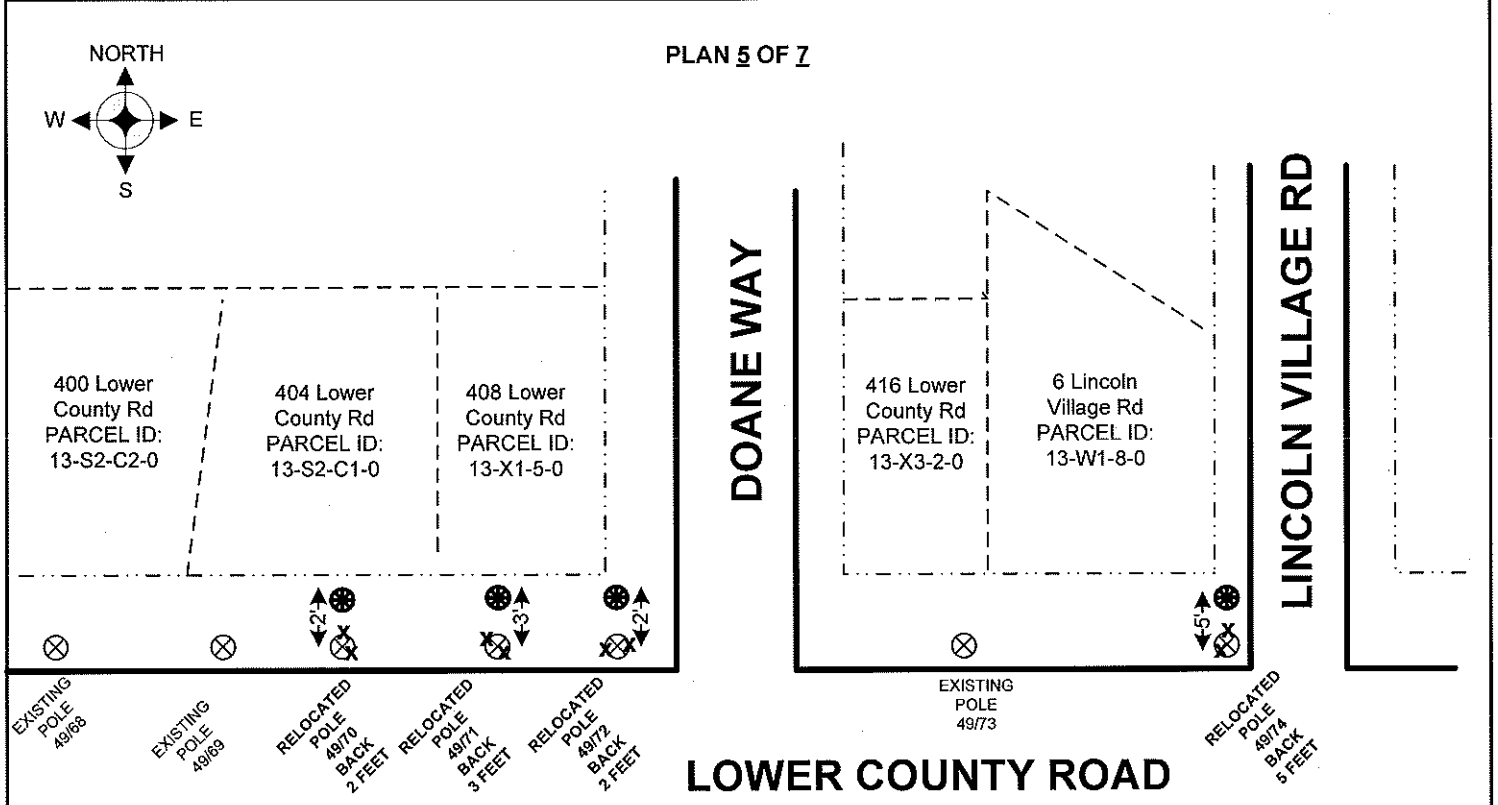
- PROPERTY LINE
- EDGE OF PAVEMENT
- EDGE OF ROADWAY
- EXISTING POLE TO BE REMOVED
- EXISTING POLE
- PROPOSED NEW JOINTLY OWNED POLE TO BE INSTALLED



PETITION PLAN

MUNICIPALITY HARWICH VZ. N.E. INC. NO. MA2018-26
VERIZON NEW ENGLAND, INC AND
NSTAR ELECTRIC COMPANY D/B/A EVERSORE ENERGY DATE : SEPTEMBER 10, 2018

SHOWING PROPOSED RELOCATION OF POLES ON LOWER COUNTY ROAD

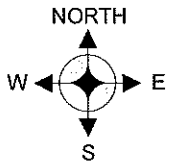




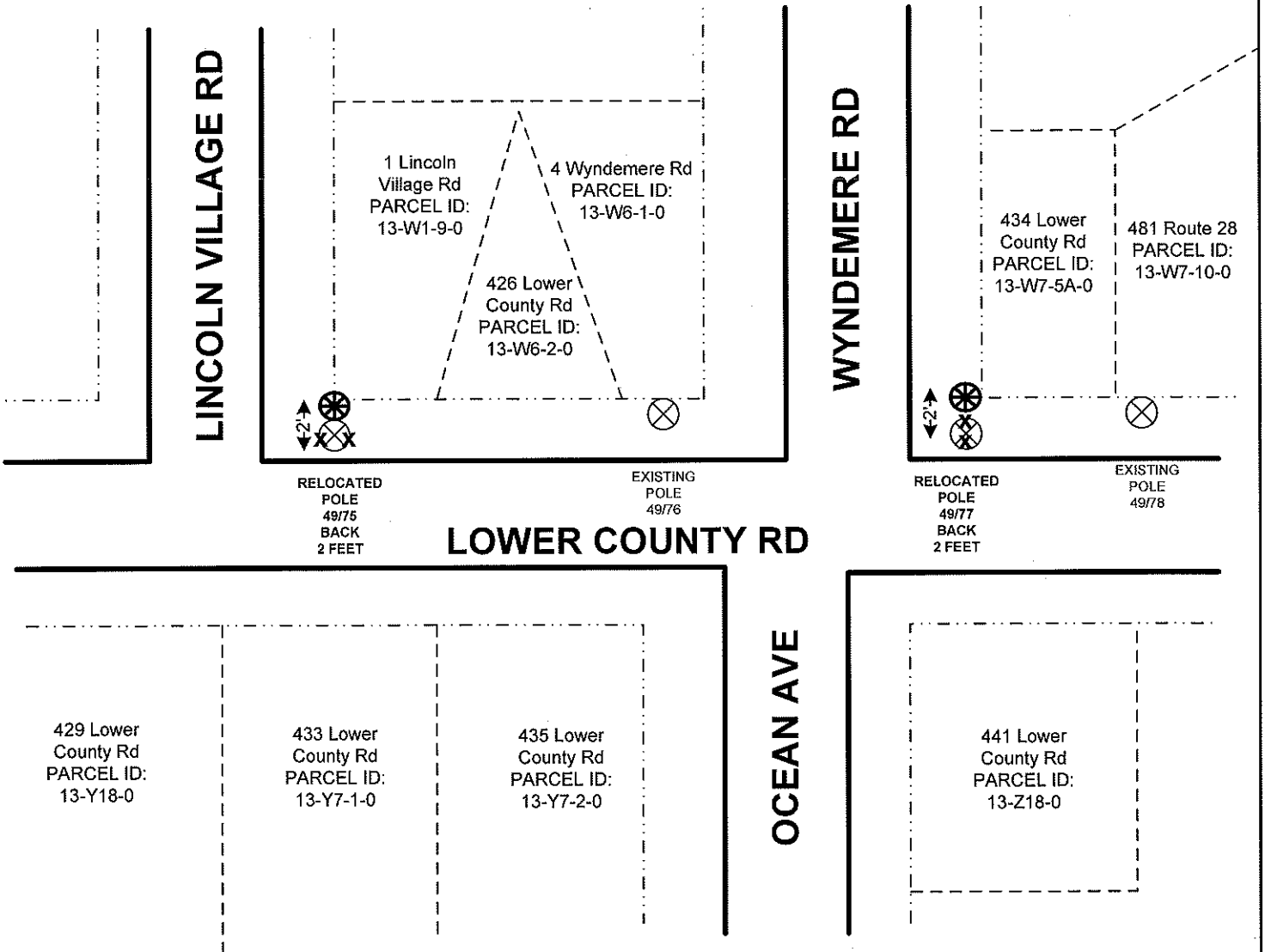
PETITION PLAN

MUNICIPALITY HARWICH VZ. N.E. INC. NO. MA2018-26
VERIZON NEW ENGLAND, INC AND
NSTAR ELECTRIC COMPANY D/B/A EVERSORE ENERGY DATE : SEPTEMBER 10, 2018

SHOWING PROPOSED RELOCATION OF POLES ON LOWER COUNTY ROAD



PLAN 6 OF 7



LOWER COUNTY RD

NOT TO SCALE

LEGEND

- PROPERTY LINE
- EDGE OF PAVEMENT
- EDGE OF ROADWAY
- EXISTING POLE TO BE REMOVED
- EXISTING POLE TO BE REMOVED
- PROPOSED NEW JOINTLY OWNED POLE TO BE INSTALLED

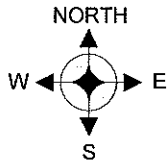


PETITION PLAN

MUNICIPALITY HARWICH VZ. N.E. INC. NO. MA2018-26

VERIZON NEW ENGLAND, INC AND
NSTAR ELECTRIC COMPANY D/B/A EVERSORE ENERGY DATE : SEPTEMBER 10, 2018

SHOWING PROPOSED RELOCATION OF POLES ON LOWER COUNTY ROAD



PLAN 7 OF 7

491 Rte 28
PARCEL ID:
13-W8-0

0 Lower
County Rd
PARCEL ID:
14-R8-0

PINE ST



LOWER COUNTY RD

455 Lower
County Rd
PARCEL ID:
13-Z8-0

457 Lower
County Rd
PARCEL ID:
13-Z9-0

PINE ST

461 Lower
County Rd
PARCEL ID:
14-Q1-0

NOT TO SCALE

LEGEND

- PROPERTY LINE
- EDGE OF PAVEMENT
- EDGE OF ROADWAY

- EXISTING POLE TO BE REMOVED
- EXISTING JOINTLY OWNED POLE TO REMAIN
- PROPOSED NEW JOINTLY OWNED POLE TO BE INSTALLED

Sandy Robinson

From: MARK KELLEHER <kellehermj@comcast.net>
Sent: Wednesday, February 13, 2019 3:52 PM
To: Sandy Robinson
Subject: kelp expansion

Sandy:

I would like to be on the agenda of the next selectman's meeting to talk about the expansion of the experimental kelp farm I have off of Herring River.

I have spoken to John Rendon and Heinz Proft about this and they would like guidance from the selectman since it is going from experimental to a business. I am proposing a five (5) acre site.

At the meeting I could make a general presentation and obtain questions from the selectman and follow up with a meeting with a powerpoint with pictures and answers to the questions the selectman have.

Please advise. I realize that I am too late for the next weeks meeting.

Sincerely,

Mark Kelleher

Kelpeher Farms

Aquaculture in Harwich



TO: Board of Selectmen
Harwich, Ma

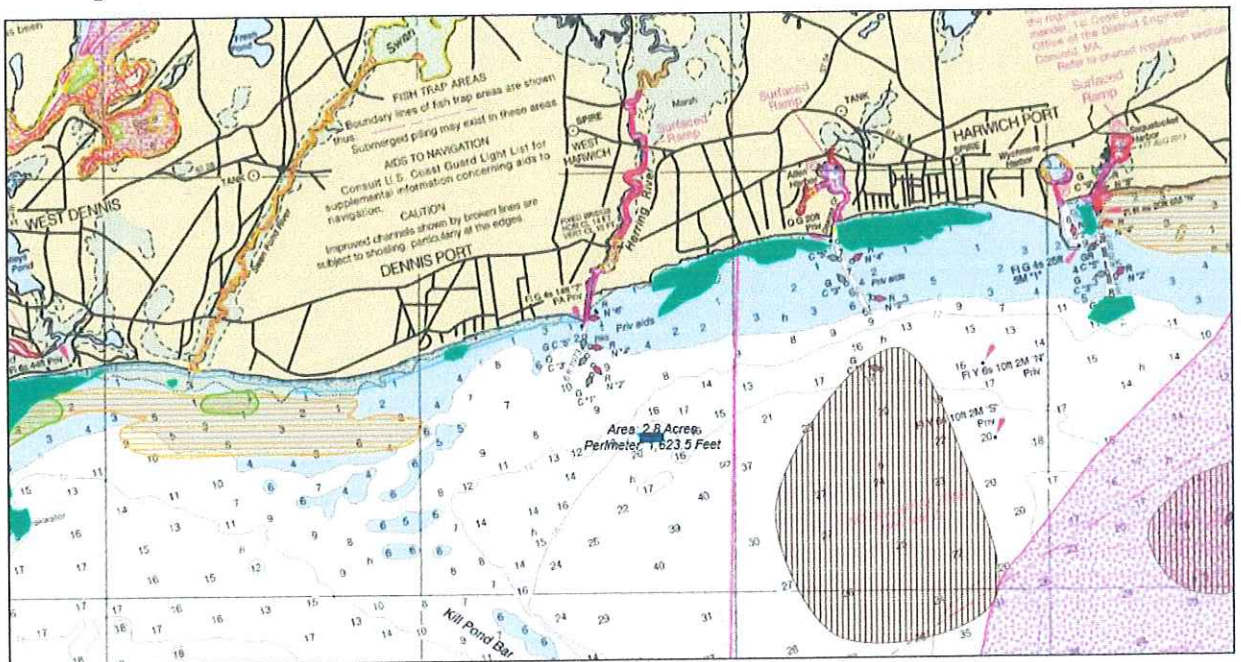
FROM: Mark Kelleher
Kelpheher Farms
22 Gordon Ritchie Rd.
West Harwich, Ma. 02671
508.353.1161

Kelpheher Farms is proposing to expand the existing <1 acre kelp farm site to an approximate size of 2.5 acres. The build out will be completed incrementally. For the 2019-2020 season I plan to install up to four (4) 500 ft long lines with sugar kelp. At build out, there would be 8-10 lines. See attached map for the location. The existing array is within the proposed boundaries.

