

**BOARD OF WATER & WASTEWATER COMMISSIONER'S
MEETING AGENDA***
Harwich Water Department, 196 Chatham Road, Harwich MA
Friday, May 3, 2024
3:00 p.m.

**As required by Open Meeting Law, you are hereby informed that the Town will be video and audio taping as well as 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
- III. PUBLIC COMMENTS / ANNOUNCEMENTS
- IV. CONSENT AGENDA
 - A. Minutes
 - 1. April 23, 2024
- V. ABATEMENTS
- VI. OLD BUSINESS
 - A. 61 Shore Rd- Violation
 - B. 203 Bank St- Harwich Fire Association; Donation Request
- VII. NEW BUSINESS
 - A. FY24 Budget- Update
 - B. Waterworks Consulting LLC- Vote to Approve Contract
 - C. Warrant Articles
 - D. CWMP Questions - Point of Contact
 - E. 328 Bank St Incident- Update
- VIII. SUPERINTENDENT'S REPORT
- IX. COMMISSIONER'S REPORT
- X. CORRESPONDENCE / ANY OTHER BUSINESS
- XI. NEXT MEETING: TBD
- XII. ADJOURNMENT

**Per the Attorney General's Office: The Board of Water Commissioners may hold an open session for topics not reasonably anticipated by the Chair 48 hours in advance of the meeting following "New Business."*

If you are deaf or hard of hearing or are a person with a disability who requires an accommodation, contact the Water Department Office at 508-432-0304 x.0 or by email at customerservice@harwichwater.com.

Authorized Posting Officer:

Town Posting Date: _____

Tracey Alves | Board Secretary

_____ | Town Clerk

- IV. CONSENT AGENDA
- A. Minutes
- 1. April 23, 2024

- VI. OLD BUSINESS
- A. 61 Shore Rd- Violation

Accounts

Account: 07640

61 SHORE RD. %% IRRIGATION WELL

4/22/24 WATER SERVICE APPLICATION RECEIVED (AFTER CONTRACTOR HAD ALREADY INSTALLED THEIR OWN SERVICE?) / APP IS IN FRONT DESK BOTTOM INBOX

4/22/24 PASTORE EXCAVATION CALLED ASKING FOR AN INSPECTION OF THE WATER LINE FROM THE CURB TO THE HOUSE? DISPATCHED TECH TO SEE WHAT'S HAPPENING. WM / JASON E FOUND THAT THEY TAPPED OUR CURB AND INSTALLED A SERVICE. STEVE H. WILL CALL BANNON AND IT WILL GO BEFORE THE BOWWC FOR A TAMPERING FINE. WM

4/8/24 HYDRANT METER REQUESTED FOR POOL CONSTRUCTION PER DAN FROM BANNON CUSTOM BUILDING. WM / HE CALLED BACK TO CANCEL REQUEST. THEY WILL GET A PUMPER TRUCK.

5/1/23 WE GOT METER / RELEASED CUT AND CAP LETTER TO:
@BANNONBUILDERS.COM

4/27/23 John will follow-up after we remove meter for letter of completion and/or sign-off on the demo permit.

4/26/23 SENT EMAIL RE ARRANGING ACCESS TO GET METER./ OWNER WILL HAVE BUILDER CALL US.

4/20/23 CUT AND CAP IS COMPLETE. STILL NEED TO GET METER.

4/5/23 REMOVE ALL FOR DEMO REQUEST. 4/3-4/17

12/22/21 FINAL 01378443

12/14/21 FINAL READ REQUEST. READ DATE 12/23

12/10/21 MARKED.

12/9/21 MARK OUT REQUESTED BY ENGINEERING WORKS INC FOR TEST HOLES.

8/28/19 CHANGED METER. 3446240

8/14/19 SET FOR 8/28 PM

7/11/19 MAIL RETURNED. FORWARDED.

3/18/19 PROCESSED PAYMENT. WM

7/31/18 PRORATION CHARGE BILLED IN ERROR. WILL ABATE.

4/13/18 RECEIVED STIP FORM. SENT RECEIPT. WM

10/28/15 CHANGED METER WASHERS. TA

10/27/15 DRIP AT METER. SC

DATE	CODE	READING	USAGE	AMOUNT	BALANCE
04/05/2005	1			72.75-	.00
03/16/2005	10	2323000	28000	72.75	72.75
10/18/2004	1			121.85-	.00
09/24/2004	10	2295000	46000	121.85	121.85
04/07/2004	1			58.75-	.00
03/09/2004	10	2249000	20000	58.75	58.75
10/09/2003	1			93.35-	.00
09/26/2003	10	2229000	36000	93.35	93.35
04/22/2003	1			33.75-	.00
03/26/2003	10	2193000	20000	33.75	33.75
10/22/2002	1			113.65-	.00
10/04/2002	10	2173000	61000	113.65	113.65
05/30/2002	1			74.80-	.00
05/06/2002	10	2112000	42000	74.80	74.80
01/22/2002	1			102.90-	.00
11/28/2001	10	2070000	56000	102.90	102.90
03/28/2001	1			100.75-	.00
02/13/2001	10	2014000	55000	100.75	100.75

VI. OLD BUSINESS

B. 203 Bank St- Harwich Fire Association; Donation Request

THE HARWICH FIRE ASSOCIATION, INC.

"Serving our community since 1929"

April 17, 2024

Board of Water Commissioners
Harwich Water/Waste Department
196 Chatham Road
Harwich, Ma. 02645

Dear Commissioners;

I would like to bring you up to date on a great community project being done by the Harwich Fire Association in conjunction with the Harwich Conservation Trust. Both are non-profit 501C3 organizations. First, I would like to express our gratitude for your assistance in providing our domestic water service, as well as a 2" proposed fire protection (R-13) system. This project at the Old Bank Street Fire House is located at 203 Bank Street in Harwichport. We had a vision of finding an appropriate home for the first Motorized Fire Truck Harwich purchased in 1927. We were able to find and completely restore the 1927 Maxim Motors fire truck. The truck is presently stored behind the Public Safety Complex on Sisson Road. From this vision we expanded our idea after meeting with Mike Lach and Tom Evans from the Conservation Trust. A joint venture evolved to purchase the Old Fire House and restore the Bank Street Bogs. Both are treasured pieces of Harwich history. The vision grew to offer much needed work force housing, consisting of three single bedroom apartments on the second floor of the building. The

first floor will house the antique Fire Truck and provide an area for historic memorabilia about not only the Harwich Fire Department, but also other Cod Fire Departments. There will be space for community events, both by the Conservation Trust, and the Harwich Fire Association. As the recently retired Harwich Fire Chief, as well as having memories beginning my career at this Fire House in 1977, I have enjoyed being the "Project Manager". We have hundreds of hours of "sweat equity" into bringing this vision of restoring the Fire House to the finish line. We are grateful for the help of the town with Housing Trust funds as well as CPC funds to reach our goal of raising 1.2 million dollars. We had a revised decision from the Building Commissioner that the 2" Fire Sprinkler supply would not be acceptable. A Full Sprinkler system is now required. I respectfully ask for your consideration helping the Fire Association with providing the 4" supply main into the Old Fire House to meet the requirements of the recently revised system. We believe that this is a one of a kind joint venture with Harwich Conservation Trust and a Fire Association to recreate a historic Fire House and restore 66 acers of old cranberry bogs to their pre-bog condition providing a wonderful experience for the people and visitors in Harwich.

Respectfully;


Chief Norm Clarke (retired)

Old Bank Street Fire House Project Manager

Accounts

Account: 10140

HARWICH FIRE ASSOC. 203 BANK ST ## FS

4/23/24 REQUEST FOR DONATION RECEIVED. REVIEWED BY BOWWC, THE FIRE ASSOCIATION IS ASKING FOR A DONATION OF APPROX \$7300 WORTH OF MATERIALS THAT WOULD NEED TO BE ORDERED PLUS REQUEST FOR \$3050 TAPPING FEE AND APP FEE TO BE WAIVED.

12/13/23 LEFT MESSAGE ABOUT SHUTTING BOTH OFF FOR THE WINTER. WM
10/6/23 BRUCE YOUNG WILL CALL BACK TO HAVE BOTH THE DOMESTIC AND FIRE SERVICE SHUT OFF FOR THE WINTER. THE INTERNAL FIRE SYSTEM HAS NOT BEEN INSTALLED YET. WM
8/2/23 INSTALLED 2" FIRE SERVICE AND TURNED ON.

5/17/23 DONATION REQUEST. PER BOWWC TAPPING, APP, AND LABOR FEES ARE WAIVED. WE WILL JUST INVOICE FOR MATERIALS.