Background Information: Existing permit)

- Permitted by Division of Marine Fisheries, Army Corps of Engineers, Ma. DEP
- Reviewed by Harbormaster, Waterways Commission, Conservation Commission, Indian and tribal, historical artifacts commissions.
- Harwich has 5600 acres within 3 mile limit
- Weir and conch fisheries also use area
- Town aquaculture regs would reduce permitting process

Site Map:



moored at each end and in the middle of their run. The long lines are suspended seven feet below the surface utilizing a series of buoys tied into weights to maintain this depth. A long, narrow farm design reduces the amount of material required, simplifies construction, and speeds seeding and harvest time. Narrower farms will have higher yield for a given amount of long line, most likely due to improved nutrient availability for the kelp in the center of the farm. An important consideration in farm design is the separation distance between the parallel long lines. While closely spaced long lines will allow for more long line for a given farm size, the issues of crossed long lines due to wave action and current and nutrient deficiency due to proximity should be considered in spacing decisions.

. Operational plan (Deployment dates, species, harvest dates and methods)

Deployment date will be October 1 to November 15. Anchors, mooring buoys and navigation markers will be deployed in early October to mid November.. Horizontal longlines will be deployed 3-5 days before seeding- at first available weather window. Kelp out- planting will occur upon availability from the hatchery; between mid-October and mid-November.

It is anticipated that for year 2019-2020 that deployment would consist of up to four (4) 500 ft. longlines. Anchoring system will be either/or helix anchors, 2-180 /360 lb.concrete anchors or 350 lb solid steel rail wheels at each end and midpoint. Anchoring will also utilize existing concrete anchors deployed at the site now.

Cut sheets and photos of proposed anchors are attached.

The site will be monitored bi-weekly from October thru May, unless site visits are postponed by inclement weather.

Harvest Date: April 15 to May 15 with all horizontal lines removed when harvest is complete.

Harvest Method: The kelp will be harvested by lifting the long line to the surface and cutting the kelp at the intersection of the hold fast and the stipe, stripping the kelp from the line. Equipment for harvesting will be either 20 ft boat owned by Kelpheer or, in the case of large harvests, a barge owned by local contractors.

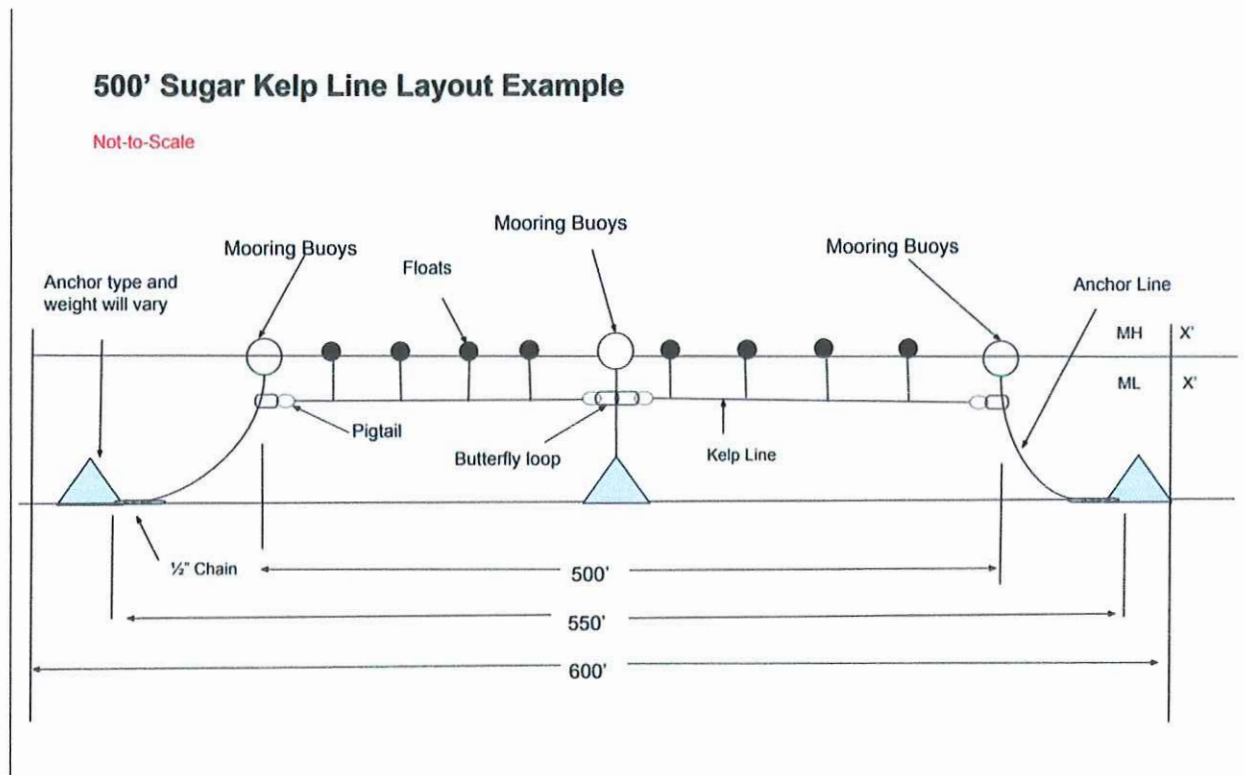
Location coordinates: Location is: 41.646, 70.110

41.646, 70.108

41.645, 70.110

41.645, 70.107

Structures:



System Construction • There are many ways to design a kelp farm. In some countries the farm consists of vertical ropes suspended from a buoy/long line system. In others, it consists of submerged parallel long lines. The designs reflect the farm environment, the technology available for seeding and harvesting, and the need to fit into the existing use and regulatory environment. This design consists of parallel long lines suspended below the surface and

The area of the plot is approximately 2.5 acres. . The dimensions are 680 ft by 280 ft.

ANCHORS:

Railroad cars wheels



OFFICE OF THE TOWN ADMINISTRATOR

Phone (508) 430-7513

Fax (508) 432-5039

Christopher Clark, *Town Administrator*

732 MAIN STREET, HARWICH, MA



March 28, 2019

Cassandra Gascon Bligh, Program Coordinator
Transportation Planner and Safe Routes to School
Office of Transportation Planning
Massachusetts Department of Transportation
10 Park Plaza - Suite 4150
Boston, MA 02116

Dear Ms. Bligh:

I, Christopher Clark, Town Administrator for the Town of Harwich wholeheartedly endorse the Monomoy Regional School District's Safe Routes to Schools Grant application on behalf of Harwich Elementary School located on South Street. The grant application focuses on improvements to an existing but inadequate sidewalk network around the Harwich Elementary School. The existing routes are on Main Street which connects our Harwich Center area, South Street in which the school itself is located and Sisson Road which is also known as state Route 39. This area connects the elementary school to the Harwich Center area which includes Town Hall, the town's public library, several recreational assets, connection to the rail trail, public safety facilities and various restaurants and other businesses.

My role as Town Administrator leads me to be concerned primarily for the safety of schoolchildren and other pedestrians who currently utilize an aged and incomplete sidewalk network. The current network in many areas have sidewalks that are only 3 feet wide made of various materials with virtually no updated Americans with disability act features. This condition leads to concerns when mixed with the intersection of two state numbered routes route 124 and route 39. The mixing of numerous vehicles with school-age children and pedestrians walking along sidewalk networks that are inadequate are of great concern.

The state support for the town to undergo a significant upgrade to the sidewalk network by allowing for Americans with disability act transitions at crosswalks and sidewalks, as well as the widening of the sidewalk network to 5 feet in lieu of the current 3 foot areas will allow for snow clearing operations to be significantly more effective. The grant will also facilitate children who may require wheelchair or other device assistance who may not currently feel comfortable trying to traverse this route to now consider it more so.

Our elementary school is part of the Harwich Center area and allowing for parents, students, teachers and visitors to be able to walk through this corridor with a greater peace of mind and to strongly encourage making the Harwich Center area a more walkable place. This initiative will also facilitate intermodal elements by allowing the greater use of the rail trail which receives heavy bicycle traffic to also have greater connection to the school.

Harwich elementary is one of the most heavily populated schools on Cape Cod which makes it a far greater generator of both vehicular and pedestrian traffic. I welcome and encourage state support for this important grant opportunity.

Sincerely,

Christopher Clark
Town Administrator

**TOWN OF HARWICH
FIVE YEAR ROAD MAINTENANCE PLAN
FY20-FY24**

FY20	\$1,743,458.00
FY21	\$1,477,406.24
FY22	\$1,406,997.40
FY23	\$1,373,607.50
FY24	\$1,411,713.80

FIVE YEAR TOTAL \$7,413,182.94

FY20 ROAD MAINTENANCE PLAN

PAVING			\$1,021,157.90
	GREAT WESTERN ROAD	\$	781,463.90
	MAIN STREET	\$	239,694.00
SECONDARY ROAD MAINTENANCE			\$266,300.10
	36 ROADS		
DEPOT ROAD DRAINAGE			\$231,000.00
	30 SYSTEMS X \$7,700		
MISCELLANEOUS DRAINAGE			\$100,000.00
CRACKSEAL VARIOUS ROADS			\$50,000.00
PAVEMENT MARKING MAINTENANCE			\$75,000.00
	FY20 TOTAL		\$1,743,458.00

FY21 ROAD MAINTENANCE PLAN

PAVING		\$876,837.80
10 ROADS		
OAK STREET	\$67,782.60	
KELDAN WAY	\$40,161.20	
OLD PINE DRIVE	\$44,499.80	
OLD IVY DRIVE	\$26,801.00	
COTTONWOOD RD	\$245,734.80	
BUTTONWOOD RD	\$123,004.00	
ASPEN ROAD	\$30,801.40	
CEDARDALE ROAD	\$98,986.00	
LAKEWOOD DRIVE	\$175,807.50	
LITTLE WAY	\$23,259.50	
SECONDARY ROAD MAINTENANCE		\$225,568.44
22 ROADS		
MISCELLANEOUS DRAINAGE		\$100,000.00
CRACKSEAL VARIOUS ROADS		\$100,000.00
PAVEMENT MARKING MAINTENANCE		\$75,000.00
ROUTE 28 TIP PROJECT		\$100,000.00
	FY21 TOTAL	\$1,477,406.24

FY22 ROAD MAINTENANCE PLAN

PAVING		\$920,549.80
13 ROADS		
ARROWHEAD DRIVE	\$ 69,939.00	
INDIAN TRAIL	\$ 104,890.50	
PERIWINKLE WAY	\$ 84,709.20	
MARLIN ROAD	\$ 61,805.20	
SEAHORSE ROAD	\$ 89,047.20	
QUAKER LANE	\$ 80,603.10	
SANDPIPER ROAD	\$ 98,599.90	
SADDLE ROAD	\$ 49,223.90	
PACKET WAY	\$ 22,349.00	
FLAGSHIP LANE	\$ 25,181.30	
WINDSWEPT WAY	\$ 22,864.50	
GULL WAY	\$ 42,313.80	
SOUTH STREET	\$ 169,023.20	
SECONDARY ROAD MAINTENANCE		\$211,447.60
18 ROADS		
MISCELLANEOUS DRAINAGE		\$100,000.00
CRACKSEAL VARIOUS ROADS		\$100,000.00
PAVEMENT MARKING MAINTENANCE		\$75,000.00
	FY22 TOTAL	\$1,406,997.40

FY23 ROAD MAINTENANCE PLAN

PAVING			\$809,744.80
5 ROADS			
PLEASANT LAKE AVENUE	\$	326,039.00	
SMITH STREET	\$	149,432.50	
BELLS NECK ROAD	\$	138,233.20	
NORTH ROAD	\$	107,185.50	
MANSION STREET	\$	88,854.60	
SECONDARY ROAD MAINTENANCE			\$288,862.70
41 ROADS			
MISCELLANEOUS DRAINAGE			\$100,000.00
CRACKSEAL VARIOUS ROADS			\$100,000.00
PAVEMENT MARKING MAINTENANCE			\$75,000.00
		FY23 TOTAL	\$1,373,607.50

FY24 ROAD MAINTENANCE PLAN

PAVING		\$1,136,713.80
10 ROADS		
WILLOW STREET	\$	176,242.30
KELLEY ROAD	\$	138,930.90
ELINOR LANE	\$	105,914.80
BAYPORT ROAD	\$	89,597.30
JOE LINCOLN ROAD	\$	70,797.60
TRUMET ROAD	\$	51,943.50
HARNISS ROAD	\$	50,905.40
OSTABLE ROAD	\$	34,460.00
OLIVER SNOW ROAD	\$	287,440.00
OAK STREET EXTENSION	\$	130,482.00
MISCELLANEOUS DRAINAGE		\$100,000.00
CRACKSEAL VARIOUS ROADS		\$100,000.00
PAVEMENT MARKING MAINTENANCE		\$75,000.00
	FY24 TOTAL	\$1,411,713.80

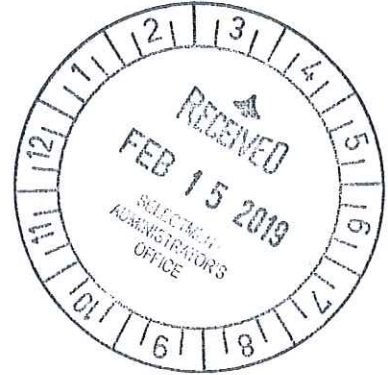
Robert D. Fratus, Jr.

74 Hawksnest Road
Harwich MA 02645

Cell Phone (508) 958-1424
Fax (508) 430-8265
E-Mail bob.fratus@verizon.net

January 14, 2019

Attn: Julie Kavanagh, Chair
Harwich Board of Selectmen
732 Main Street
Harwich Center, MA 02645
508-430-7514



Re: Hawksnest Road

Dear Members of the Board of Selectmen,

I have been working on improving Hawksnest Road to meet with the Minimum Requirements of Access. The road has been widened. I am now wondering if the Town would I would install a layer of T-base (ground up asphalt). The Town is now getting large quantities of T-Base from all of the utility work on Town roads. I asked the gentleman that is running those construction jobs if I could get some of the T-base but he said he is required to give it to the Town.

I believe you could direct him to deliver it to Hawksnest Road and the Town could spread it when they come out to grade the road. I believe they have been doing that in small amounts in the old section but not the newly widened section.

If something like this is acceptable, I could meet with the Town personnel and show them where the bound stakes are located.

Thank you for your time on this matter.

Sincerely,

A handwritten signature in blue ink, appearing to read "Bob Fratus Jr".

Robert D. Fratus, Jr.

Hawksnest Road Expenses

<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Paid Amount</u>	
Material - Fill				
Check	12/08/2016	549 Cape Sand & Recycling	189.20	
Check	12/09/2016	550 Cape Sand & Recycling	1191.95	
Check	12/10/2016	551 Cape Sand & Recycling	1326.19	
Check	12/12/2016	553 Cape Sand & Recycling	1857.93	
Check	12/13/2016	554 Cape Sand & Recycling	208.07	
Check	12/13/2016	555 Cape Sand & Recycling	2028.97	
Check	12/15/2016	556 Cape Sand & Recycling	430.32	
Check	04/24/2017	568 Cape Sand & Recycling	195.94	
Check	05/12/2017	570 Cape Sand & Recycling	575.31	
Check	05/12/2017	571 Cape Sand & Recycling	255.50	
Check	01/31/2018	641 Cape Sand & Recycling	3,884.59	
Check	02/12/2018	644 Cape Sand & Recycling	3,978.46	
Total Materials - Fill			9,717.39	\$9,717.39
Excavation				
Check	12/21/2005	7971 Tyler Brown	\$230.00	
Check	1/27/2006	7992 Tyler Brown	\$580.00	
Check	2/2/2006	8001 Tyler Brown	\$680.00	
Check	2/9/2006	8004 Tyler Brown	\$680.00	
Check	2/17/2006	8007 Tyler Brown	\$578.00	
Check	3/1/2006	8020 Tyler Brown	\$714.00	
Check	3/3/2006	8026 Tyler Brown	\$544.00	
Check	3/10/2006	8037 Tyler Brown	\$308.00	
Check	7/22/2006	8186 Tyler Brown	\$750.00	
Check	8/3/2006	8201 Tyler Brown	\$300.00	
Check	01/08/2015	438 Sean Smith	1,206.50	
Check	01/20/2015	439 Sean Smith	2,060.00	
Check	04/02/2015	444 Sean Smith	1,240.00	

Hawksnest Road Expenses

Check	04/02/2015	444 Sean Smith	300.00	
Check	12/22/2016	557 Sean Smith	4,505.00	
Check	12/27/2016	558 Brian Barrows	3,000.00	
Check	01/31/2017	561 Brian Barrows	4,000.00	
Total Excavation			<u>21,675.50</u>	\$21,675.50

Landscaping / seeding

Check	04/26/2018	647 Craig Brown	688.00	688.00
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Surveying

Check	05/20/2003	1038 Jim Moore	1,000.00
Check	08/06/2003	1046 Jim Moore	2,975.00
Check	01/08/2004	7139 Jim Moore	240.00
Check	09/04/2009	8916 Richard J Hood, PLS	153.25
General	12/31/2011	11-P&H#6 R.J. Hood & Son, Inc.	2,265.00
General	12/31/2011	11-P&H#6 R.J. Hood & Son, Inc.	1,132.50
Check	02/19/2013	382 Richard J Hood, PLS	3,000.00
Check	03/04/2013	388 Richard J Hood, PLS	1,331.20
Check	05/06/2013	10171 Richard J Hood, PLS	237.50
Check	05/06/2013	10171 Richard J Hood, PLS	475.00
Check	08/27/2013	10199 Richard J Hood, PLS	380.00
Check	08/27/2013	10199 Richard J Hood, PLS	760.00
Check	05/19/2014	10271 Richard J Hood, PLS	1,500.00
Check	05/19/2014	10271 Richard J Hood, PLS	475.00
Check	11/10/2015	10397 Richard J Hood, PLS	1,620.00
Check	11/10/2015	10397 Richard J Hood, PLS	1,890.00
Check	01/06/2016	10407 Richard J Hood, PLS	975.00
Check	06/27/2016	10454 Richard J Hood, PLS	420.00
Check	06/27/2016	10454 Richard J Hood, PLS	285.00
Check	09/08/2016	10481 Richard J Hood, PLS	367.50
Check	09/16/2017	631 Richard J Hood, PLS	1,125.00
Check	01/12/2018	10606 Richard J Hood, PLS	2,110.00

Hawksnest Road Expenses

Check	07/27/2018	666 Richard J Hood, PLS	660.00	
Check	11/08/2018	10694 Richard J Hood, PLS	2,278.00	
	Total Surveying		27,654.95	\$27,654.95

Engineering

Check	04/08/2017	566 Down Cape Engineering	180.00	
Check	03/04/2013	390 Lantery Associates- Earl Lantery	1,000.00	
Check	04/14/2013	401 Lantery Associates- Earl Lantery	1,175.00	
Check	02/27/2014	10245 Lantery Associates- Earl Lantery	505.60	
Check	06/28/2017	10555 Lantery Associates- Earl Lantery	875.00	
	Total Engineering		<u>3,735.60</u>	\$3,735.60

Electrical

Check	07/22/2016	489 John F. Linhares, Electrician	8,000.00	
Check	08/16/2016	10474 John F. Linhares, Electrician	10,250.00	
	Total Electrical		<u>18,250.00</u>	\$18,250.00

Disposal Fees

CC	4/25/18	S & J Exco	255.00	
CC	4/25/018	S & J Exco	255.00	
	Total Disposal		<u>510.00</u>	\$510.00
				\$81,543.44

This summary is all the costs of Hawksnest and Raptor Road.

Raptor Road has more surveying costs but I did that project over a long period and got all the fill for free.

Overall, Raptor Road is 1/5th the length of Hawksnest and Raptor combined. So approximately \$65,000 is the cost of Hawksnest.

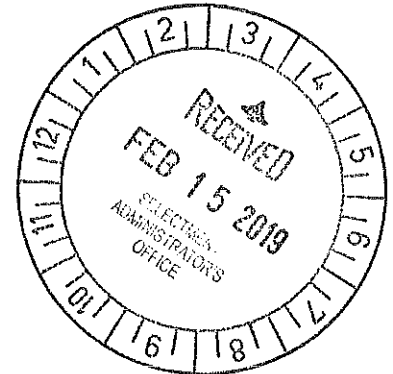
Robert D. Fratus, Jr.

74 Hawksnest Road
Harwich MA 02645

Cell Phone (508) 958-1424
Fax (508) 430-8265
E-Mail bob.fratus@verizon.net

January 14, 2019

Attn: Julie Kavanagh, Chair
Harwich Board of Selectmen
732 Main Street
Harwich Center, MA 02645
508-430-7514



Re: Round Cove Road – West of Rt. 137

Dear Members of the Board of Selectmen,

I am asking the Board to review the conditions of this section of Round Cove Road. This section of Road leads from Rt 137 and terminates in Hawksnest State Park at Hawksnest Pond. The section I would like addressed is the section that is unpaved and meets with Hawksnest Road. Beyond that is Hawksnest State Park.

Part of Round Cove Road has been paved. The pavement ends after the last house on the road. The remainder, between the pavement and Hawksnest Road, is in severe and almost unpassable condition. It is a Town road and should be maintained to be at least passable by a regular car. As it is now, the holes in the road are the size of small cars. Sooner or later, someone is going to rupture a gas tank. Every winter, people get stuck in those holes and have to be towed out.

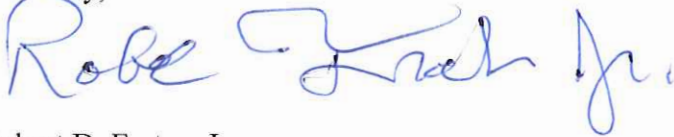
Hawksnest State Park is one of Harwich’s attractions. It should be accessible in a safe and pleasant manner. As a Scenic Corridor it should not be in such a state of disrepair. From a safety view point, if there was a fire emergency in the Park or at the Pond, Round Cove Road is the quickest access. In the past few years there have been two large fires. If there is a medical emergency at the Pond, seconds count and an ambulance would have to enter via Hawksnest Road which would takes several more minutes than through Round Cove Road if they were coming from Station 2. Since we are spending millions to make Station 2 better and improve response times, it makes sense to improve this road so it is passable by emergency vehicles.

I believe the Town can get a lot of free fill from RH White who is installing the gas lines. Perhaps some of it could be used on Round Cove Road.

I have spent an enormous amount of money improving Hawksnest Road as well as designing and installing a giant cul-de-sac on Argyle Way North to ensure Adequate Access as required by the Town. I would think the Town would have to meet its own requirements on Town Roads.

Thank you for your time to consider this request.

Sincerely,

A handwritten signature in blue ink that reads "Robb Fratus Jr." The signature is written in a cursive style with a large initial "R" and a stylized "F".

Robert D. Fratus, Jr.

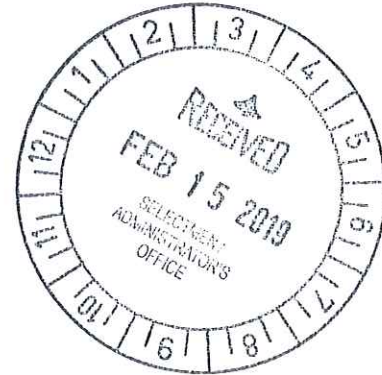
Robert D. Fratus, Jr.

74 Hawksnest Road
Harwich MA 02645

Cell Phone (508) 958-1424
Fax (508) 430-8265
E-Mail bob.fratus@verizon.net

January 14, 2019

Attn: Julie Kavanagh, Chair
Harwich Board of Selectmen
732 Main Street
Harwich Center, MA 02645
508-430-7514



Re: In-lieu-of-Sidewalk fee for Raptor Road

Dear Members of the Board of Selectmen,

I have told by the Planning department that I must pay a fee of \$7,330 called an In-lieu-of-sidewalk Fee upon completing Raptor Road. Since I have spent over \$25,000 on the most recent improvement to Hawksnest Road (between Raptor Road and Round Cove) and over \$25,000 from 74 Hawksnest down to Raptor Road, I am asking for the Board to waive the In-lieu-of-sidewalk fee.

Thank you for considering this request.

Sincerely,

A handwritten signature in blue ink that reads "Rob Fratus Jr".

Robert D. Fratus, Jr.

LICENSE AGREEMENT

THIS LICENSE AGREEMENT (this "License") is entered into on this 30 day of May, 2017, by and between the Town of Harwich, acting by and through its Board of Selectmen, having an address of 732 Main Street, Harwich, Massachusetts 02645 (the "Town"), and Robert D. Fratus, Jr. and NA, having an address of P.O. Box 873, Brewster, Massachusetts 02631 (together, "Licensee").

WHEREAS, the Town is the owner of record of Hawksnest Road (a.k.a Seth Whitefield Road), Harwich, which is an unimproved nine-foot (9') wide dirt public way (the "Roadway");

WHEREAS, Licensee owns a parcel of land adjacent to the Roadway having an address of 74 Hawksnest Road, Harwich, Massachusetts (the "Licensee's Parcel");

WHEREAS, Licensee desires to improve access to Licensee's Parcel by upgrading the Roadway from a nine-foot (9') wide dirt road to eighteen-foot (18') wide gravel road, and has requested that the Town consent to Licensee making such improvements; and

WHEREAS, the Town is amenable to allowing Licensee to upgrade the Roadway to improve access to Licensee's Parcel on the terms and conditions set forth herein.

NOW, THEREFORE, for good and valuable consideration, the parties agree as follows:

1. USE, PURPOSE, TERM. The Town hereby grants Licensee and Licensee's contractors, agents, representatives, employees, permittees and invitees a license to enter, use and improve the portion of the Roadway shown as "License Area" (the "License Area") on the sketch plan attached hereto as Exhibit A and incorporated herein for the sole purpose of widening and upgrading the Roadway to improve access to Licensee's Parcel (the "Improvements"). Licensee acknowledges that Licensee is not required to construct the Improvements, but that should Licensee wish to construct the same, the Improvements shall be constructed at Licensee's sole cost and expense and strictly in accordance with the terms and conditions set forth below (the "Work"). Licensee acknowledges and agrees that the Town shall not have any obligation to pay for or contribute toward the Improvements and other costs of the Work.

Such entry and use by Licensee, Licensee's contractors, agents, representatives, employees, permittees and invitees may be exercised from the date of this License (the "Commencement Date") until the date of Acceptance (set forth below), unless sooner terminated in accordance with the provisions of Section 9 below. Such entry and such use shall be further limited by the provisions of Section 5 below.

2. CONSIDERATION. In consideration for this License, Licensee shall pay the Town a fee of one dollar (\$1.00) and shall bear all costs and expenses associated with the exercise of the rights granted hereunder, together with the observation and performance by

Licensee of all the obligations and covenants set forth within this License to the reasonable satisfaction of the Town.

3. CONDITION OF THE PREMISES. Licensee accepts the Roadway in its "as is" condition for the purpose of this License, and acknowledges and agrees that the Town has made no representations or warranties regarding the fitness of the Roadway, including the License Area, the supply of utilities thereto, or its suitability for the construction of the Improvements. Nothing in this License shall be construed as requiring the Town to maintain the Roadway, including, without limitation, the License Area and/or the Improvements made thereto.

4. LICENSEE'S CONDUCT. During the exercise of the rights hereby granted, Licensee shall at all times conduct Licensee so as not to unreasonably interfere with the use of the Roadway by the Town, by members of the public, and other parties having lawful rights in, on, or under said Roadway, and observe and obey directives of the Town and its duly designated representatives, as well as all applicable laws, statutes, ordinances, regulations and permitting or licensing requirements. In the event that the Licensee must close the Roadway to vehicular traffic during the Work, Licensee shall provide seven (7) days notice to the Town of such closure and identify and arrange for alternative routes of such travel during the closure.

Licensee shall, during the term of this License and at Licensee's sole expense, maintain the License Area and the Improvements and other structures thereon in good and safe order and condition. Licensee's responsibilities shall include the restoration or repair of any and all damage to the License Area, the remaining Roadway, and/or any improvements thereto or property thereon related to any act, failure to act or negligence of Licensee, Licensee's contractors, agents, representatives, employees, invitees and/or permittees (with Licensee, the "Licensee Parties"). This obligation shall survive the expiration or termination of this License.

5. WORK. Licensee shall commence and complete the Work within 180 days. Licensee shall notify the Town no later than ten (10) business days prior to the commencement of the Work and pursue its completion with reasonable diligence. Licensee shall complete the Work within sixty (60) days of commencement, which completion date may be extended by the Town for events beyond the reasonable control of Licensee provided that Licensee has been using good faith and commercially diligent efforts to undertake the Work. In the event that Licensee does not complete the Work within ninety (90) days from the commencement date, as such date may have been extended by the Town from time to time, the Town shall have the right to use the Bond referenced in Section 7 below.