FERGUSON WATERWORKS #773
 351 WHITES PATH
 SOUTH YARMOUTH, MA 02664-2312

Phone: 508-430-1696
 Fax: 508-430-2657

Deliver To: From: Matt Gravina Comments:

12:52:58 MAR 22 2024

Page 1 of 1

FERGUSON WATERWORKS #576
 Order Confirmation
 Phone: 508-430-1696
 Fax: 508-430-2657

Order No: 1213510
 Order Date: 03/22/24
 Writer: MG

Req Date: 12/30/24

Ship Via: OUR TRUCK
 Terms: NET 10TH PROX

Sold To: ROBERT B OUR CO INC
 PO BOX 1539
 HARWICH, MA 02645

Ship To: ROBERT B OUR CO INC
 24 GREAT WESTERN ROAD
 HARWICH, MA 02645

Cust PO#: NON PROFIT DISCOUNT

Job Name: HARWICH, MA

Item	Description	Quantity	Net Price	UM	Total
S66209050600000	8X6 SS TAPN SLV 8.99-9.45	1	673.730	EA	673.73
MT236219UOL	6 MJ RW OL TAPN VLV FULL DI	1	1410.620	EA	1410.62
DMJRLAUP	DOM 6X4 MJ C153 RED L/A	1	105.800	EA	105.80
DI52SJPU	6 CL52 DI SJ PIPE	36	28.960	FT	1042.56
FPPPU	4X6'0 FLGXPE CL BT DI SPL	1	543.600	EA	543.60
TAPBFPCPK	4X2 DI C110 TAP BLND FLG PC	1	97.910	EA	97.91
FNWNBGS41RF8P	4 304 SS 150# RR FF 1/8 FLG PKG	1	30.760	EA	30.76
BATRF10	3/4X10 BLK PLN ATR	20	2.840	FT	56.80
N455F	3/4 BLK SOC CLMP WSHR	2	3.200	EA	6.40
FNWFLWZ34	3/4 X 2 FLT WSHR ZN 25PK	1	7.330	PK	7.33
FNWHHNGAZ34	3/4 10 HH NUT ZN A563 GR A 12PK	1	6.770	PK	6.77
BGRE5T56SNF	#56-S DOM NO FLG TOP SECT	1	113.890	EA	113.89
BBIB5B64SWSSC	36 SLIP VLV BX BOT SECT	1	125.570	EA	125.57
BGRE5LWRD	DOM CI 5-1/4 RND LID WTR	1	28.060	EA	28.06
DI52SJPP	4 CL52 DI SJ PIPE	108	37.690	FT	4070.52
----	NON PROFIT DISCOUNT				-1000.00

Net Total: \$7320.32
 Tax: \$0.00
 Freight: \$0.00
 Total: \$7320.32

WARRANTY PROVISIONS

The purchaser's sole and exclusive warranty is that provided by the manufacturer, if any. Seller makes no express or implied warranties. SELLER DISCLAIMS ALL EXPRESS OR IMPLIED WARRANTIES INCLUDING ALL IMPLIED WARRANTIES OF MERCHANTABILITY AND FITNESS OR FITNESS FOR A PARTICULAR PURPOSE. IN NO EVENT WILL SELLER BE LIABLE FOR ANY INCIDENTAL, PUNITIVE, SPECIAL OR CONSEQUENTIAL DAMAGES ARISING DIRECTLY OR INDIRECTLY FROM THE OPERATION OR USE OF THE PRODUCT. SELLER'S LIABILITY, IF ANY, SHALL BE LIMITED TO THE NET SALES PRICE RECEIVED BY SELLER. Complete Terms and Conditions are available upon request or can be viewed on the web at <https://www.ferguson.com/content/website-info/terms-of-sale>

LEAD LAW WARNING: It is illegal to install products that are not "lead free" in accordance with US Federal or other applicable law in potable water systems anticipated for human consumption. Products with *NP in the description are NOT lead free and can only be installed in non-potable applications. Buyer is solely responsible for product selection.



HOW ARE WE DOING? WE WANT YOUR FEEDBACK!

Scan the QR code or use the link below to complete a survey about your orders:

<https://survey.medallia.com/?bidsorder&fc=773&on=6486>



FIRE SERVICE APPLICATION

Harwich Water & Wastewater Department
196 Chatham Road, Harwich MA 02645
P: 508-432-0304 | customerservice@harwichwater.com

SERVICE# _____

Location: _____ EST Start Date: _____

Map/Parcel/Lot: _____ Contractor Name: _____

Owner Name: _____ Field Contact Name: _____

Billing Address: _____ Field Contact Phone: _____

City, State, Zip: _____ Inspector Name: _____

Phone: _____ Inspector Phone: _____

Email: _____

SITE VISIT IS REQUIRED AT START OF PROJECT. PLEASE CONTACT OUR OFFICE 1-WEEK PRIOR TO SCHEDULED START DATE.

\$50 APPLICATION FEE + SYSTEM DEVELOPMENT FEE TO BE BILLED

__ 2" Tap \$1,000 __ 4" Tap \$2,000 **__ 6" Tap \$3,000** __ 8"+ Call for a Quote

APPLICATION DOCUMENTS REQUIRED

- | | |
|---|---|
| <input type="checkbox"/> Application PG 1 | <input type="checkbox"/> Trench Permit PG 2 REQUIRED MASS.GOV/ORGS/TRENCHES |
| <input type="checkbox"/> Engineered Site Plan DRAWN TO IDENTIFIED SCALE | <input type="checkbox"/> Backflow Device Design Data Sheet PG 3 |
| <input type="checkbox"/> Road Cut Permit SIGNED BY DPW | <input type="checkbox"/> Approved Installer & Inspector REQUIRED |
| | APPROVED INSTALLERS LIST APPROVED INSPECTORS LIST |

SUBMIT PDF BY EMAIL TO CUSTOMERSERVICE@HARWICHWATER.COM, HAND DELIVER OR MAIL TO 196 CHATHAM RD, HARWICH MA 02645

MUNICIPAL WATER SYSTEM CONNECTION

- Town water must be available on the road where lot is located.
- Lot must have sufficient frontage on road in order to install water service.
- Application fee(s) will be billed and must be paid prior to service activation request.
- By legislation of the Commonwealth of Massachusetts, no physical connection shall be made between the Town water system and any other source(s) of water supply.
- Installation must comply with [HARWICH WATER DEPARTMENT RULES & REGULATIONS](#).

SERVICE ACTIVATION DOCUMENTS REQUIRED

A packet of the following documents must be received prior to activation and balance must be paid in full.

- | | | |
|---|---------------------------------------|---|
| <input type="checkbox"/> Lab Results (2) CONSECUTIVE ZERO BACTERIA & COLIFORM | <input type="checkbox"/> Ties | OFFICE USE ONLY:
<input type="checkbox"/> Paid Balance VERIFY |
| <input type="checkbox"/> Pressure Test Result | <input type="checkbox"/> Paid Balance | |

AGREEMENT: I hereby apply for a fire sprinkler service at the above noted location. As soon as service is connected to the distribution system, I agree that I will pay for same and abide by all the rules and regulations now enforced or to be established by the Board of Water/Wastewater Commissioners.

Contractor Signature: _____ Date: _____

Department Approval: _____ Date: _____

THE HARWICH FIRE ASSOCIATION, INC - MAY 2023 DONATION			
203 BANK ST DOMESTIC SERVICE 07129	EXPENSE	203 BANK ST 2" FIRE SERVICE 10140	
2" CORPORATION	\$373.51	2" CORPORATION	\$373.51
2" CURBSTOP	\$548.58	2" CURBSTOP	\$548.58
2" MALE ADAPTOR	\$117.16	2" MALE ADAPTOR	\$117.16
2" BRASS 90'S	\$23.12	2" BRASS 90'S	\$23.12
2" IPS BALL VALVE	\$54.93	2" IPS BALL VALVE	\$54.93
LARGE BOTTOM ERIE BOX	\$68.49	LARGE BOTTOM ERIE BOX	\$68.49
30" STAINLESS STEEL ROD	\$40.09	30" STAINLESS STEEL ROD	\$40.09
2" POLY TUBING	\$77.28	2" POLY TUBING	\$77.28
TRACING WIRE/PER FT.	\$28.98	TRACING WIRE/PER FT.	\$28.98
1-1/2" E-CODER WATER METER	\$1,316.30	8-10" X 2" SERVICE SADDLE	\$70.52
Road Patch	\$150.00	Police Detail (4 hr min)	\$244.00
8-10" X 2" SERVICE SADDLE	\$70.52	Application Fee	\$50.00
Police Detail (4 hr min)	\$244.00	2" TAP	\$1,000.00
Application Fee	\$50.00	Installation Labor & Equipment	\$740.00
2" TAP	\$1,000.00		
Installation Labor & Equipment	\$1,480.00		
TOTAL	\$5,642.96	TOTAL	\$3,436.66
WAIVED \$2,530.00 IN TAPPING, LABOR, APP FEES		WAIVED \$1,790.00 IN TAPPING, LABOR, APP FEES	
BILLED FOR MATERIAL AND DETAIL ONLY		BILLED FOR MATERIAL AND DETAIL ONLY	
			TOTAL WAIVED \$4,320.00

- VII. NEW BUSINESS
- A. 328 Bank St Incident- Update

Accounts

Account: 09517

THE ROYAL APARTMENTS LLC 328 BANK ST. FS

FIRE SERVICE IS OFF. DO NOT TURN ON. NEW FIRE SERVICE NEEDED##

4/12/24 On arrival it was found that workers had cut fire sprinkler service which led to its failure. Wide open 6 inch main flooding basement. After a positive shut down it was found that 2- 275 gallon home heating oil tanks and elevator hydraulic oil tank were leaking into water and basement. FD called to evaluate, Steve on site to also evaluate. About 150-200 thousand gallons of water in basement, 5ft. Domestic service was also shut down at this time. Per Steve and Dan, this service is not to be activated again until all service connections are replaced fully. DEP working with contractor and FD to find a solution for getting basement pumped.