The parties acknowledge that the sketch plan attached hereto as Exhibit B is a preliminary drawing of the Improvements (the "Approved Plans"). The Improvements shall be constructed substantially in accordance with the Approved Plans. Licensee shall not make any other alterations to the License Area or any alterations to the rest of the Roadway without the Town's prior written consent, which may be withheld in its sole discretion.

Licensee shall procure all necessary permits before undertaking the Work, provide copies of the same to the Town, and cause all the Work to be performed expeditiously, using commercially diligent efforts, in a good and workmanlike manner, and in accordance with the

requirements of insurers, employing new materials of good quality. Licensee shall at all times comply with (i) the Approved Plans and (ii) all applicable local, state and federal rules, regulations, statutes, and by-laws. If Licensee does not perform the Work, Licensee shall employ responsible contractors to perform the Work,

Licensee shall install such fencing and other safety devices, if any, necessary to ensure the safety of the Town's personnel, persons on the License Area and the Roadway, adjacent property owners and their property and the general public. The Town is not responsible for the security of the Roadway, including the License Area, and the Work, which shall be at all times the sole responsibility of Licensee.

Licensee shall not permit any mechanics' liens, or similar liens, to remain upon the License Area, and/or the Roadway for labor and material furnished to Licensee or claimed to have been furnished to Licensee in connection with work of any character performed or claimed to have been performed at the direction of Licensee and Licensee shall cause any such lien to be released of record forthwith without cost to the Town. All laborers and materialmen furnishing labor and materials for the Work shall release the Town from any and all liability.

Licensee may bring such vehicles and other equipment upon the License Area as would ordinarily be used to undertake the Work, but Licensee shall not store any equipment or materials thereon without the Town's prior written consent or park any vehicles thereon. Licensee shall be solely responsible for the security of Licensee's equipment and materials relating to the Improvements. The Town shall have no responsibility for any damage to the same from theft or vandalism or any other cause whatsoever.

Licensee shall inform the Town by written notice to the Town Administrator at least fourteen (14) days prior to the completion of the Work so that the Town may inspect the same and assess compliance with the terms hereof. If the Town determines that the Work has been completed in compliance with the Approved Plans and terms hereof, the Town shall provide written acceptance of the Improvements (the "Acceptance"). If the Town reasonably determines that the Work has not been completed in compliance with the terms hereof, the Town shall notify Licensee in writing of such noncompliance and Licensee shall promptly take such additional work as is necessary to ensure that the Improvements materially conform to the Approved Plans and are completed in accordance with the terms hereof. Licensee shall be responsible for curing defects in the Improvements for a period of one (1) year after the date of Acceptance. The date of any such Acceptance by the Town shall fix the Term hereof pursuant to Section 1.

The provisions of this Section shall survive the termination of this License.

6. INDEMNIFICATION AND RELEASE. Licensee agrees to indemnify, defend and hold harmless the Town from and against any and all claims, demands, suits, actions, costs, judgments, whatsoever, including reasonable attorneys' fees, which may be imposed upon, incurred by, or asserted against the Town by reason of (a) any failure on the part of Licensee to comply with any provision or term required to be performed or complied with by Licensee under this License, (b) for the death, injury or property damage suffered by

any person in or around the Roadway, including without limitation the License Area, relating in any way to Licensee's exercise of its rights under this License and/or the Improvements and/or the negligence or willful misconduct of any of Licensee Parties, (c) the release, emission, storage or maintenance by Licensee or any of the other Licensee Parties of any toxic or hazardous waste or materials, pollutants, or substances, including without limitation, asbestos, PCBs, petroleum products and byproducts, substances defined or listed as "hazardous substances" or "toxic substances" or "hazardous waste" or "hazardous material", as those terms are defined by any applicable laws, rules or regulations; or (d) any defect in the materials installed or improvements made or negligence in the assembly or construction of the Improvements in, on, under or upon the License Area.

Licensee hereby releases the Town, its employees, officers, agents, board members, and attorneys from any claims, actions, rights of action, causes of action, damages, costs, loss of services, expenses, compensation, attorneys' fees or other liability or responsibility for Licensee's losses or damages related to the condition of the Roadway, including the License Area, and Licensee agrees and covenants that it will not assert or bring, nor cause any third-party to assert or bring, any claim, demand, lawsuit or cause of action against the Town, including, without limitation, claims for property damages, diminution in property value claims, personal injury or death damages and any other damages relating to, or arising from, Licensee's use of the Roadway/License Area.

The provisions of this Section shall survive the expiration or termination of this License.

7. INSURANCE; BOND

Performance bonds shall apply to projects in excess of \$100,000.00. Prior to the commencement of any Work, Licensee shall provide the Town with copies of a performance and labor and materials payment bond provided by Licensee or Licensee's contractor, in the amount of 100% of the value of the Improvements to be performed by Licensee under the terms of this License, ensuring the completion of the Improvements, and payment for labor and materials, which bond shall name Licensee and the Town as Obligees under said bond (the "Bond"). The Bond shall be issued by a surety licensed by the State Division of Insurance to do business under the laws of the Commonwealth of Massachusetts and reasonably acceptable to the Town, and said Bond remain in effect until thirteen (13) months has passed from the date of Acceptance. In the event that Licensee fails to construct or complete the Improvements materially in conformance with the Approved Plan, the Town shall have the right to use the Bond.

Licensee shall maintain during the Term hereof commercial public liability insurance, including coverage for bodily injury, wrongful death and property damage, in the minimum amount set forth herein to support the obligations of Licensee under the terms of this License to indemnify, defend and hold harmless the Town.

Prior to entering upon the License Area, Licensee shall obtain insurance in the minimum amounts required hereunder and shall provide the Town with certificates of insurance in each case indicating the Town is an additional insured on the policy(ies) (except workers compensation) and showing compliance with the following provisions. Licensee shall require the

insurer to give at least thirty (30) days' written notice of termination, reduction or cancellation of the policy(ies) to the Town. The insurance coverage required hereunder shall be placed with insurance companies licensed by the Massachusetts Division of Insurance to do business in the Commonwealth of Massachusetts and have a Best's rating of A or better.

- (a) Comprehensive General Liability Insurance in the minimum amount of \$1,000,000.00 Bodily Injury and Property Damage Liability, Combined Single Limit with a \$2,000,000.00 Annual Aggregate Limit.
- (b) Automobile Liability (applicable for any contractor who has an automobile operating exposure) of at least \$100,000.00 Bodily Injury and Property Damage per accident.
- (c) Workers' Compensation Insurance as required by law. Include Employers Liability Part B

To the extent possible, Licensee shall obtain, for each policy of insurance secured by it, provisions permitting waiver of any claims against the Town for loss or damage within the scope of the insurance, and Licensee, for itself and its insurers, waives all claims against the Town as to such claims covered by such insurance.

8. RISK OF LOSS. Licensee agrees that it shall use and occupy the Roadway, including the License Area, at its own risk, and the Town, its agents, employees, representatives, officers, agents, board members and attorneys shall not be liable to Licensee for any injury or death to persons entering the License Area/Roadway pursuant to the License, or loss or damage to vehicles, equipment or other personal property of any nature whatsoever of Licensee, or of anyone claiming by or through Licensee, that are brought upon the License Area/Roadway pursuant to the License, except if such injury, death, loss or damages is caused by the willful act or gross negligence of the Town, or its employees, agents or contractors.

9. TERMINATION and REVOCATION. This License shall be revocable by either party upon written notice of revocation at least thirty (30) days prior to the termination date stated within said notice, except in the event of default in Licensee's obligations, including the insurance obligations, in which case reasonable notice may be given less than thirty (30) prior to the termination date.

In the event of the termination of this License by either party, Licensee shall remove any and all equipment and materials from the License Area and shall, at the Town's request and at Licensee's sole expense, restore and/or repair the License Area to such condition as shall be reasonably specified by the Town within thirty (30) days from the effective date of such termination. All Improvements allowed to remain on the License Area by the Town shall become the Town's property. This obligation shall survive the termination of this License.

10. RIGHTS OF THE TOWN TO ENTER. The Town reserves the right and Licensee shall permit the Town to enter upon and use the License Area at any time and for any and all purposes at the Town's sole discretion, and Licensee's use shall not interfere with the Town's use of the License Area.

11. NOTICE. For purposes of this License, the parties shall be deemed duly notified in accordance with the terms and provisions hereof, if written notices are hand-delivered, sent by registered or certified mail, postage prepaid, or sent by recognized overnight mail, or sent by confirmed facsimile transmission, to the addresses set forth above, or to such other addresses as may from time to time hereafter be designated by the parties by like notice.

12. HAZARDOUS MATERIALS. Licensee agrees not to bring upon, use, generate, release, store or dispose of any Hazardous Materials on, under, about or within the License Area in violation of any law or regulation. As used in this section, "Hazardous Materials" shall mean any toxic or hazardous waste or materials, pollutants, or substances, including without limitation, asbestos, PCBs, petroleum products and byproducts, substances defined or listed as "hazardous substances" or "toxic substances" or "hazardous waste "or "hazardous material", as those terms are defined by any applicable laws, rules or regulations.

13. MISCELLANEOUS

A. No Estate Created. This License shall not be construed as creating or vesting in Licensee any estate in the License Area, but only the limited right of use as hereinabove stated.

B. Survival of Terms and Provisions. All appropriate terms and provisions relating to the restoration of the License Area affected hereby shall survive the expiration and/or termination of this License, in addition to the survival of other terms stated herein to so survive.

C. Waivers. Notwithstanding anything herein to the contrary, no provision of this License, no entry upon, travel over or other use of the License Area by the Town, nor the Town's granting of any rights or assumption of any obligations hereunder shall not waive, bar, diminish or in any way affect: (i) any legal or equitable right of the Town to regulate or issue any order with respect to the Roadway and/or Improvements; (ii) waive any limitations on liability afforded a body politic of the Commonwealth of Massachusetts; or (iii) pursue any other claim, action, suit, damages or demand related thereto.

D. Severability. If any court determines any provision of this License to be invalid or unenforceable, the remainder of this instrument shall not be affected and each provision of this License Agreement shall be valid and enforceable to the fullest extent permitted by law.

E. Governing Law. This License shall be governed by and construed in accordance with the laws of the Commonwealth of Massachusetts, and any and all legal actions brought in connection with this License shall be brought in courts within the Commonwealth of Massachusetts.

F. Modifications or amendments to this License shall be in writing and duly executed by both parties hereto to be effective.

In Witness Whereof, the parties hereto have caused this License Agreement to be executed on this 30th day of May, 2017



TOWN OF HARWICH
By Its Board of Selectmen

LICENSEE:

Robert Fratus

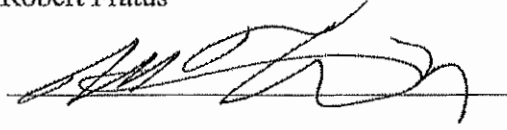
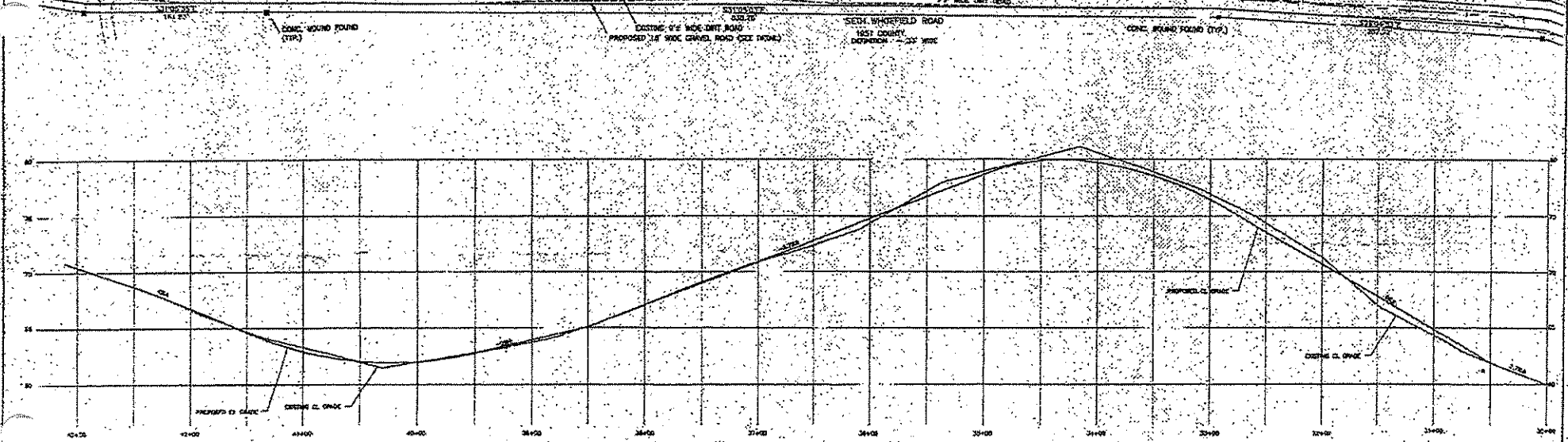
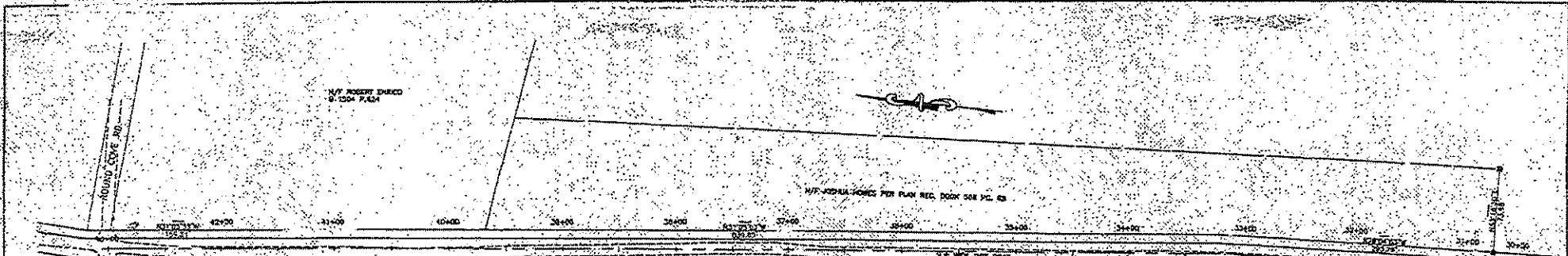
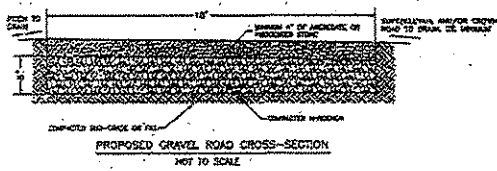
A handwritten signature in black ink, appearing to read 'Robert Fratus', written over a horizontal line.

Exhibit A



ROAD PROFILE
 --- 20' HORIZ.
 --- 4' VERT.



47 508-321-4341
 INC. 509-361-5480
DAVID CARL ENGINEERING, INC.
 Civil Engineers
 Land Surveyors
 237 ARD Street / Box 641
 WYOMINGPORT, MA 02873

4-12-17
 DATE
 DAVID A. CARL, P.L.S., P.E.



PLAN AND PROFILE
 OF NORTHERLY PORTION OF
 SETH WHITEFIELD ROAD
 IN
 HARWICH, MA
 PREPARED FOR
ROBERT FRATUS, JR.
 SEPTEMBER 12, 2008
 REVISED: APRIL 12, 2017 (LABCLS)

Exhibit B

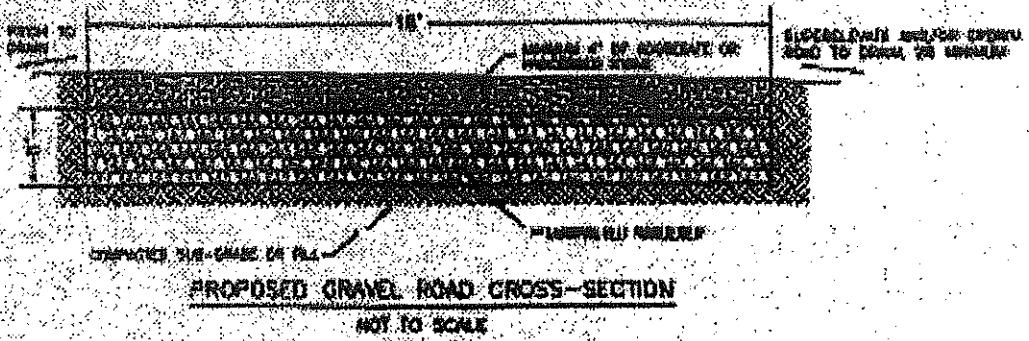


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May 6, 2019

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- 49. Pleasant Bay Alliance
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- 51. Refrain from Using Town Funds/Resources to Enforce Federal Immigration Laws
- 52. Support for Legislation to Change State Seal and Motto
- 53. General By-Law Amendment to Ban the use of Single-Use Plastic Straws.....
- 54. Amendment to the Harwich Board of Health Regulations - Flavored Tobacco Products
- 55. Selectmen’s Public Record of Votes.....
- 56. Amend the Code of the Town of Harwich Charter – Update the Name “Selectmen” to “Select Board”

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APPENDIX A – Sample Ballot

APPENDIX B – Budget

APPENDIX C – Capital Plan

TOWN FY 20 OPERATING BUDGET

ARTICLE 4: To see if the Town will vote to raise and appropriate, transfer from available funds or borrow such sums of money as may be required to defray Town charges for Fiscal Year 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 20. 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.

THE FINANCE COMMITTEE CAN MAKE NO RECOMMENDATION AT THIS TIME PENDING FURTHER INFORMATION. VOTE: YES-6, NO-1

MONOMOY REGIONAL SCHOOL DISTRICT FY 20 BUDGET

ARTICLE 5: To see if the Town will vote to raise and appropriate, transfer from available funds or borrow such sums of money as may be required to pay for the Monomoy Regional School District Assessment for Fiscal Year 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

THE FINANCE COMMITTEE CAN MAKE NO RECOMMENDATION AT THIS TIME PENDING FURTHER INFORMATION. VOTE: YES-7, NO-0

RECONSTRUCTION OF LOWER COUNTY ROAD

ARTICLE 20: 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. The appropriation authorized by this vote shall not take effect until the Town votes to exempt from the limitations on total taxes imposed by M.G.L. ch.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: \$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.

THE FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED TO ALLOW THE HIGHWAY DEPARTMENT TO FINISH THIS PROJECT. THE WATER DEPARTMENT HAS DONE THEIR IMPROVEMENTS ON THE ROAD TO REDUCE THE CHANCES OF THE NEED TO REOPEN THE ROAD WHEN COMPLETED. ALTHOUGH THERE IS THE DESIRE BY BOTH THE BOARD OF SELECTMEN AND THE FINANCE COMMITTEE TO REMOVE THE NEED FOR TAX REQUESTS THIS YEAR, DELAYING THIS PROJECT WILL ONLY INCREASE THE COST. VOTE: YES-4, NO-1, ABSTAIN-1

ZONING/PLANNING BOARD

SINGLE FAMILY DWELLING WITH ACCESSORY APARTMENT

ARTICLE 23: 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>)	<u>S</u> <u>P</u>	<u>S</u> <u>P</u>	<u>S</u> <u>P</u>	<u>S</u> <u>P</u>	-	-	<u>S</u> <u>P</u>	<u>S</u> <u>P</u>	-	-	<u>S</u> <u>P</u>	<u>S</u> <u>P</u>	<u>S</u> <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. j.~~ The proposed use shall not exceed the building or site coverage for the zoning district.
- ~~l. k.~~ 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 24: 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 25: 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 26: 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

Article 23:

Explanation: The purpose of this zoning bylaw amendment is to allow for an apartment, accessory to a single-family dwellings, **by right** rather than the existing requirement for a special permit. The criteria for the granting of a building permit remains essentially the same, with the following exceptions: the rental term is for no less than 6 consecutive month; parcels within Cluster Subdivisions are now included; and, language regarding traffic hazards, etc. has been deleted. The Board of Selectmen and the Planning Board held two joint meetings to discuss the need to change this bylaw. The Town's own Housing Production Plan and Needs Assessment, along with the Barnstable County "Regional Housing Market Analysis and 10-Year Forecast of Housing Supply and Demand for Barnstable County, Massachusetts" report demonstrate the need for a diversified housing stock that includes apartments. The Planning Board held a duly posted and noticed public hearing on this proposed zoning amendment on March 12, 2019 and the Board voted unanimously to recommend this article to the Town Meeting.

Planning Board Recommendation: 5-0-0 to recommend

Article 24:

Explanation: The purpose of this zoning bylaw amendment is to create guidance and requirements for freestanding portable signs (aka "A" frame signs.) The Board of Selectmen and the Planning Board held two joint meetings to discuss the need to have guidance and regulations for these types of signs in order to address concerns and complaints received during the summer of 2018 with the proliferation of "A" frame signs. The Planning Board held a duly posted and noticed public hearing on this proposed zoning amendment on March 12, 2019 and the Board voted unanimously to recommend this article to the Town Meeting.

Planning Board Recommendation: 5-0-0 to recommend

Article 25:

Explanation: The purpose of this zoning bylaw amendment is to allow for the installation of a mounded septic system, required by the Board of Health and/or Title 5, within 10 feet of a property line. This would allow for the streamlining of permitting and would not cause unforeseen delays. Currently if a mounded septic system is required by the Board of Health and/or Title 5 and that system will not meet the current setback requirements for the zoning district in which the property is located (generally 20 feet from a side or rear lot line and 25 feet from a street lot line) the request has to go before the Zoning Board of Appeals for zoning relief in the form of a setback variance. If a system is proposed closer than 10 feet to a property line, it will still need to go before the Zoning Board of Appeals for a setback variance. The Planning Board held a duly posted and noticed public hearing on this proposed zoning amendment on March 12, 2019 and the Board voted unanimously to recommend this article to the Town Meeting.

Planning Board Recommendation: 5-0-0 to recommend

Article 26:

Explanation: The purpose of this zoning bylaw amendment is to allow for an existing structure to be elevated to meet floodplain requirements without the need of a height variance from the Zoning Board of Appeals. For example, if an existing structure currently meets the 30 feet height limitation and has its first floor below the floodplain elevation, this can be elevated so that the first floor elevation is at least 2 feet above the floodplain elevation, even if now the overall height exceed the 30 foot limitation. This would allow for the streamlining of permitting and would not cause unforeseen delays. The Planning Board held a duly posted and noticed public hearing on this proposed zoning amendment on March 12, 2019 and the Board voted unanimously to recommend this article to the Town Meeting.

Planning Board Recommendation: 5-0-0 to recommend

CEMETERY

AMENDMENTS TO CEMETERY RULES AND REGULATIONS CEMETERY RULES AND REGULATIONS

ARTICLE 31: 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 interment in this section (interment 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.

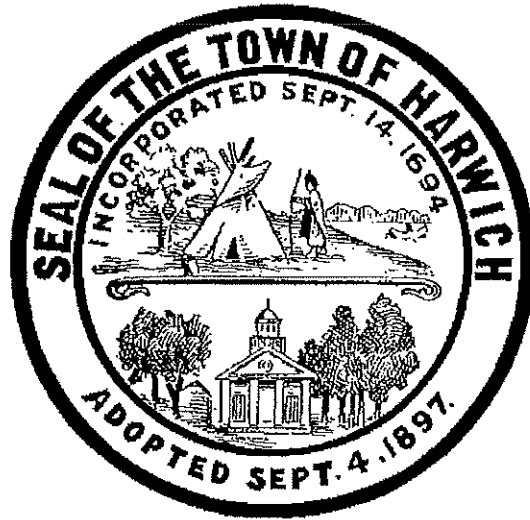
THE FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED WITH AN AMENDMENT THAT WOULD STRICK THE LAST SENTENCE IN CHAPTER III: CEMETERY LOTS, SECTION 10, AS WELL AS SECTIONS 11, AND 12. THE HARWICH CEMETERIES HAVE ALWAYS BEEN ACCEPTING AND ACCOMMODATING TO VISITORS, FAMILIES, FRIENDS, AND MOURNERS WITH FEW RESTRICTIONS OR DEMANDS. THE FINANCE COMMITTEE WOULD LIKE TO CONTINUE THIS TOWN TRADITION AND WE ENCOURAGE THE CEMETERY COMMISSION TO PROVIDE BETTER

**AWARENESS THROUGH APPROPRIATE SIGNS AND PAMPHLETS INSTEAD
OF DEMANDS AND RESTRICTIONS. VOTE: YES-6, NO-1**

BOS VOTE	FINCOM VOTE	ART#	Selectman Discussion by:	Oneliners ATM May 6, 2019	Petitioner	TA Recom.	Tax levy	Free Cash	CPC	Water Ent.	Debt/Capital Exclusion	Local Receipts	Other
							\$ 53,360,608	\$ 3,587,074	\$ -		\$ -	\$ 13,180,760	\$ -
	A&A 7-0-0	1		Town Officers & Comms	Customary								
	A&A 7-0-0	2		Reports of Town Officers & Committees	Customary								
	A&A 5-2-0	3		Elected Officials Salaries	Customary								
	A&A 9-0-0	4		Town Operating Budget	BOS	\$ 39,593,836	\$ 23,479,714	\$ 140,240	\$ 553,700	\$ 720,295		\$ 13,180,760	\$ 1,519,127
	A&A 8-0-0	5		MRSD Budget	MRSD/Supt	\$ 26,643,415	\$ 26,244,621	\$ 398,794			\$ -		
	A&A 7-0-0	6		CCRTS Budget	Supt	\$ 2,332,198	\$ 2,332,198						
	A&A 9-0-0	7		Water Dept Budget	Water Com	\$ 4,327,978				\$ 4,327,978			
	A&A 8-0-0	8		Wastewater/Sewer Budget	TA/BOS	\$ 225,000	\$ 125,000	\$ 100,000					
	A&A 6-1-0	9		Adopt the Capital Plan	BOS								
	A&A 7-0-0	10		Lease Purchase	BOS	0							
	A&A 7-0-0	11		Capital Items from Free Cash	BOS	\$ 136,874	\$ -	\$ 136,874					\$ -
	A&A 5-2-0	12		Facility Maintenance & Repair Fund	BOS	\$ 774,750		\$ 774,750					
	NRPFI 7-0-0	13		Fund the Snow & Ice Deficit for FY18	BOS	\$ 325,000		\$ 325,000					
	NRPFI 7-0-0	14		Fund Shortfalls in Budget Transfers for FY19	TA & FD	\$ -		\$ -					\$ -
	A&A 7-0-0	15		Purchase/Replace Mini Excavator Water Dept	Water Com	\$ 50,000				\$ 50,000			\$ -
	A&A 7-0-0	16		Replace Section of Water Main Water Dept	Water Com	\$ 300,000				\$ 300,000	\$ -		
	A&A 7-0-0	17		Replace T1 Main Generator Water Dept	Water Com	\$ 65,000				\$ 65,000			
	A&A 8-0-0	18		Ford F-550 Truck Water Dept	Water Com	\$ 70,000	\$ -			\$ 70,000			
	A&A 7-0-0	19		Purchase Vehicles for DPW	BOS	\$ 395,000		\$ 395,000					
	A&A 4-1-1	20		Lower County Road	BOS	\$ 4,560,475				\$ -	\$ 4,560,475		
	A&A 7-0-0	21		Mobile Lift System	BOS	\$ 90,475		\$ 90,475		\$ 90,475			
	A&A 7-0-0	22		Road Maintenance Program	BOS	\$ 700,000					\$ 700,000		\$ -
	A&A 8-0-0	23		Single Family Dwelling	Planning Board	\$ -		\$ -					
	A&A 8-0-0	24		Free Standing Portable Signs	Planning Board	\$ -					\$ -		
	A&A 8-0-0	25		Retaining Walls for Septic	Planning	\$ -		\$ -					
	A&A 8-0-0	26		Lifting Existing Structures	Planning Board	\$ -					\$ -		
	A&A 7-0-0	27		Update Town's Local Comprehensive Plan	Planning Board	\$ 200,000		\$ 200,000					\$ -
	A&A 7-0-0	28		Fund Library Technology	Library Trustees	\$ 21,323							\$ 21,323
	A&A 7-0-0	29		Landscape Reclamation, Major Tree Removal	Golf Committee	\$ 35,000					\$ -		\$ 35,000

BOS VOTE	FINCOM VOTE	ART#	Selectman Discussion by:	Oneliners ATM May 6, 2019	Petitioner	TA Recom.	Tax levy	Free Cash	CPC	Water Ent.	Debt/Capital Exclusion	Local Receipts	Other
							\$ 53,360,608	\$ 3,587,074	\$ -		\$ -	\$ 13,180,760	\$ -
	NRPFI 8-0-0	51		Federal Immigration Laws	Petitioner								
	IPP 6-2-0	52		Support legislation to change State seal/motto	Petitioner								
	NRPFI 8-0-0	53		Ban single use plastic straws	Petitioner								
	IPP 8-0-0	54		Restrict flavored tobacco	Petitioner								
	NRPFI 8-0-0	55		Require BOS & FC to Record Individual Votes	Petitioner								
	Amend 8-0-0	56		Amend Charter change Selectmen to Select Board	Petitioner								
	IPP 6-2-0	57		Rescind Pet Burial Land	Petitioner								
	A&A 5-1-0	58		Revolving Fund for Pet Burial Ground	Cemetery Comm								
	NRPFI 5-1-0	59		Complete construction of pet burial ground	Cemetery Comm								
	A&A 8-0-0	60		Approve Utility Easements for Fire Station II	Admin								
	A&A 6-1-0	61		Harwich Affordable Housing Trust Fund	BOS								
	A&A 8-0-0	62		Amend By-law Revolving Funds	FD, Golf & Cemetery								
	A&A 8-0-0	63		Rescind Capital Infrastructure Revolving	FD								
	A&A 8-0-0	64		Rescind Golf Restaurant Revolving	FD								
	A&A 8-0-0	65		Authorize Departmental Revolving Funds Spending Limits	FD								
	NRPFI 8-0-0	66		Stabilization Fund	BOS	\$ 384,000		\$ 384,000					
	NRPFI 8-0-0	67		OPEB Trust Fund	BOS	\$ 500,000		\$ 500,000					
	NRPFI 8-0-0	68		Prior Year Unpaid Bills	FD	\$ 1,000		\$ 1,000	\$ -				
	A&A 8-0-0	69		Herring Fisheries	BOS								
		70											
		71											
		72											
		73											

**ANNUAL TOWN MEETING
WARRANT
With
RECOMMENDATIONS**



MAY 6, 2019

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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

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

REPORTS OF TOWN OFFICERS AND COMMITTEES

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

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

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: \$124,474.