4/28/23 HFD CALLED RE: LEAK. DISPATCHED TECH. / HFD CALLED BACK TO SAY THEY ISOLATED THE LEAK AND WE DID NOT HAVE TO RESPOND ANY LONGER / We were not needed. FD called us off before I arrived. The fire line was leaking but the FD shut it off in the building.

3/8/22 GANNON FIRE REPAIRED AND TESTED. PASSED.

3/3/22 ANDY WIL CALL US BACK AFTER HE CONFIRMS REPAIR. WM

2/9/22 DEVICE FAILED. SENT LETTER WITH 14-DAY WINDOW.

1/14/22 MAIL RETURNED. UPDATED ADDRESS AND RESENT.

5/24/21 UNABLE TO TEST FS.

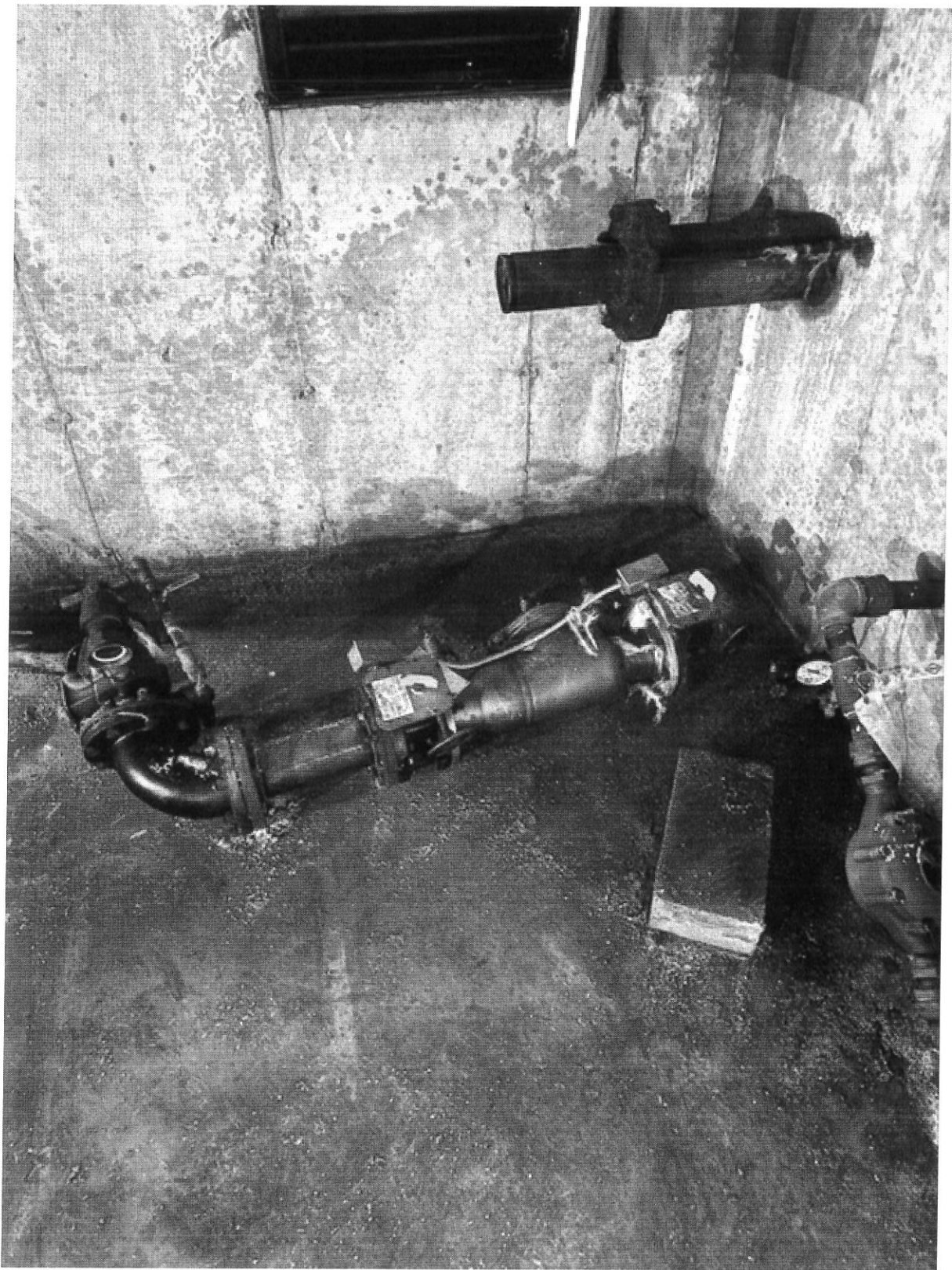
8/26/19 FINAL INVOICE SENT.

8/21/19 FINAL WATER INVOICE REQUEST. TA

4/13/12 VIOLATION LETTER SENT. - UPDATE: DEVICE WILL BE REPLACED NO LATER THAN 4/17.

3/23/12 BACKFLOW FAILED. LETTER SENT.

DATE	CODE	READING	USAGE	AMOUNT	BALANCE
06/01/2005	1			100.00-	.00
04/14/2005	20			100.00	100.00
11/17/2004	1			100.00-	.00
10/14/2004	20			100.00	100.00
05/14/2004	2			500.00-	.00
05/12/2004	40			500.00	500.00



VII. NEW BUSINESS

B. Waterworks Consulting LLC- Vote to Approve Contract

OWNER-ENGINEER AGREEMENT

THIS AGREEMENT made this 3rd day of May in the year Two Thousand and Twenty Four, between WaterWorks Consulting LLC, with a usual place of business at 233 West Elm Street Pembroke, MA 02359, hereinafter called the ENGINEER, and the Town of Harwich, acting by its Board of Water & Wastewater Commissioners, with a usual place of business at 196 Chatham Road Harwich, MA 02645 hereinafter called the OWNER.

The ENGINEER and the OWNER, for the consideration hereinafter named, agree as follows:

1. Scope of Work

The Engineer shall furnish all labor, materials, equipment and insurance to perform all work required for the project known as Water & Wastewater Consulting Services (the Project), in accordance with the Scope of Services set forth in Attachment A.

2. Contract Price

The Owner shall pay the Engineer for the performance of this Agreement, subject to any additions and deductions provided for herein, in current funds, the not to exceed sum of Fifteen Thousand Dollars (\$15,000).

3. Commencement and Completion of Work

- A. It is agreed that time is of the essence of this Agreement. The Engineer shall commence and prosecute the work under this Agreement upon execution hereof and shall complete the work on or before June 30th, 2024.
- B. Time as Essential Condition: It is understood and agreed that the commencement of and completion of the work are essential conditions of this Agreement. It is further agreed that time is of the essence for each and every portion of the Agreement wherein a definite and certain length of time is fixed for the performance of any act whatsoever; and where under the Agreement any additional time is allowed for the completion of any work, the new time fixed by such extension shall be of the essence of this Agreement. It is understood and agreed that the times for the completion of the work are reasonable, taking into consideration the average climatic range and usual industrial conditions prevailing in this locality.
- C. Progress and Completion: Engineer shall commence work promptly upon execution of this Agreement and shall prosecute and complete the work regularly, diligently and uninterruptedly at such a rate of progress as will insure completion within the stipulated number of calendar days.

4. Performance of the Work

A. Direction of the Work: The Engineer shall supervise and direct the Work, using his best skills and attention, which shall not be less than such state of skill and attention generally rendered by the engineering/design profession for projects similar to the Project in scope, difficulty and location. The Engineer shall be solely responsible for coordinating all portions of the Work under the Agreement.

B. Responsibility for the Work:

- (1) The Engineer shall be responsible to the Owner for the acts and omissions of his employees, subcontractors and their agents and employees, and other persons performing any of the Work under a contract with the Engineer. Consistent with the standard of care referenced in paragraph A. above, the Engineer shall be responsible for the professional and technical accuracy and the coordination of all designs, drawings, specifications, estimates and other work or services furnished by him or his consultants and subcontractors. The Engineer shall perform his work under this Agreement in such a competent and professional manner that detail checking and reviewing by the Owner shall not be necessary.
- (2) The Engineer shall not employ additional consultants not named in his proposal to the Owner, nor sublet, assign or transfer any part of his services or obligations under this Agreement without the prior approval and written consent of the Owner. Such written consent shall not in any way relieve the Engineer from his responsibility for the professional and technical accuracy and coordination of all data, designs, drawings, specifications, estimates and other work or services furnished under this Agreement.
- (3) All consultants must be registered and licensed in their respective disciplines if registration and licensure are required under the applicable provisions of Massachusetts law.
- (4) The Engineer and all consultants and subcontractors shall conform their work and services to any guidelines, standards and regulations of any governmental authority applicable to the type of work or services covered by this Agreement, including those of the Massachusetts Highway Department and the Department of Environmental Protection.
- (5) The Engineer shall not be relieved from his obligations to perform the Work in accordance with the requirements of this Agreement either by the activities or duties of the Owner in its administration of the

Agreement, or by inspections, tests or approvals required or performed by persons other than the Engineer.

- (6) Neither the Owner's review, approval or acceptance of, nor payment for any of the work or services performed shall be construed to operate as a waiver of any rights under the Agreement or any cause of action arising out of the performance of the Agreement.