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

THE FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED TO SET THE SALARIES FOR ALL ELECTED OFFICIALS WITH AN INCREASE FOR THE TOWN CLERK WHICH MATCHES THE INCOME LEVEL OF OTHER SIMILAR DEPARTMENT HEADS WITH MANY YEARS OF EXPERIENCE. VOTE: YES-5, NO-2

TOWN FY 20 OPERATING BUDGET

ARTICLE 4: To see if the Town will vote to raise and appropriate, transfer from available funds or borrow such sums of money as may be required to defray Town charges for Fiscal Year 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 20. 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.

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

MONOMOY REGIONAL SCHOOL DISTRICT FY 20 BUDGET

ARTICLE 5: To see if the Town will vote to raise and appropriate, transfer from available funds or borrow such sums of money as may be required to pay for the Monomoy Regional School District Assessment for Fiscal Year 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

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

CAPE COD REGIONAL TECHNICAL SCHOOL DISTRICT FY20 BUDGET

ARTICLE 6: To see if the Town will vote to raise and appropriate, transfer from available funds or borrow a sufficient sum of money as may be required to pay for the Cape Cod Regional Technical High School District Assessment for Fiscal Year 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. Voters approved a debt exclusion for this project.

THE FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED TO FUND THE ANNUAL OPERATION OF THE REGIONAL TECHNICAL HIGH SCHOOL AND THAT \$2,332,198.00 BE RAISED AND APPROPRIATED FOR THIS PURPOSE. THE FIRST PAYMENT FOR THE NEW FACILITY, APPROVED BY THE VOTERS, IS INCLUDED IN THIS BUDGET. THE REST OF THE OPERATING BUDGET REPRESENTS A 1.96 % INCREASE OVER THE CURRENT BUDGET. VOTE: YES-7, NO-0

FY20 WATER BUDGET

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

Explanation: *Water Budget is an Enterprise operation funded from water rates and fees only.*

THE FINANCE COMMITTEE CAN MAKE NO RECOMMENDATION AT THIS TIME PENDING FURTHER INFORMATION. VOTE: YES-7, NO-0

FY20 WASTEWATER/SEWER BUDGET

ARTICLE 8: To see if the Town will vote to raise and appropriate, transfer from available funds or borrow such sums of money as may be required to defray the Wastewater/Sewer Department Operating Budget for Fiscal Year 2020, and to act fully thereon. By request of the Board of Selectmen. Estimated cost: \$225,000.

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 \$125,000 is taxpayer supported. The FY 2020 Budget will be used to fund a \$75,000 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.*

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

ADOPT THE CAPITAL PLAN

ARTICLE 9: 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)

THE FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED TO OUTLINE CAPITAL PROJECTS OVER THE NEXT 7 YEARS. FUNDING RECOMMENDATIONS FOR REQUESTS ARE MADE SEPARATELY. VOTE: YES-6, NO-1

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	\$ -

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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 10: 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.

THE FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED TO MEET A NEW REQUIREMENT FROM THE STATE.

VOTE: YES-7, NO-0

ADMINISTRATION

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

ARTICLE 11: 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

THE FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED WITH THE AMOUNT OF \$136,874 FROM FREE CASH TO PURCHASE NEW ITEMS THAT WILL HELP THE TOWN TOWARDS MEETING ADA COMPLIANCE, AND WILL HELP POLICE AND FIRE WITH COMMUNICATION AND SAFETY. THESE ITEMS DID NOT MEET THE FUNDING THRESHOLD TO BE INCLUDED IN THE CAPITAL PLAN.

VOTE: YES-7, NO-0

FACILITY MAINTENANCE AND REPAIR FUND

ARTICLE 12: 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	<u>\$112,000</u>
	TOTAL	\$774,750

THE FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED WITH THE AMOUNT OF \$774,750 FROM FREE CASH TO ADD A NEW METAL ROOF TO THE HIGHWAY BARN AND TO MAKE MANY SAFETY AND ACCESSIBILITY IMPROVEMENTS AROUND THE TOWN. THE CULTURAL CENTER ANNUAL SUBSIDY IS INCLUDED. VOTE: YES-5, NO-2

FUND SNOW AND ICE DEFICIT FOR FY19

ARTICLE 13 : 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.

THE FINANCE COMMITTEE CAN MAKE NO RECOMMENDATION AT THIS TIME PENDING FURTHER INFORMATION. VOTE: YES-7, NO-0

FUND BUDGET SHORTFALLS IN BUDGET TRANSFERS FOR FY19

ARTICLE 14: 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. Funding may come from within the Water Budget or from retained earnings.

THE FINANCE COMMITTEE CAN MAKE NO RECOMMENDATION AT THIS TIME PENDING FURTHER INFORMATION. VOTE: YES-7, NO-0

WATER DEPARTMENT

PURCHASE/REPLACE MINI EXCAVATOR FOR WATER DEPARTMENT

ARTICLE 15: 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.

THE FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED TO REPLACE A WORN-OUT AND WELL USED PIECE OF EQUIPMENT. WITH THIS EQUIPMENT THIS TYPE OF WORK CAN BE DONE IN-HOUSE AT A LOWER COST, AND WATER RECEIPTS REVENUE WILL BE USED FOR THE PURCHASE. VOTE: YES-7, NO-0

PLEASANT LAKE AVENUE TANK – FULL REPLACEMENT

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 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.

THE FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED TO ALLOW FOR THE FULL UTILIZATION OF THE CAPACITY OF THE TANK. THIS EQUIPMENT WILL ENABLE WORK TO BE DONE MORE EFFICIENTLY AT A LOWER COST, AND WATER RECEIPTS WILL BE USED FOR THIS PURCHASE. VOTE: YES-7, NO-0

REPLACE THE T1 MAIN FACILITY GENERATOR AT CHATHAM ROAD

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 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

THE FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED TO REPLACE A WORN-OUT PIECE OF EQUIPMENT. PAST I AT CRITICAL TIMES NECESSITATES THE NEED FOR REPLACEMENT. WATER RECEIPTS REVENUE WILL BE USED FOR THIS PURCHASE. VOTE: YES-7, NO-0

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 18: 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.*

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

DEPARTMENT OF PUBLIC WORKS

PURCHASE AND EQUIP VEHICLES FOR THE DPW

ARTICLE 19: 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)	<u>\$ 40,000</u>
	\$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.*

THE FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED TO REPLACE WORN-OUT VEHICLES AT THE HIGHWAY DEPARTMENT. NEW VEHICLES AT THE DISPOSAL AREA WILL HELP KEEP UP WITH INCREASED VOLUME. CONSTRUCTION/DEMOLITION REVENUE WILL BE USED TO HELP OFFSET THIS PURCHASES.

VOTE: YES-7, NO-0

RECONSTRUCTION OF LOWER COUNTY ROAD

ARTICLE 20: 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. The appropriation authorized by this vote shall not take effect until the Town votes to exempt from the limitations on total taxes imposed by M.G.L. ch.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: \$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.

THE FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED TO ALLOW THE HIGHWAY DEPARTMENT TO FINISH THIS PROJECT. THE WATER DEPARTMENT HAS DONE THEIR IMPROVEMENTS ON THE ROAD TO REDUCE THE CHANCES OF THE NEED TO REOPEN THE ROAD WHEN COMPLETED. ALTHOUGH THERE IS THE DESIRE BY BOTH THE BOARD OF SELECTMEN AND THE FINANCE COMMITTEE TO REMOVE THE NEED FOR TAX REQUESTS THIS YEAR, DELAYING THIS PROJECT WILL ONLY INCREASE THE COST. VOTE: YES-4, NO-1, ABSTAIN-1

PURCHASE OF A MOBILE LIFT SYSTEM

ARTICLE 21: 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.

THE FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED TO ALLOW THE HIGHWAY MECHANICS TO SAFELY LIFT LARGES VEHICLES. HAVING OUR VEHICLES MAINTAINED IN-HOUSE

REDUCES OUR COSTS AND THE MECHANICS ARE OFTEN PRAISED FOR THE QUALITY OF WORK THEY PERFORM. VOTE: YES-7, NO-0

ROAD MAINTENANCE PROGRAM

ARTICLE 22: 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.

THE FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED TO FUND THE ANNUAL ROAD MAINTENANCE PROGRAM IN COOPERATION WITH THE STATE WHICH PROVIDES A 50-50 MATCH IN FUNDS. VOTE: YES-7, NO-0

ZONING/PLANNING BOARD

SINGLE FAMILY DWELLING WITH ACCESSORY APARTMENT

ARTICLE 23: 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§325-14.T)	<u>S</u>	<u>S</u>	<u>S</u>	<u>S</u>	-	-	<u>S</u>	<u>S</u>	-	-	<u>S</u>	<u>S</u>	<u>S</u>
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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~~ **j.** The proposed use shall not exceed the building or site coverage for the zoning district.
- ~~l~~ **k.** 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

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

FREE-STANDING PORTABLE SIGNS

ARTICLE 24: 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

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

RETAINING WALLS FOR SEPTIC SYSTEMS

ARTICLE 25: 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

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

SPECIAL PROVISIONS FOR LIFTING EXISTING STRUCTURE TO NEW AND APPROPRIATE ELEVATIONS

ARTICLE 26: 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

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

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

ARTICLE 27: 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.

THE FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED TO ALLOW THE PLANNING DEPARTMENT TO PURCHASE EXPERTISE SERVICES IN REWRITING THE TOWN PLAN. VOTE: YES-7, NO-0

LIBRARY

FUND TECHNOLOGY HARDWARE AND SOFTWARE FOR BROOKS FREE
LIBRARY

ARTICLE 28: 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>	

THE FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED TO ALLOW THE LIBRARY TO REPURPOSE LIBRARY LEFT OVER FUNDS IN OLD ARTICLES TO PURCHASE A VARIETY OF COMPUTER NEEDS. VOTE: YES-7, NO-0

GOLF DEPARTMENT

LANDSCAPE RECLAMATION, MAJOR TREE REMOVAL

ARTICLE 29: 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.

THE FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED TO ALLOW THE GOLF DEPARTMENT TO CONTINUE THEIR ONGOING MAINTENANCE OF THE COURSE. THESE COSTS ARE NOW PAID DIRECTLY FORM GOLF RECEIPTS WITH TOWN MEETING APPROVAL. VOTE: YES-7, NO-0

BUNKER RENOVATION AT CRANBERRY VALLEY GOLF COURSE

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 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.

THE FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED TO ALLOW THE GOLF DEPARTMENT TO CONTINUE THEIR ONGOING MAINTENANCE OF THE COURSE. THESE COSTS ARE NOW PAID DIRECTLY FORM GOLF RECEIPTS WITH TOWN MEETING APPROVAL. VOTE: YES-7, NO-0

CEMETERY

AMENDMENTS TO CEMETERY RULES AND REGULATIONS CEMETERY RULES AND REGULATIONS

ARTICLE 31: 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.

THE FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED WITH AN AMENDMENT THAT WOULD STRIKE THE LAST SENTENCE IN CHAPTER III: CEMETERY LOTS, SECTION 10, AS WELL AS SECTIONS 11, AND 12. THE HARWICH CEMETERIES HAVE ALWAYS BEEN ACCEPTING AND ACCOMMODATING TO VISITORS, FAMILIES, FRIENDS, AND MOURNERS WITH FEW RESTRICTIONS OR DEMANDS. THE FINANCE COMMITTEE WOULD LIKE TO CONTINUE THIS TOWN TRADITION AND WE ENCOURAGE THE CEMETERY COMMISSION TO PROVIDE BETTER AWARENESS THROUGH APPROPRIATE SIGNS AND PAMPHLETS INSTEAD OF DEMANDS AND RESTRICTIONS. VOTE: YES-6, NO-0

CEMETERY ARBORETUM PROJECT – MAPPING AND SOFTWARE

ARTICLE 32: 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.

Explanation: This article covers only initial cost to acquire and program. Ongoing maintenance costs in future years amount to \$7,000 per year are expected.

THE FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED TO ALLOW THE CEMETERY COMMISSION TO IMPLEMENT A PHONE APP AND SOFTWARE PROGRAM THAT WILL ALLOW VISITORS MAPS AND INFORMATION ABOUT THE TREES IN THE ARBORETUM AND HISTORY OF GRAVE SITES WITHIN THE CEMETERIES. VOTE: YES-6, NO-1

MISCELLANEOUS

SOLAR PHOTOVOLTAIC ENERGY SYSTEMS

ARTICLE 33: 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.

THE FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED TO ALLOW THE EXPANSION OF THE USE OF SOLAR ARRAYS IN SEVERAL AREAS IN TOWN. THIS WILL CREATE REVENUE FOR THE TOWN. VOTE: YES-6, NO-0

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

ARTICLE 34: 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.