C. Deliverables, Ownership of Documents: One (1) reproducible copy of all drawings, plans, specifications and other documents prepared by the Engineer shall become the property of the Owner upon payment in full therefor to the Engineer. Ownership of stamped drawings and specifications shall not include the Engineer's certification or stamp. Any re-use of such documents without the Engineer's written verification of suitability for the specific purpose intended shall be without liability or legal exposure to the Engineer or to the Engineer's independent professional associates, subcontractors or consultants. Distribution or submission to meet official regulatory requirements or for other purposes in connection with the Project is not to be construed as an act in derogation of the Engineer's rights under this Agreement.

D. Notices, Compliance With Laws:

- (1) The Engineer shall give all notices and comply with all federal, state and local laws, ordinances, rules, regulations and lawful orders of any public authority relating to the performance of the Work. The Engineer shall provide the Owner with reproductions of all permits, licenses and receipts for any fees paid.
- (2) If the Engineer observes that any of the Owner's design schemes, outlines or goals are at variance with applicable laws, statutes, codes and regulations in any respect, he shall promptly notify the Owner in writing, and any necessary changes shall be accomplished by appropriate modification.
- (3) In the performance of the Work, the Engineer shall comply with all applicable federal, state and local laws and regulations, including those relating to workplace and employee safety.

5. Site Information Not Guaranteed; Engineer's Investigation

Upon request of the Engineer, the Owner shall furnish to the Engineer available surveys, data and documents, if any, relating to the area which is the subject of the Scope of Work. All such information, including that relating to subsurface and other conditions, natural phenomena, existing pipes, and other structures is from sources at present available to the Owner. All such information is furnished only for the information and convenience of the Engineer and is not guaranteed. It is agreed and understood that the Owner does not warrant or guarantee that the

subsurface or other conditions, natural phenomena, existing pipes, or other structures will be the same as those indicated in the information furnished, and the Engineer must satisfy himself as to the correctness of such information. If, in the opinion of the Engineer, such information is inadequate, the Engineer may request the Owner's approval to verify such information through the use of consultants or additional exploration. In no case shall the Engineer commence such work without the Owner's prior written consent. Such work shall be compensated as agreed upon by Owner and Engineer.

6. Payments to the Engineer

- A. The Owner shall make payment to the Engineer, monthly, upon approval of the Engineer's requisitions therefor. All requisitions shall be in the same proportionate amount of the Contract Price as the proportion of the work completed to the total scope of work.
- B. If there is a material change in the scope of work, the Owner and the Engineer shall mutually agree to an adjustment in the Contract Price.
- C. If the Owner authorizes the Engineer to perform additional services, the Engineer shall be compensated in an amount mutually agreed upon, in advance, in writing. Except in the case of an emergency, the Engineer shall not perform any additional services until such compensation has been so established.

7. Reimbursement

Except as otherwise included in the Contract Price or otherwise provided for under this Agreement, the Engineer shall be reimbursed by the Owner: (a) at 1.1 times the actual cost to the Engineer of consultants retained to obtain information pursuant to Article 5 hereof or otherwise. No such reimbursement shall be made unless the rates of compensation have been approved, in advance, by the Owner; (b) at 1.1 times the actual cost of additional or specially authorized expense items, as approved by the Owner.

8. Final Payment, Effect

The acceptance of final payment by the Engineer shall constitute a waiver of all claims by the Engineer arising under the Agreement.

9. Terms Required By Law

This Agreement shall be considered to include all terms required to be included in it by the Massachusetts General Laws, and all other laws, as though such terms were set forth in full herein.

10. Indemnification

- A. General Liability: The Engineer shall indemnify and hold harmless the Owner from and against any and all claims, damages, losses, and expenses, including attorney's fees, to the extent arising out of the performance of this Agreement and to the extent the same relate to matters of general commercial liability, when such claims, damages, losses, and expenses are caused, in whole or in part, by the negligent acts or omissions of the Engineer or his employees, agents, subcontractors or representatives.
- B. Professional Liability: The Engineer shall indemnify and hold harmless the Owner from and against any and all claims, damages, losses, and expenses, including attorney's fees, arising out of the performance of this Agreement when such claims, damages, losses, and expenses are caused, in whole or in part, by the negligent acts, negligent errors or omissions of the Engineer or his employees, agents, subcontractors or representatives.
- C. No Limitation of Rights: The indemnification obligation of Engineer under this paragraph 10 is in addition to, and not in limitation of, any other rights and remedies available to the Owner under this Agreement, at law or in equity.

11. Insurance

- A. The Engineer shall at his own expense obtain and maintain a Professional Liability Insurance policy for errors, omissions or negligent acts arising out of the performance of this Agreement in a minimum amount of \$1,000,000.00.
- B. The coverage shall be in force from the time of the agreement to the date when all construction work for the Project is completed and accepted by the Owner. If, however, the policy is a claims made policy, it shall remain in force for a period of six (6) years after completion.

Since this insurance is normally written on a year-to-year basis, the Engineer shall notify the Owner should coverage become unavailable.

- C. The Engineer shall, before commencing performance of this Agreement, provide by insurance for the payment of compensation and the furnishing of other benefits in accordance with M.G.L. c.152, as amended, to all its employees and shall continue such insurance in full force and effect during the term of the Agreement.
- D. The Engineer shall carry insurance in a sufficient amount to assure the restoration of any plans, drawings, computations, field notes or other similar data relating to the work covered by this Agreement in the event of loss or destruction until the final fee payment is made or all data are turned over to the Owner.

- E. The Engineer shall also maintain public liability insurance, including property damage, bodily injury or death, and personal injury and motor vehicle liability insurance against claims for damages because of bodily injury or death of any person or damage to property.
- F. Certificates and any and all renewals substantiating that required insurance coverage is in effect shall be filed with the Agreement. Any cancellation of insurance, whether by the insurers or by the insured, shall not be valid unless written notice thereof is given by the party proposing cancellation to the other party and to the Owner at least fifteen days prior to the intended effective date thereof, which date shall be expressed in said notice.
- G. The Owner reserves the right to modify any conditions of this Article.

12. Notice

All notices required to be given hereunder shall be in writing and delivered to, or mailed first class to, the parties' respective addresses stated above. In the event that immediate notice is required, it may be given by telephone or facsimile, but shall, to the extent possible, be followed by notice in writing in the manner set forth above.

13. Termination

- A. Each party shall have the right to terminate this Agreement in the event of a failure of the other party to comply with the terms of the Agreement. Such termination shall be effective upon seven days' notice to the party in default and the failure within that time of said party to cure its default.
- B. The Owner shall have the right to terminate the Agreement without cause, upon ten (10) days' written notice to the Engineer. In the event that the Agreement is terminated pursuant to this subparagraph, the Engineer shall be reimbursed in accordance with the Agreement for all work performed up to the termination date.

14. Miscellaneous

- A. Royalties and Patents: The Engineer shall pay all applicable royalties and license fees. He shall defend all suits or claims for infringement of any patent rights and shall save the Owner harmless from loss on account thereof, except that the Engineer shall not be responsible to the extent of any loss resulting directly from a particular design, process or the product of a particular manufacturer or manufacturers where the same have been specified solely by the Owner, except that if the Engineer believes or has reason to believe that the design, process or product so specified is or may be an infringement of a patent, he shall be responsible for such loss unless he promptly gives such information to the Owner in writing, and thereafter the Owner insists in writing on the use of the design, process or product specified.

- B. Assignment: The Engineer shall not assign or transfer any of its rights, duties or obligations under this Agreement without the advance written approval of the Owner, in its sole and absolute discretion.
- C. Governing Law: This Agreement shall be governed by and construed in accordance with the law of the Commonwealth of Massachusetts.
- D. Certification of Tax Compliance: By its execution of this Agreement, the Engineer certifies, pursuant to General Laws Chapter 62C, Section 49A and under the pains and penalties of perjury, that it has complied with all laws of the Commonwealth of Massachusetts relating to taxes, reporting of employees and contractors, and withholding and remitting child support.

IN WITNESS WHEREOF, the parties hereto have set their hands and seals, the Owner by its authorized representatives who, however, incur no personal liability by reason of the execution hereof or of anything herein contained, as of the day and year first above written.

CONTRACTOR

By



Daniel R. Pelletier, Manager

TOWN OF HARWICH

By its Board of Water & Wastewater
Commissioners **Over \$50,000**

Gary Carreiro - Chair

Noreen Donahue – Vice Chair

Allin Thompson - Clerk

John Gough - Commissioner

Judith Underwood - Commissioner

Approved as to Availability of Funds:

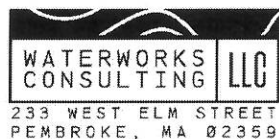
Finance Director

(\$ _____)
Contract Sum

By its Superintendent of Water & Wastewater
Up to \$50,000

Superintendent of Water & Wastewater

Attachment A



May 1st, 2024
Water & Wastewater Department Consulting Services
Harwich, Massachusetts
Page | 1

Board of Water & Wastewater Commissioners
Town of Harwich
196 Chatham Road
Harwich, MA 02645

RE: Proposal for Water & Wastewater Consulting Services

Dear Commissioners,

WaterWorks Consulting LLC is pleased to provide the Town of Harwich Water & Wastewater Department this proposal for on-call consulting services.

Scope of Services

The Harwich Water & Wastewater Department has identified a need for on-call consulting services to support various aspects of the department's day-to-day operation. The services rendered by WaterWorks Consulting LLC are anticipated to include both operational & technical guidance and may vary in complexity. As such, I have classified the following tasks in two categories of work, Technical Consulting Services and On-Call Services.

Technical Consulting Services – Billed hourly per attached rate sheet

- MassDEP After Incident Report – Foam Incident
- MassDEP Water Management Act Permit Compliance
- MassDEP Staffing Report Update
- MassDEP Lead & Copper Rule Revisions Compliance Support
- GIS Support
- Procurement
- Policy Development (grinder pumps, water use restrictions, etc.)
- Finance/Budget/Capital related items
- Harwich – Chatham IMA Coordination
- Other services as requested

On-Call Services - \$300 per week + hourly per attached rate sheet

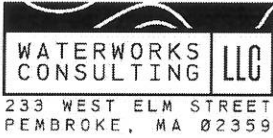
- Respond via phone or in-person (as needed) 24/7 to water treatment & distribution operator inquiries
- Respond via phone or in-person (as needed) 24/7 to sewer collections system operator inquiries
- Respond via phone or in-person (as needed) 24/7 to administrative staff inquiries

Fee

For the basic services outlined above, the Town shall pay WaterWorks Consulting LLC on an hourly basis + On-Call retainer with a not-to-exceed fee of \$15,000 without prior amendment.

WaterWorks Consulting LLC appreciates the opportunity to assist the Harwich Water & Wastewater Department. We look forward to the opportunity to discuss our services with you personally. In the meantime, please feel free to contact Dan Pelletier at 774-722-7963 with any questions or requests for additional information.

Sincerely,



**MUNICIPAL SERVICES SCHEDULE OF FEES
CALENDAR YEAR 2024**

FOR PROPOSAL FOR SERVICES DATED: May 1, 2024

LABOR

	<u>Rate</u>
On-call (HWD Office Hours)	\$175/hr
On-call (After Hours)	\$300 per week + \$175/hr
Technical Consulting Services	\$225/hr

OTHER

Mileage	\$0.67/mile
Outside Services and Subcontractors	Cost Plus 10%
Expenses	Cost Plus 10%

The above rates for technical and support personnel will be charged for actual time worked on the project, including time required for travel from company office to job or meeting site and return.

The above-listed rates are valid for the calendar year in which the work is performed. WaterWorks Consulting LLC reserves the right to modify this rate schedule on an annual basis to reflect changes in employee compensation and Client acknowledges that labor rates may change during the execution of this project.

EXPENSES

- Rental of specialized field or monitoring equipment and vehicle charges based on standard unit prices
- Transportation, lodging and subsistence for out-of-town travel
- Printing, reproduction, plotting, and wide-format scanning
- Express mail and shipping charges
- Personal vehicle travel for projects at IRS rates

INVOICES

WaterWorks Consulting LLC will submit invoices periodically and payment will be due within 30 days from invoice date. WaterWorks Consulting LLC may terminate its services upon 10 days' written notice any time your payment is overdue on this or any other project.

VII. NEW BUSINESS
C. Warrant Articles

**Five Year Capital Outlay Plan
FY 2025 to 2029 DRAFT**

FY25 - FY29 Capital Outlay Plan - Adopted 11-2-23							
Department	Title	FY2025	FY2026	FY2027	FY 2028	FY 2029	Five Year Total
Water Department	Vehicle replacements	270,000					270,000
	<i>Truck 12 replacement - F-150 ext. Cab</i>	60,000					
	<i>Auxiliary Service Truck - F-350/450 w/ onboard air & inverter</i>	150,000					
	<i>Vehicle 15 replacement - F-150 Crew Cab</i>	60,000					
Water Department	Equipment replacements - <i>Purchase Loader</i>	232,000					232,000
Water Department	Paint Pleasant Lake Ave. tank	1,750,000					1,750,000
Water Department	Well Rehabilitation	150,000					150,000
Water Department	Pipe Discontinuity upgrade - <i>Mill Rd & Harbor Rd</i>		1,500,000				1,500,000
Water Department	New Well Construction & Water Treatment Plant Upgrades			3,500,000			3,500,000
Water Department	196 Chatham Road Improvements - Space Building/Garage				1,500,000		1,500,000
	Water Department	2,402,000	1,500,000	3,500,000	1,500,000	0	
Wastewater Department	Collections System Improvements	75,000					75,000
Wastewater Department	Vehicle Replacement		65,000				65,000
	Wastewater Department	75,000	65,000	0	0	0	

FY2025 Water Retained Earnings Capital Funding	
Certified Water RE Balance	\$2,649,233
Vehicle Replacements	\$270,000
Equipment Replacement	\$232,000
Pleasant Lake Tank Painting (Bond 750k)	\$1,000,000
Well Rehabilitation	\$150,000
WTR RE Balance After Capital	\$997,233

FY2025 Wastewater Capital Funding	
Certified WW RE Balance	\$1,114,854
FY24 Correction	\$858,742
Collection System Improvements	\$75,000
RE Contribution	\$100,000
WW RE Balance After Capital	\$81,112

**ANNUAL TOWN MEETING
WARRANT
WITH
RECOMMENDATIONS**



**May 6, 2024
7:00 p.m.
Harwich Community Center
100 Oak Street
Harwich, MA 02645**

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 - 2/3 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 - 2/3 majority.
 - C. To pay unpaid bills - 4/5 majority at the Annual Town Meeting, 9/10 majority at a Special Town Meeting.
 - D. To move the previous question (terminate debate) - 2/3 majority.
- VIII Quorum cannot be questioned after a motion has been made and seconded.

MUNICIPAL FINANCE TERMS

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

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

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

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

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

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

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

MUNICIPAL FINANCE TERMS RELATED TO CAPITAL IMPROVEMENTS

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

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

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

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

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

MUNICIPAL FINANCE TERMS RELATED TO PROPOSITION 2 1/2 TERMS

Chapter 59, Section 21C of the Massachusetts General Laws commonly referred to as Proposition 2 1/2 (Prop. 2 1/2) or the Tax Limiting Law for Cities and Towns in Massachusetts.

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

CONTINGENT APPROPRIATION: An appropriation that authorizes spending for a particular purpose only if subsequently approved in a voter referendum. Under MGL c. 59 § 21C (m), towns may make appropriations from the tax levy, available funds, or borrowing contingent on the subsequent passage of a Proposition 21/2 override or exclusion question for the same purpose. If initially approved at an annual town meeting, voter approval of the contingent appropriation must occur by September 15. Otherwise, the referendum vote must occur within 90 days after the town meeting dissolves. The question may be placed before the voters at more than one election, but if the appropriation is not approved by the applicable deadline, it is null and void. If contingent appropriations are funded through property taxes, DLS cannot approve the tax rate until the related override or exclusion question is resolved or the deadline passes, whichever occurs first.

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

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

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

LEVY LIMIT: A levy limit is one of two types of levy (tax) restrictions imposed by MGL c. 59 § 21C (Proposition 21/2). It states that the real and personal property taxes imposed by a city or town may only grow each year by 2 1/2 percent of the prior year's levy.

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

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

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

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

The entire glossary can be found at:
<https://www.mass.gov/info-details/municipal-governance-training-and-resources>

MOTION CHART Section 1.211
(Application of Rules is indicated by an X)

Motions	Debatable	Non Debatable	Amendable	Non Amendable	Second Amendable Required	Second Not Required	Majority 2/3 Vote	3/4 Vote	May Reconsider	Cannot Reconsider
Adjourn	X		X	X	X	X	X		X	
Adjourn (in a time certain)	X		X	X	X	X	X		X	
Amendment	X		X	X	X	X	X		X	
Adopt a Resolution	X		X	X	X	X	X		X	
Accept & Adopt	X		X	X	X	X	X		X	
Postpone Indefinitely	X		X	X	X	X	X		X	
Previous Question		X			X	X	X			X
Terminate Debate					X	X	X			X
Reconsider ¹	X				X	X	X		X	
Consider Articles	X				X	X	X		X	
Out of Order					X	X	X			X
Point of Order		X			X	X	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 2024 TAX RATE.

TAX RATE CHANGE IN \$/1000	DOLLARS REQUIRED
\$ 0.01	\$95,117
\$ 0.05	\$475,584
\$ 0.10	\$951,167
\$ 0.15	\$1,426,751
\$ 0.20	\$1,902,334
\$ 0.25	\$2,377,918
\$ 0.30	\$2,853,501
\$ 0.35	\$3,329,085
\$ 0.40	\$3,804,669
\$ 0.45	\$4,280,252
\$ 0.50	\$4,755,836
\$ 0.55	\$5,231,419
\$ 0.60	\$5,707,003
\$ 0.65	\$6,182,587
\$ 0.70	\$6,658,170
\$ 0.75	\$7,133,754
\$ 0.80	\$7,609,337
\$ 0.85	\$8,084,921
\$ 0.90	\$8,560,504
\$ 0.95	\$9,036,088
\$ 1.00	\$9,511,672

**COMMONWEALTH OF MASSACHUSETTS
TOWN OF HARWICH
ANNUAL TOWN MEETING
May 6, 2024**

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, 2024 at 7:00 P.M., then and there to act on the following articles:

TOWN OFFICERS AND COMMITTEES

ARTICLE 1: To choose various Town Officers and Committees.