THE FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED TO REMOVE THE TRANSITION SECTIONS OF THE ORIGINAL AGREEMENT. VOTE: YES-6, NO-0

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

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

ARTICLE 35: 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 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.

THE FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED TO EXPAND THE WATER COMMISSION FROM A THREE MEMBER BOARD TO FIVE MEMBERS AND ADD THE WASTERWATER MANAGEMENT TO THAT BOARD. VOTE: YES-6, NO-0

CHARTER AMENDMENTS – CAPITAL OUTLAY COMMITTEE

ARTICLE 36: 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** during any budget year and planning funds for any such capital outlay.

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 submitted for the annual or special town meeting warrant which requests a capital outlay as defined in section 9-6 2, but which is not included in the current year of the capital outlay plan as adopted by town meeting *shall require approval of the* capital outlay committee, the board of selectmen and the finance committee *and any such article 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.

THE FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED TO REVERT THE 7-YEAR CAPITAL PLAN BACK TO A 5-YEAR PLAN, AND TO MAKE THE PLAN HARDER TO CHANGE FROM YEAR TO YEAR BY REQUIRING A 2/3RDS VOTE WHEN CHANGING THE PREVIOUSLY VOTED PLAN. VOTE: YES-6, NO-0

CHARTER AMENDMENTS – EX-OFFICIO MEMBER APPOINTMENTS

ARTICLE 37: 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 (New Section)

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.

THE FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED TO ALLOW THE BOARD OF SELECTMEN MORE FLEXIBILITY IN MAKING APPOINTMENTS. VOTE: YES-6, NO-0

COMMUNITY PRESERVATION

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

ARTICLE 38: 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.

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

FUND LAND BANK DEBT SERVICE

ARTICLE 39: 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.

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

COMMUNITY PRESERVATION ACTIVITIES UNDER \$50,000

ARTICLE 40: To see if the Town will vote to raise and appropriate, and/or transfer from the Community Preservation Act Funds, 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

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

	<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 41: To see if the Town will vote to raise and appropriate and/or transfer from the Community Preservation Act Funds – 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

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

AFFORDABLE HOUSING TRUST

ARTICLE 42: 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

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

SAND POND RESTROOM PROJECT

ARTICLE 43: 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

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

WHITEHOUSE FIELD IMPROVEMENT PROJECT

ARTICLE 44: 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

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

RED RIVER BEACH SHORELINE STABILIZATION PROJECT

ARTICLE 45: 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

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

PRIVATE PETITIONS

DEFRAY THE EXPENSES OF THE CHASE LIBRARY AND HARWICH PORT LIBRARY

ARTICLE 46: 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.

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

PROMOTE THE TOWN OF HARWICH

ARTICLE 47: 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*

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

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

ARTICLE 48: 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.

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

PLEASANT BAY RESOURCE MANAGEMENT PLAN UPDATE

ARTICLE 49: 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.

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

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

ARTICLE 50: To see if the Town will vote to adopt the following as a General Bylaw and to insert it into the Code 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.

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

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

ARTICLE 51: 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.

THE FINANCE COMMITTEE GIVES NO RECOMMENDATION PENDING FURTHER INFORMATION. VOTE: YES-8, NO-0

SUPPORT FOR LEGISLATION TO CHANGE STATE SEAL AND MOTTO

ARTICLE 52: 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

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

GENERAL BYLAW AMENDMENT. SINGLE USE PLASTIC STRAW BAN BYLAW

ARTICLE 53: 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.

THE FINANCE COMMITTEE GIVES NO RECOMMENDATION PENDING FURTHER INFORMATION. VOTE: YES-8, NO-0

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

ARTICLE 54: 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.

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

SELECTMEN AND FINANCE COMMITTEE PUBLIC RECORD OF VOTES

ARTICLE 55: 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.

THE FINANCE COMMITTEE GIVES NO RECOMMENDATION PENDING FURTHER INFORMATION. VOTE: YES-8, NO-0

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

ARTICLE 56: 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, the words, "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.

THE FINANCE COMMITTEE RECOMMENDS THIS ARTICLE _____

PET BURIAL GROUND

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

ARTICLE 57: 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.

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

ESTABLISH ANNUAL REVOLVING FUND FOR THE PET BURIAL GROUND

ARTICLE 58: 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.

THE FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED TO ALLOW FOR A FUNDING SOURCE FOR THE COMPLETION, OPERATION, AND MAINTENANCE OF THE GROUNDS. TOWN MEETING VOTED A PET BURIAL GROUNDS IN MAY 2016, BUT THE INTENDED FUNDING SOURCE WAS DEEMED INAPPROPRIATE BY TOWN COUNCIL. A NEW FUNDING SOURCE THEREFORE NEEDS TO BE CREATED IN ORDER TO OPERATE THE GROUNDS WITH USER FEES INSTEAD OF ADDITION TAX DOLLARS. VOTE: YES-5, NO-1

COMPLETE THE CONSTRUCTION OF THE PET BURIAL GROUNDS

ARTICLE 59: 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.

FINANCE COMMITTEE RECOMMENDS NO RECOMMENDATION PENDING FURTHER INFORMATION (NRPF). FINANCE COMMITTEE VOTES NRPF WHEN, AT THE TIME THE WARRANT IS PRINTED, IT HAD INSUFFICIENT OR INCOMPLETE INFORMATION TO MAKE AN INFORMED RECOMMENDATION. IT DOES NOT IMPLY A NEGATIVE FINANCE COMMITTEE VIEW, ONLY AN INCOMPLETE UNDERSTANDING OF THE ARTICLE SO VOTED. THE FINANCE COMMITTEE WILL MAKE ITS FINAL RECOMMENDATION AT TOWN MEETING AFTER HAVING RECEIVED FURTHER INFORMATION. VOTE: YES-5, NO-1

LAND MATTERS

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

ARTICLE 60: 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.

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

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

ARTICLE 61: 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 May 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 Road, 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;
- (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.

THE FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED. VOTE: YES-6, NO-1

REVOLVING/STABILIZATION/OPEB FUNDS

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

ARTICLE 62: 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

**All entities authorized to spend from any revolving funds are required to submit a quarterly report of spending to the Town Administrator and Board of Selectmen.*

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 properties 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.

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

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

ARTICLE 63: 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.

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

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

ARTICLE 64: 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.

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

DEPARTMENTAL REVOLVING FUNDS AUTHORIZATION

ARTICLE 65: 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	\$140,000	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

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

STABILIZATION FUND

ARTICLE 66: 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: \$400,000.

THE FINANCE COMMITTEE HAS NO RECOMMENDATION PENDING FURTHER INFORMATION. VOTE: YES-8, NO-0

OPEB TRUST 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 OPEB Trust Fund, and to act fully thereon. By the request of the Board of Selectmen. Estimated cost: \$500,000

THE FINANCE COMMITTEE HAS NO RECOMMENDATION PENDING FURTHER INFORMATION. VOTE: YES-8, NO-0

FUND PRIOR YEAR'S UNPAID BILLS

ARTICLE 68: 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)

THE FINANCE COMMITTEE HAS NO RECOMMENDATION PENDING FURTHER INFORMATION. VOTE: YES-8, NO-0

CUSTOMARY

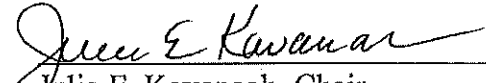
HERRING FISHERIES

ARTICLE 69: To see what action the Town will take in regard to the Herring Fisheries and to act fully thereon. Customary Article.

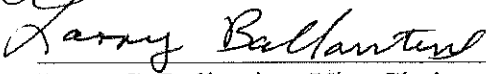
THE FINANCE COMMITTEE RECOMMENDS THIS ARTICLE BE ACCEPTED AND ADOPTED. VOTE: YES-8, NO-0

Hereof fail not to make return of the Warrant with your doings thereon at the time and place of said meeting.

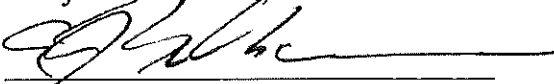
Given under our hands this 11th day of March, 2019



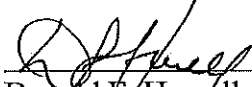
Julie E. Kavanagh, Chair




Larry G. Ballantine, Vice Chair



Edward J. McManus, Clerk



Donald F. Howell



Michael D. MacAskill

BOARD OF SELECTMEN

A true copy Attest:

Constable

**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 _____


2. 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?

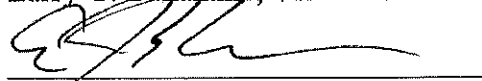
YES _____ NO _____

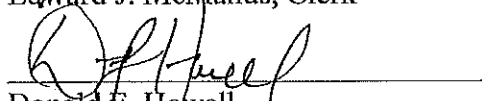
Hereof fail not to make return of the Warrant with your doings thereon at the time and place of said meeting.

Given under our hands this 18th day of March, 2019


Julie E. Kavanagh, Chair


Larry G. Ballantine, Vice Chair


Edward J. McManus, Clerk


Donald F. Howell

Michael D. MacAskill

BOARD OF SELECTMEN

A true copy Attest:

Constable

BUDGET FY 2020 REVENUES	Town Meeting				
	Actual FY2017	Actual FY2018	Budget FY2019	Budget FY2020	% Change
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	1,100,000	1.9%
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	13,180,760	-2.7%
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	639,034	69.0%
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	720,295	-1.7%
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	\$69,973,524	11.2%

<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	3,626	3,800	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	106,974	3.6%
23	Sub-Total	309,042	336,131	359,446	388,559	8.1%
24	VACATION & SICK LEAVE BUY BACK			47,590	97,229	104.3%
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	-	-	100.0%
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%

<u>TOWN OPERATION BUDGET 2020</u>		Actual	Actual	Voted Budget	Town Meeting	PCT
		FY2017	FY2018	FY2019	Budget	CHANGE
					FY2020	
41	CONSTABLE S & W	250	356	708	708	0.0%
42	TOWN CLERK - S&W	213,478	202,280	230,930	248,643	7.7%
43	TOWN CLERK - EXP	48,008	30,684	41,322	37,368	-9.6%
44	Sub-Total	261,486	232,964	272,252	286,011	5.1%
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	3,907,125	2.1%
65	POLICE - EXP	313,061	544,305	570,476	569,514	-0.2%
66	POLICE - CAP OUTLAY	165,151	121,482	126,000	88,512	-29.8%
67	Sub-Total	3,536,521	4,049,992	4,521,784	4,565,152	1.0%
68	FIRE - S&W	3,297,282	3,353,682	3,870,083	3,987,157	3.0%
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	4,437,918	3.5%
72	AMBULANCE - S&W	143,001	112,767	169,389	168,750	-0.4%
73	EMS - EXP	129,183	136,314	119,536	122,495	2.5%
74	Sub-Total	272,184	249,081	288,925	291,245	0.8%
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%

<u>TOWN OPERATION BUDGET 2020</u>		Actual	Actual	Voted Budget	Town Meeting	PCT
		FY2017	FY2018	FY2019	Budget	CHANGE
					FY2020	
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%
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	112,310	-37.9%
89	TOWN ENGINEER - EXP	17,738	9,831	25,670	65,670	155.8%
90	Sub-Total	187,923	184,088	206,530	177,980	-13.8%
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	2,946,182	9.5%
93	Sub-Total	4,734,087	4,997,081	5,281,632	5,670,776	7.4%
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	125,000 100,000	78.6% 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	125,263	-6.9%
115	DISABILTY 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%

TOWN OPERATION BUDGET 2020		Actual FY2017	Actual FY2018	Voted Budget FY2019	Town Meeting Budget FY2020	PCT CHANGE
120	RECREATION - SEASONAL - S&W	175,732	174,725	215,988	228,507	5.8%
121	RECREATION - S&W	212,853	228,268	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%
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	25,156,550	5.4%
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 COD 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	4,790,067	0.2%
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	40,520,883	7.8%
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	24,265,940	4.2%
155	Capital/ other	224,723	224,723	260,038	223,794	-13.9%
156	Transportation	412,558	412,558	430,896	495,663	15.0%
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%
159	TOTAL MRSD ASSESMENT	24,058,301	24,058,301	25,609,390	26,643,415	4.04%
160	TOTAL	57,363,112	58,152,946	65,241,655	69,956,496	7.2%
	Reconciliation to Article 5:					
	Total from line 160				\$ 69,956,496	
	Less:					

<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>
State & County Assessments				702,047	
Overlay				460,000	
Wastewater/Sewer				225,000	
Cape Cod Technical High School				2,332,198	
Monomoy Regional School District				26,643,415	
Total Reductions				30,362,660	
Article 4				\$ 39,593,836	

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		
ADMINISTRATION														
Admin	Harwich Center ADA Sidewalk Project	11	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	12	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	4	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		
ADMIN SUB-TOTAL					\$ -	\$ 110,000	\$ 1,983,500	\$ 474,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000		
CEMETERY														
Cemetery	Pet Burial Ground completion (Finalize & Reimbursement) \$57K and \$74K	59	Pet Revolv.		\$ 131,000	\$ 131,000								
Cemetery	Arbortuin Project Cemetery Mapping and Software	82	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	45	CPC	\$ 100,000	\$ 100,000	\$ 100,000	\$ -							
CONSERVATION SUB-TOTAL				\$ 100,000	\$ 100,000	\$ 100,000	\$ -	\$ 250,000	\$ -	\$ -	\$ -	\$ -		
ENGINEERING														
Engineering	MS4 Municipal Surface Drainage Plan and Improvements	4	Oper.Bud.		\$ 40,000	\$ 40,000	\$ 100,000	\$ 100,000	\$ 100,000					
Engineering	Crossing Lights - Depot Street North	40	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	11	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	11	FC		\$ 20,000	\$ 20,000		\$ -						
Facility Main.-DPW	Highway Barn Metal Roof- Insulation	12	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)	11	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)	11	FC		\$ 5,000	\$ 5,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Fire	Auto Extracation Equipment - (Federal/State Grant Funded Portion)	11	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)				\$ -	\$ -	\$ 380,000	\$ -	\$ -	\$ -	\$ -	\$ -
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	29	Golf Improv.		\$ 35,000	\$ 35,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Golf	Bunker Renovation (Various Locations on course)	30	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)	4	Golf Budget		\$ 50,000	\$ 50,000	\$ 10,000	\$ -	\$ -	\$ -	\$ -	\$ -
Golf	Various Mowing Equipment per Lease	4	Golf Budget		\$ 87,050	\$ 87,050	\$ 87,050	\$ 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
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	12	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)	12	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 Dredging				\$ -	\$ -	\$ -	\$ -	\$ -	\$ 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	\$ 550,000	\$ 1,540,000
LIBRARY												
Library	Library Interior Modifications/Renovations				\$ -	\$ -	\$ 40,000	\$ -	\$ -	\$ 150,000	\$ -	\$ -
Library	Brooks Library Sidewalk Repair and Streetscape (Part of Restoration)	12	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.)	42	CPC-Housing	\$ 340,000	\$ 340,000	\$ 340,000	TBD	TBD	TBD	TBD	TBD	TBD
Planning	Local Comprehensive Plan Update	27	GRANTS		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Planning	Local Comprehensive Plan Update	27	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)	11	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	11	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