ROLL CALL VOTES:

Select Board:

To accept and adopt:

Yeas: 4 (Four): Julie Kavanagh, Michael MacAskill, Jeffrey Handler, Donald Howell

Nays: 0 (Zero): None

REPORTS OF TOWN OFFICERS AND COMMITTEES

ARTICLE 2: To hear reports of all Town Officers and Committees for the year 2023.

ROLL CALL VOTES:

Select Board:

To accept and adopt:

Yeas: 4 (Four): Julie Kavanagh, Michael MacAskill, Jeffrey Handler, Donald Howell

Nays: 0 (Zero): None

ELECTED OFFICIAL 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, 2024 and ending June 30, 2025 as follows; and to act fully thereon. Estimated cost: \$136,616

Selectmen (5)	\$2,400 each
Moderator	\$1,000
Water & Wastewater Commissioners (5)	\$1,000 each
Library Trustees (7)	\$1,000 each
Town Clerk	\$111,616

ROLL CALL VOTES:

Select Board:

To accept and adopt:

Yeas: 4 (Four): Julie Kavanagh, Michael MacAskill, Jeffrey Handler, Donald Howell

Nays: 0 (Zero): None

TOWN OPERATING BUDGET

ARTICLE 4: To see if the Town will vote to raise and appropriate, transfer from available funds or borrow such sums of money as may be required to defray Town charges for Fiscal Year 2025; and to act fully thereon.

By request of the Select Board. (BUDGET – APPENDIX B). Estimated Cost: \$45,732,309

FUNDING SOURCES	
Bebetterments	145,000
Cable Fund	226,964
Golf Improvement Receipts Reserved	95,200
Harbor Improvement Fund	200,000
Harbor Waterways Fund	200,000
Overlay Surplus	400,000
Special Purpose Wastewater Stab. Fund	500,000
Water Enterprise Indirect Costs	861,327
Wastewater Enterprise Indirect Costs	62,148
Subtotal	2,690,639
Local Receipts	16,307,350
Taxes	26,734,320
Operating Budget	45,732,309

Explanation: The Town's Operating Budget (outlined in line-item detail in Appendix B showing salaries & wages as well as expenses) covers three main areas of expenditures: the Departmental Budgets, Debt Service ("payments" comprised of principal and interest) and Semi-fixed and Fixed Costs including the town's mandatory retirement contributions to the Barnstable County Retirement System as well as insurances (group health insurance and general insurance and deductibles). The use of retained earnings from the Water and Wastewater Departments is solely to account for the indirect costs provided by staff in the Operating Budget.

Additionally, this operating budget includes several enhancements of services (EOS) including:

- **Administration (Dept. 149; lines 29 & 30 in Appendix B):** A new, full-time, benefitted position of Human Resources Generalist as well related fringe benefits, Human Resource programming and funds to support merit increases throughout the organization totaling \$115,000 in line 29 and \$30,000 in line 30.
- **Fire Department (Dept. 220; line 76 in Appendix B):** Additional overtime for shift coverage totaling \$231,190.00 in line 76.
- **Community Center (Dept. 540; line 111 in Appendix B):** \$52,000.00 in line 111 in Appendix B for building enhancements including additional security cameras and monitors, blinds, furniture and cleaning.

ROLL CALL VOTES:

Select Board:

To accept and adopt:

Yeas: 4 (Four): Julie Kavanagh, Michael MacAskill, Jeffrey Handler, Donald Howell

Nays: 0 (Zero): None

MONOMOY REGIONAL SCHOOL DISTRICT BUDGET

ARTICLE 5: To see if the Town will vote to raise and appropriate, transfer from available funds or borrow such sums of money as may be required to pay for the Monomoy Regional School District Assessment for Fiscal Year 2025, and to act fully thereon. By request of the Monomoy Regional School Committee. Estimated cost: \$29,876,982

Operating	27,213,481
Capital	323,626
Transportation	787,996
Debt	1,551,879
Total Assessment - Harwich	\$29,876,982

Explanation: This article represents the total assessment for the Town of Harwich to the Monomoy Regional School District and reflects a 4.9% increase over the FY 2024 assessment rate. The capital line includes the capital project at the Harwich Elementary School (roof units) as well as the debt line including the debt service payment anticipated to include the Middle School project (see Article 9 of this warrant).

ROLL CALL VOTES:

Select Board:

To accept and adopt:

Yeas: 4 (Four): Julie Kavanagh, Michael MacAskill, Jeffrey Handler, Donald Howell

Nays: 0 (Zero): None

CAPE COD REGIONAL TECHNICAL SCHOOL DISTRICT BUDGET

ARTICLE 6: To see if the Town will vote to raise and appropriate, transfer from available funds or borrow a sufficient sum of money as may be required to pay for the Cape Cod Regional Technical High School District Assessment for Fiscal Year 2025, and to act fully thereon. By request of the Cape Cod Regional Technical High School District. Estimated cost: \$2,204,820

Operating	1,546,671
Debt	658,149
Assessment for Town of Harwich	2,204,820

ROLL CALL VOTES:

Select Board:

To accept and adopt:

Yeas: 0 (Zero): Julie Kavanagh, Michael MacAskill, Jeffrey Handler, Donald Howell

Nays: 0 (Zero): None

WATER DEPARTMENT BUDGET

ARTICLE 7: To see if the Town will vote to raise and appropriate, transfer from available funds or borrow such sums of money as may be required to defray the Water Department Operating Budget for Fiscal Year 2025, and to act fully thereon.

Salaries	1,363,256
Expenses	1,817,878
Debt	739,426
Indirect Costs	861,327
OPEB	50,000
Total	\$4,831,887

By request of the Board of Water Wastewater Commissioners. Estimated cost: \$4,831,887.

ROLL CALL VOTES:

Select Board:

To accept and adopt:

Yeas: 4 (Four): Julie Kavanagh, Michael MacAskill, Jeffrey Handler, Donald Howell

Nays: 0 (Zero): None

WASTEWATER DEPARTMENT BUDGET

ARTICLE 8: To see if the Town will vote to raise and appropriate, transfer from available funds or borrow such sums of money as may be required to defray the Wastewater Department Operating Budget for Fiscal Year 2025, and to act fully thereon.

Salaries	\$202,624
Expenses	\$435,660
Indirect Costs	\$62,148
TOTAL	\$700,432

By request of the Board of Water Wastewater Commissioners. Estimated cost: \$700,432.

Explanation: Funding for this article will come from Wastewater Enterprise Fund Receipts (\$50,000), Enterprise Fund Retained Earnings (\$100,000), and a subsidy through the General Fund (\$550,432).

ROLL CALL VOTES:

Select Board:

To accept and adopt:

Yeas: 4 (Four): Julie Kavanagh, Michael MacAskill, Jeffrey Handler, Donald Howell

Nays: 0 (Zero): None

MONOMOY MIDDLE SCHOOL RENOVATION PROJECT

ARTICLE 9: To see if the Town will vote to approve the \$2,500,000.00 debt authorized by the Monomoy Regional School District to pay costs of renovating and reconstructing the exterior siding of the Monomoy Regional Middle School, including the payment of all costs incidental and related thereto, provided that the approval of the District's borrowing by this vote shall be subject to and contingent upon an affirmative vote of the Town to exempt its allocable share of the amounts required for the payment of interest and principal on said borrowing from the limitations on taxes imposed by M.G.L. Chapter 59, Section 21C (Proposition 2-1/2, so-called); and to act fully thereon.

By request of the Select Board. Estimated cost: \$2,500,000.00.

Explanation: The borrowing authorized is contingent upon the passage of the related ballot question (Question #1) which appears on the Annual Town Election warrant (see Appendix A).

ROLL CALL VOTES:

Select Board:

To accept and adopt:

Yeas: 4 (Four): Julie Kavanagh, Michael MacAskill, Jeffrey Handler, Donald Howell

Nays: 0 (Zero): None

PETITIONED ARTICLE – TREE PRESERVATION BYLAW

ARTICLE 10: To see if the Town will vote to:

Trees are a tremendous asset to our community and environment. The Harwich Tree Preservation Bylaw encourages the preservation and protection of trees on residential, commercial and industrial lots during building activities as defined in this Bylaw and monitors for their survival after construction.

This Bylaw does not prohibit a landowner's right to remove a protected tree. Removal of protected trees will be authorized so long as the property owner undertakes one of the mitigation options set forth herein. This Bylaw incentivizes the preservation of protected trees by requiring property owners to compensate for any Protected Trees that are removed, either by planting new ones or by contributing to the Tree Bylaw Revenue Account that supports the Town's tree planting and maintenance efforts.

This Article would establish a program intended to incentivize the protection of certain trees on lots within the Town of Harwich. It would require, prior to any building activities as defined in this Article, the submission of an application and plan to the Planning Department that identifies trees that qualify as "Protected Trees," within the lot perimeter setback area of the lot, defined as the "Tree Lot." This Article does not prohibit any property owner from removing any tree, protected or not, from their property, however if a protected tree is proposed for removal it will require either a payment into a Tree Bylaw Revenue Account or replacement of the protected tree with a suitable species in accordance with this Article. This would

eliminate the ability for property owners to "clear-cut" their lot prior to a building activity. This Article does not restrict cutting or removal of trees outside of the "Tree Lot." Nor does this Article prevent an owner from cutting or removing trees if there is no building or construction activities. The Article is intended to encourage the preservation of existing trees for their environmental benefits and positive impact on the character of the community.