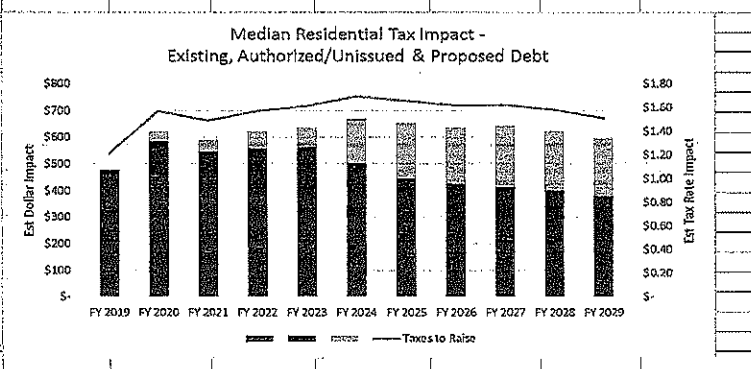
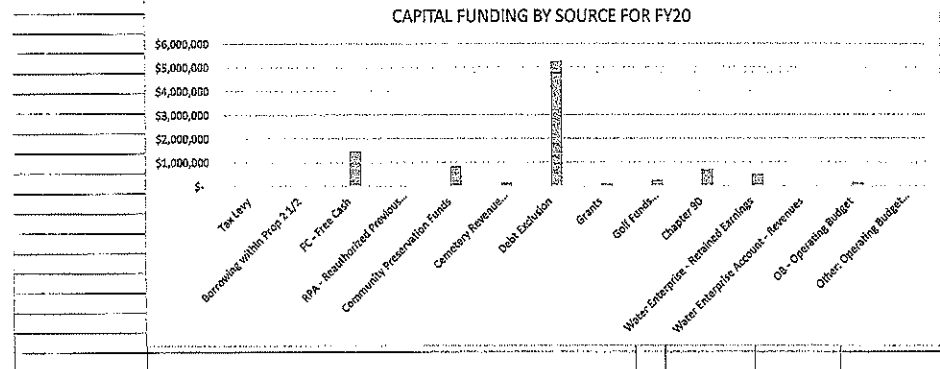
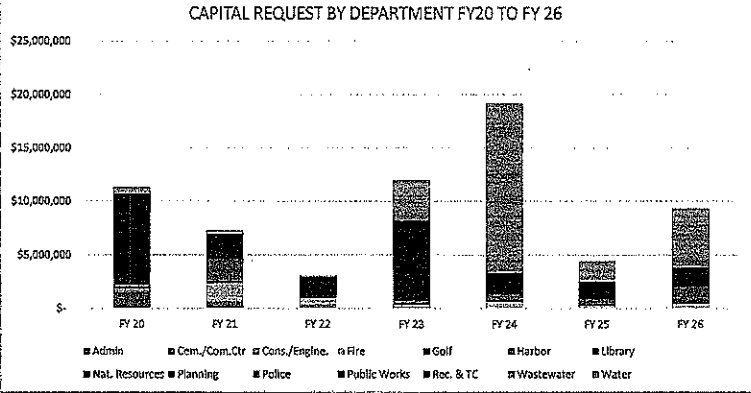
APPENDIX C - CAPITAL PLAN

Department	Project	ATM Funding		CPC	COC Rec	FY 20	FY 21	FY 22	FY 23	FY 24	FY 25	FY 26
		#	Source	Approved	TA Rec							
PUBLIC WORKS												
Public Works	5 Year Road Maintenance Plan	22	DE		\$ 700,000	\$ 1,400,000	\$ 1,400,000	\$ 1,400,000	\$ 1,400,000	\$ 1,400,000	\$ 1,400,000	\$ 1,400,000
			Ch. 90		\$ 700,000							
Public Works	West Harwich Route 28 Design(\$125K in FY 20 & Construction via Fed Funds)		Incl. in 5-Yr Pl.		\$ -			\$ -	\$ 50,000			
	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)	20	DE		\$ 4,560,475	\$ 5,560,475						
	(\$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	21	FC		\$ 90,475	\$ 90,475						
Public Works	Ford F-350 Dump Truck - #42	19	FC		\$ 80,000	\$ 80,000						
Public Works	PUP Trailer	19	FC		\$ 40,000	\$ 40,000						
Public Works	2 - C&D Trailers (\$75,000 each)	19	FC		\$ 150,000	\$ 150,000						
Public Works	Johnston Sweeper Body and Pony Motor - Highway #30	19	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
REC & YOUTH												
Rec & Youth	Town Beach Lifeguard Stands	40	CPC-Rec	\$ 37,950	\$ 37,950	\$ 37,950						
Rec & Youth	Pleasant Road Beach Parking Lot Paving/Overlay	12	FC		\$ 112,000	\$ 112,000	\$ -	\$ -		\$ -		
Rec & Youth	Sand Pond Restrooms and Playground Improvements	43	CPC-Rec	\$ 125,000	\$ 125,000	\$ 125,000	TBD			\$ -		
Rec & Youth	Whitehouse Field Scoreboard Replacement/Safety Netting	44	CPC-Rec	\$ 55,000	\$ 55,000	\$ 55,000						
Rec & Youth	Red River Beach Bulkhead (22) and Restroom Renovations (23)							TBD	\$ 125,000			
Rec & Youth	Caboon 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			CWMP PHASE 3		
Wastewater	Harwich Wastewater Treatment Plant DN (2026) & DC (2027)				\$ -	\$ -	\$ -					\$ 4,000,000
Wastewater	Wastewater Project Manager				\$ -	\$ 100,000						
Wastewater	Wastewater Project Manager	8	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)	14	W.Transfer		\$ 100,000	\$ 100,000						
Water	Pleasant Lake Tank - Fill Pipe Replacement	16	Water RE		\$ 300,000	\$ 300,000	\$ -					
Water	T1 Generator at Main Treatment Facility	17	Water RE		\$ 65,000	\$ 65,000						
Water	Purchase John Deer 35D	15	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	18	Water RE		\$ 76,551	\$ 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	
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	\$ 10,540,569
					Under \$50K	\$ 221,260						
Non-Town/Private	CPC Applications											
Brooks Academy	Brooks Academy Museum Improvements Phase 1	41	CPC	\$ 130,000	\$ 130,000	\$ 130,000						
CDP	Cape Housing Institute	40	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	ATH Funding		CPC	COC Rec	FY 20		FY 21		FY 22		FY 23		FY 24		FY 25		FY 26		
		#	Source	Approved	TA Rec															
Funding Summary	Funding Summary																			
	Tax Levy				\$ -	\$ 1,383,500	\$ 474,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 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	\$ 1,680,000	\$ 568,225	\$ 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	\$ 2,000,000	\$ 15,000	\$ 200,000	\$ 540,000	\$ 550,000	\$ 1,540,000								
	Grants				\$ 95,000	\$ 90,000	\$ 40,000	\$ -	\$ -	\$ 150,000	\$ -	\$ -								
	Golf Funds (Maintenance/Operating/Etc)				\$ 247,050	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -								
	Chapter 90				\$ 700,000	\$ 540,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -								
	Water Enterprise - Retained Earnings				\$ 505,551	\$ 41,310	\$ 14,910	\$ 30,000	\$ 40,000	\$ 61,000	\$ 15,000	\$ 35,000								
	Water Enterprise Account - Revenues				\$ -	\$ 7,445,950	\$ 2,355,000	\$ 1,725,000	\$ 7,370,000	\$ 1,725,000	\$ 1,720,000	\$ 1,755,000								
	OB - Operating Budget				\$ 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				\$ 9,423,735	\$ 505,551	\$ 250,000	\$ 150,000	\$ 2,625,000	\$ 175,000	\$ 1,825,000	\$ 1,500,000								
	Variance				\$ -	\$ 11,579,785	\$ 7,520,565	\$ 3,525,010	\$ 12,397,050	\$ 19,624,686	\$ 4,655,000	\$ 10,540,969								

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 Asses. \$260,748 Plus Special Ed Transition \$175K	\$ 435,748		Open Sp. \$ 335,716
Snow and Ice	\$ 325,000		Historic \$ 412,044
OPEB	\$ 500,000		Housing \$ 480,295
Cultural Center Operations Subsidy	\$ 125,000		TOTAL \$ 2,218,982
Stabilization	\$ 384,000		REQUEST TOTALS
Chamber of Commerce	\$ 30,000		UND./Rec. \$ 344,950
Libraries	\$ 20,000		Open Sp. \$ -
Cultural Council	\$ 3,600		Historic \$ 130,000
Operating Small Capital Items \$50,000 plus Wastewater County Fund \$100K	\$ 150,000		Housing \$ 347,500
Pleasant Bay Grant(Article S1) & Prior Years Unpaid Bills(Article 70)	\$ 35,170		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



Cemetery Administrator's
Monthly Report March 2019

Reviewed Town Meeting Articles with Cemetery Commission;

Town Meeting Article #31 "Amendment to Cemetery Rules and Regulations." The Cemetery Commission is requesting amendments to the Town's Rules and Regulations. The addition to existing rules under III Cemetery Lots: number (10) to be added at end of paragraph. All Christmas decorations must be removed by January 31st; anything left on the grave will be removed by the cemetery personnel. Adding number (11.) Items left at or on the lots after burial will be removed after one week. Adding number (12) The above Rules will be strictly enforced. The Cemetery Commissioners researched other Town's Rules and Regulations for removal dates and, quoting the Town of Yarmouth's website "Beginning February 1st all Holiday and Christmas decorations will be removed from the cemetery's." Town of Barnstable Rules and Regulations, "Natural Wreaths and Christmas greens shall be allowed from December 1st to February 1st." as well as any "Funeral floral arrangements shall be removed by cemeteries staff seven (7) days following their placement." At a meeting of the Cemetery Commission on March 5th the Commission voted to change the wording of item # 10 from Christmas to Holiday Decorations and to remove both item #11 and #12, it was a unanimous vote. Reasons for removal of decorations are that some of Holiday Decorations often contain artificial berries in which birds digest and become ill. In addition, items that are left on the grave have blown off during winter storms and end up in the ponds and woods that surround the cemeteries. These decorations are of concern to our wildlife. Amy Usowski the Conservation Administrator sent the following email about holiday decorations. "Just wanted to let you know that as Conservation Administrator, I am in support of removal of holiday decorations by January 31 each year from the cemeteries for environmental reasons. Many of our town's cemeteries have or abut sensitive wetland resource areas and other natural environments. Materials that are not picked up tend to find their way into these natural areas. I fully support and appreciate that people wish to place items for the holidays, but agree that they should be picked up in a timely manner, if only as the decorations don't become debris that could contribute to degradation of our natural resources." We are changing the cemetery office address, now located at the Community Center, 100 Oak Street. Cemetery office is no longer located @ ~~273 Queen Anne Road.~~ We are also removing Harwich Center Cemetery ~~Harwich Center Cemetery, 686 Main Street, AKA Congregational Church Yard Cemetery~~ and under IV Markers, Headstones, Monuments number (2) remove, Harwich Center Cemetery Cremation Lot (Size) one flush marker measuring 8" x 6" with 6" x 4" bronze plaque. Removal of Harwich Center Cemetery from Town Cemetery list as it is owned by the Congregational Church.

Town Meeting Article #32 "Cemetery Arboretum Project – Mapping and Software." Island Pond Arboretum project; we continue to research our residents biography information for the tours, updating all the cemetery lot information to include dates of death and locations within the cemetery property, this data will then be imported into cemetery software so that it can be accessed on the Mobile App or on personnel computer. I Created a PowerPoint presentation for the Men's Breakfast for March 8th and the Women's Breakfast on March 22 in coordination with the Council on Aging.

Continued to work with individuals who will be partnering with the Cemetery Commission on upcoming grant application. Met with Amy Usowski, Conservation Agent and David Crispin, BSC Group

on recommendation for improvements for the Island Pond Arboretum ten year plan. We will be using the previous grant report done by Conservation Trust titled the Island Pond Management Plan. Creation of the new plan for the Island Pond Arboretum written by Cemetery Administrator was updated with help from Amy Usowski and Jim Donovan, Conservation Commissioner by building on the current goals and objectives with additional recommendations. Meeting with Marc Smith, Monomoy Regional School Curriculum Director on Social Studies Standards with a Direct Connection, for studies in History, Geography, Reading and Mapping, Migrations and Cultures, Plants and Animals, Diverse life Cycles and Environmental Studies. Need statement for grant was updated by Diane DiGennaro and we would like to thank her for all her help. Meeting at the Barnstable County Resource Development Office to work with Bobbi Moritz and her team on grant proposals.

Town Meeting Article # 58 to "Establish Pet Burial Ground Revolving Account." Revenue collecting for sale of lots and all pet burial services and fees. The use of the fund is for maintenance, improvements, care and support of pet burial ground.

Town Meeting Article #59 "Complete the Construction of Pet Burial Ground." With the money collected into the Pet Burial Ground Revolving Account we will repay the Town \$70,280 that was previously spent on construction and \$60,720 to finish the walkway, put down lot markers, purchase benches, barrels and pet waste system.

Meeting with Janet Cassidy, Museum Director of Brooks Academy to set up tours for the summer. June 23rd Pine Grove Cemetery Tour and July 14th Island Pond Cemetery and Arboretum Walk.

Four new cemetery lots were sold; Rickett's in Island Pond, Robertson in Evergreen, Brezinski and Pearce in Island Pond all of these lots were sold for an at need burial.

All Cape Fence completed removal of old fence and new installation of pressure treated fence at the Old Methodist Cemetery AKA Old Indian Cemetery on Queen Anne Road.

Our annual preplanning seminar and luncheon will be in Monday June 10. You must contact the Council on Aging office 508-430-7550 and make reservation to attend. We are currently working on speakers.

If you would like more information please contact my office rkelly@town.harwich.ma.us or 508-430-7549.

Respectfully Submitted

Robbin Kelley
Cemetery Administrator