To see if the Town will vote to add new Chapter: Tree Preservation Bylaw to the Harwich General Bylaws as follows:

HARWICH TREE PRESERVATION BYLAW

§175-1 PURPOSE & INTENT

The Harwich Tree Preservation Bylaw encourages the preservation and protection of trees on residential, commercial and industrial lots during building activities as defined in this Bylaw and monitors for their survival after construction.

This Bylaw does not prohibit a landowner's right to remove a protected tree. Removal of protected trees will be authorized so long as the property owner undertakes one of the mitigation options set forth herein. This Bylaw incentivizes the preservation of protected trees by requiring property owners to compensate for any Protected Trees that are removed, either by planting new ones or by contributing to the Tree Bylaw Revenue Account that supports the Town's tree planting and maintenance efforts.

This Bylaw does not discourage the removal of hazardous trees (as defined herein) for reasons of public health and safety nor does this Bylaw discourage the removal of a tree(s) that by size or otherwise is not subject to the protections set forth herein.

This Bylaw defines which trees are of preservation value ("Protected Trees") and designates the area(s) of a lot or parcel where those trees are protected ("Tree Yard").

Trees cannot be assigned a monetary value, they are "priceless." The preservation of existing trees and the promotion of new tree planting is a public purpose that protects the ecology and public health, welfare, environment and aesthetic character of the Town of Harwich and its residents. Trees serve a variety of functions that this Bylaw intends to protect and enhance. These valuable functions include but are not limited to reducing energy consumption, providing shade, improving air quality, providing vital wildlife habitat, erosion control, reducing storm-water runoff, buffering noise pollution, increasing property values, and positively contributing to the visual character of the Town.

§175-2 DEFINITIONS

The following words, terms, and phrases, when used in this Bylaw, shall have the meaning ascribed to them in this section:

AGGREGATE DIAMETER: The combined diameter of a multiple-trunk tree measured at breast height. Breast height: see definition below.

BUILDING ACTIVITY: One of the following types of work performed on a lot:

- Work performed pursuant to a special permit (as defined in MGL Ch. 40A Sec. 9 and the Harwich Zoning Bylaw);
- Work performed pursuant to site plan approval (as defined in the Harwich Zoning Bylaw);
- Construction of a new dwelling (including after razing an existing dwelling);
- Construction of a structure on a vacant lot;
- Construction of a subdivision;
- Construction of a structure or addition that increases the gross floor area of a residential, commercial, or industrial structure by 50% or more;
- Demolition of a structure(s) with a footprint of 250 square feet or greater;
- Construction of any accessory structures requiring a building permit including but not limited to sheds 200 square feet, detached garages, pools, retaining walls with a height of four feet or greater; or
- Clearing, grading, grubbing or other site preparation work performed prior to undertaking any of the above.

CERTIFICATE OF EXEMPTION:

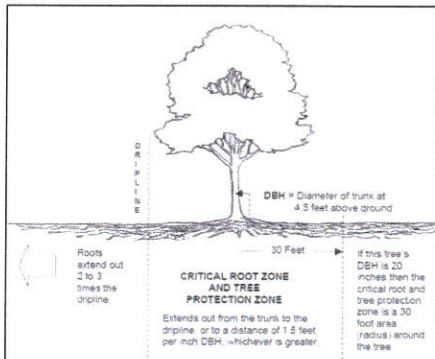
Formal permission granted to proceed with building activity without the need for a tree permit.

CERTIFIED ARBORIST: An arborist certified by the Massachusetts Arborists Association or International Society of Arboriculture, or any successor organization.

CRITICAL ROOT ZONE (CRZ):

The minimum area beneath the tree canopy of a tree which must be left undisturbed in order to preserve a sufficient root mass to give a tree a reasonable chance of survival. The CRZ is represented by a circle centering on the tree's trunk and extending outwards towards the tree's drip line. The minimum radius of the CRZ shall be determined by multiplying the tree's diameter at breast height in inches by 18 (1.5 feet per inch DBH). See Figure 1 below.

Figure 1



Example: A tree with a diameter at breast height of 20 inches shall have a CRZ of 360 inches or 30 feet (20" x 18"= 360")

Calculating the CRZ: First you need to calculate the tree's Diameter at Breast Height (DBH). DBH can be measured using a caliper measuring tool, or for trees that are too large, DBH can be measured by dividing the tree's circumference by pi (π). Diameter = circumference / π (3.14)

The Critical Root zone extends from the trunk of the tree to its drip line, or to a distance of 1.5 feet per inch DBH, whichever is greater. CRZ = Diameter * 1.5 feet (18 inches)

DIAMETER BREAST

HEIGHT (DBH): The diameter of the trunk of a tree 4.5 feet above the existing grade at the base of the tree. For trees that have branches or swelling at 4.5' above grade that interferes with measurement or for multi-stemmed trees refer to Table 1 below.

TABLE 1: HOW TO MEASURE DIAMETER AT BREAST HEIGHT (DBH)

Standard Tree For those trees on a site that are at least 6 inches in diameter at a height of 4.5 feet above the existing grade at the base of the tree. For trees on a slope, measure on the uphill side of the tree.	
Tree has branches or swelling at 4.5' Measure DBH below the branch or swelling immediately below where branches cease to affect diameter of the stem. Record the height at which the diameter was measured.	
Multi-stemmed Trees If a tree splits into multiple trunks below 4.5' above the existing grade, the DBH shall be considered to be the measurement taken at the narrowest point beneath the split.	

HAZARDOUS TREE: A tree that is dead, diseased, injured and/or that is dangerously close to existing structures, utilities, streets, sidewalks or other existing improvements or is causing disruption of public utility service, or poses a threat to pedestrian or vehicular safety, or drainage or passage issues upon right-of-way and/or that is harming the health or condition of other trees on the same site.

INVASIVE SPECIES: Any tree that is listed on the most recent version of the Massachusetts Prohibited Plant List as published by the Massachusetts Department of Agriculture. Invasive species as defined in this Bylaw are not protected trees.

Here is link to Massachusetts prohibited plant list:

<https://www.mass.gov/info-details/massachusetts-prohibited-plant-list>

Up dates:

<https://www.mass.gov/info-details/massachusetts-prohibited-plant-list-update>

Including but not limited to these examples:

- | | |
|-------------------------------|----------------|
| <i>Acer platanoides</i> | Norway Maple |
| <i>Acer pseudoplatanus</i> | Sycamore Maple |
| <i>Ailanthus altissima</i> | Tree-of-Heaven |
| <i>Phellodendron amurense</i> | Amur Cork-tree |
| <i>Robinia pseudoacacia</i> | Black Locust |

OVERSTORY TREE: A tree that will generally reach a mature height of more than 40 feet.

PROTECTED TREES: Any tree with a diameter at breast height (DBH) of six-inches (6") or greater of any one of the species listed in Table 2 below.

Removal of Protected Trees shall require a permit before being removed, encroached upon, or in some cases, pruned.

Invasive species as defined in this Bylaw are not protected trees.

Table 2: List of Tree Species that are Protected Trees

Overstory Species	Understory Species
Atlantic White Cedar (<i>Chamaecyparis thyoides</i>)	American Holly (<i>Ilex opaca</i>)
Black tupelo (<i>Nyssa sylvatica</i>)	Sassafras (<i>Sassafras albidum</i>)
Gray Birch (<i>Betula populifolia</i>)	Eastern Red Cedar (<i>Juniperus virginiana</i>)
River Birch (<i>Betula nigra</i>)	Shadbush (<i>Amelanchier Canadensis</i>)
White Ash (<i>Fraxinus americana</i>)	Flowering Dogwood (<i>Cornus florida</i>)
Green Ash (<i>Fraxinus pennsylvanica</i>)	Cockspur Hawthorne (<i>Crataegus crus-galli</i>)
Red Maple (<i>Acer rubrum</i>)	Sweetbay Magnolia (<i>Magnolia virginiana</i>)
Willow, various species (<i>Salix</i> spp.)	Ironwood (<i>Ostrya virginiana</i>)
Atlantic White Cedar (<i>Chamaecyparis thyoides</i>)	American Hornbeam (<i>Carpinus caroliniana</i>)
Pitch Pine (<i>Pinus rigida</i>)	
White Oak (<i>Quercus alba</i>) and other <i>Quercus</i> species	
Hackberry (<i>Celtis occidentalis</i>)	
American Beech (<i>Fagus grandifolia</i>)	

Tulip Poplar (<i>Liriodendron tulipifera</i>)
White Spruce (<i>Picea glauca</i>)
Black Spruce (<i>Picea mariana</i>)
American basswood (<i>Tilia Americana</i>)
Black Gum/Sourgum (<i>Nyssa sylvatica</i>)
Black Cherry (<i>Prunus serotina</i>)

**REMOVE, EMOVED,
REMOVAL or REMOVING:**

The cutting down of any Protected Tree and all other acts that directly or indirectly result in the death of a Protected Tree prior to any building activity or within two years thereafter, as determined by a certified arborist based on arboricultural practices recommended by the International Society of Arboriculture, including, but not limited to, damaging, poisoning, excessive pruning or other direct or indirect actions.

Grading, grubbing, changing the contour within the CRZ is not permitted if the health of the protected tree is threatened.

Removal or altering the understory vegetation within the CRZ is not permitted if the health of the protected tree is threatened.

TREE BYLAW

REVENUE ACCOUNT: An account established by the Town Accountant to deposit mitigation funds collected under this chapter to be appropriated via a town meeting vote and expended for the purposes of maintaining, acquiring and/or installing trees to beautify the Town and preserve and enhance the character of the community. All sums deposited into the Tree Bylaw Revenue Account shall be used for the sole purpose of buying, planting and maintaining trees on public property in Harwich, and for no other purpose whatsoever.

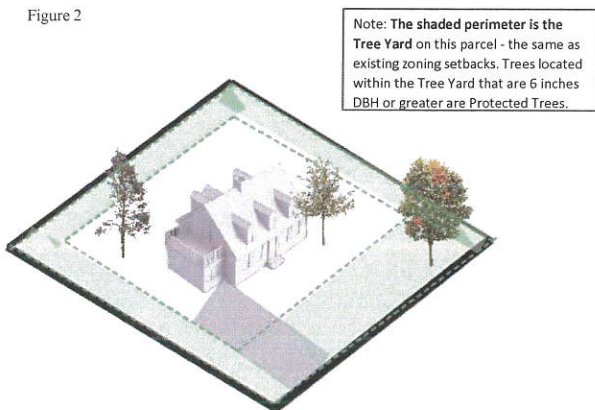
At least once a year the Town Accountant shall audit the receipts and expenses of the Tree Bylaw Revenue Account to ensure accuracy and propriety of its transactions.

The required dollar amount paid into the Tree Bylaw Revenue Account is determined by the written price quotes/estimates from a garden center/nursery for the purchase of trees and as well as a price quote/estimate from a qualified landscape professional for installation of the equivalent size of the Protected Tree(s) each stamped, dated and signed by a Certified Arborist;

TREE YARD:

A defined area around the perimeter of a lot which is equal to the minimum setbacks front, side, and rear as defined in Town of Harwich Section 325 Attachment 2, Table 2, Area Regulations of the Harwich Zoning Bylaw.

Figure 2



TREE PERMIT: Formal permission granted to proceed with any building activity that affects a Protected Tree(s).

UNDERSTORY: A layer of vegetation beneath the main canopy of a forest.
Removal or altering the understory vegetation within the CRZ is not permitted if the health of the protected tree is threatened.

§175-3

APPLICABILITY

All lots in the Town of Harwich are subject to the Tree Preservation Bylaw unless specifically exempted under Section 3(A) below and the project involves at least one building activities as defined in this chapter.

No person shall commence building activity on any lot without first obtaining a Tree Preservation Permit or a Certificate of Exemption from the Planning Department via the Town Planner or his/her designee.

Protected Trees removed within the past 12 months prior to an application for building activity are also subject to the requirements of the Tree Bylaw.

A. EXEMPTIONS

- (1) Properties that are pre-disturbed or previously developed may remove protected trees in the Tree Yard of their property without connection to a building activity. Applicability of this bylaw applies only to those Building Activities as defined.
- (2) Any lot or lots located within wetlands jurisdiction whereas any building activity that may impact protected trees will be subject to the review and approval of the Conservation Commission
- (3) Any building activity not within the definition of "building activity" (i.e., demolition of a shed that is less than 250 square feet).
- (4) If a Certificate of Exemption has been issued by the Planning Department, no Tree Preservation Permit shall be required. The granting of exemption shall be at the discretion of the Town Planner or his/her designee and shall be based on whether the building activity could potentially harm a Protected Tree. If the proposed building activity does not have the potential to harm a Protected Tree, the Town Planner or his/her designee shall issue a Certificate of Exemption.
- (5) Invasive species as defined in this Bylaw are not protected trees.
- (6) Dead, Diseased, or otherwise Hazardous Trees - If a Protected Tree is deemed to be imminently hazardous because it is dead, or infested with a disease or pest of a permanent nature or is an immediate danger to the public health, safety or welfare or shall cause an immediate disruption of public services, the tree may be removed without delay. An oral authorization from the Town Planner or his/her or designee to remove the tree shall be permitted and followed up with a written report. In the event that the emergency condition does not allow time to seek prior authorization then the emergency removal of the tree shall proceed with notification to the Town Planner sent by email or U.S. mail within 24 hours of said removal.
- (7) Pruning: A tree permit is not required for pruning of Protected Trees. However, excessive pruning may constitute tree removal.
- (8) Any building activity conducted by the Town or on behalf of the Town of Harwich.

Waiver: During a period of a bona fide emergency declaration resultant of a significant weather event and/or natural disaster by local or other Act of God, state and/or federal authorities, requirements of this Bylaw shall be waived.

§175-4 IDENTIFYING PROTECTED TREES

Any tree with a Diameter at Breast Height (DBH) of 6" or greater and within the Tree Yard is considered to be a Protected Tree. Any Protected Trees located within the Tree Yard are to be adequately protected. Any Protected Trees located in the Tree Yard proposed for removal shall require adequate mitigation plantings and/or payment to the Harwich Tree Bylaw Revenue Account.

Protected Trees removed within the past 12 months prior to an application for any of the projects are also subject to the requirements of the Tree Bylaw.

§175-5 SUBMISSION REQUIREMENTS FOR A TREE PROTECTION AND MITIGATION PLAN

The applicant pays for a registered land surveyor to prepare a tree protection or mitigation plan. The applicant pays for the services of a certified arborist. An approved Tree Protection and Mitigation Plan is required before commencement of any applicable building activity. The Tree Protection and Mitigation Plan is intended to define the Tree Yard and the location(s) of Protected Trees within it and define how the method with which the property owner intends on mitigating for any Protected Trees that are proposed for removal. This Plan may be part of a landscape plan or a separate plan.

All submitted plans must be drawn to a uniform scale (preferably 1"= 10', 1"=20', or 1"=30') and shall be a minimum size of 11" x 17" (preferred) and a maximum size of 24" x 36", with 1/4" borders. Font sizes on plans should be no smaller than 1/8". All Tree Protection and Mitigation Plans shall be prepared, stamped, dated and signed by a Registered Land Surveyor. If a plan is submitted by a Registered Landscape Architect, the plan must also be stamped by a Registered Land Surveyor.

At a minimum, the Tree Protection and Mitigation Plan shall include the following elements:

- a) Boundaries of the subject property, including all property lines, easements, and right-of-way of public and private ways;
- b) The location of all existing buildings, driveways, retaining walls and other improvements, with an indication of those features to be retained or removed/demolished;
- c) The location of all planned buildings, driveways, retaining walls and other improvements;
- d) The location of the Tree Yard for projects located in the subject zoning district; and
- e) The location, height, DBH, and species of all existing Protected Trees and all Protected Trees that were removed within 12 months prior to application with an indication of those Protected Trees to be removed and those to be retained, if applicable.

§175-6

ADDITIONAL REQUIREMENTS TO BE SUBMITTED

A. If Protected Trees are intended to be preserved, protected, and retained, the following elements must be added to the Plan:

1. The Critical Root Zone and Drip line shall be shown for all Protected Trees to be retained.

(See Figure 1 above in definitions section).

2. Submitted plans shall specify the tree protection measures to be installed around the Critical Root Zone.
 3. Prior to the commencement of construction, written documentation prepared, stamped, dated and signed by a Certified Arborist must be submitted to the Planning Department confirming the protection measures have been installed correctly and in accordance with any approved plans.
 4. Projects that encroach within the CRZ require a maintenance plan which shall be submitted for such trees, prepared, stamped, dated and signed by a Certified Arborist; at a minimum, the maintenance plan shall identify the course of action that will be taken to maintain the tree in good health for a period of no less than 24 months from the date of Final Inspection or issuance of Certificate of Occupancy.
 5. Grading, grubbing, changing the contour within the CRZ is not permitted if the health of the protected tree is threatened.
 6. Removal or altering the understory vegetation within the CRZ is not permitted if the health of the protected tree is threatened.
- B. If Protected Trees are intended to be removed and compensated for on-site by replanting new trees, the following additional elements must be added to the Plan:**
1. The location, DBH, species, and planting schedule of trees to be replanted to mitigate the removal of a Protected Tree(s). New trees of one-half (0.5) inch DBH is needed to mitigate for each one-inch at breast height of Protected Trees proposed for removal. **Example:** The removal of a 20 inch DBH Protected Tree shall require 5, 2 inch DBH replacements.
 2. Each new tree must have a minimum DBH of 2 inches.
 3. Replanting must be complete prior to Final Inspection or the issuance of a Certificate of Occupancy.
 4. Applicants have the ability to plant on land abutting the applicant's land, with the express written approval of the abutting property owner.
 5. Over story Tree species, if removed, must be replaced with an Overstory Tree species.
 6. Invasive tree species as defined in this Bylaw shall not be replanted to mitigate the removal of a Protected Tree and no invasive species will be accepted as mitigation toward the removal of a Protected Tree.
- C. If Protected Tree removal is permitted but replanting trees as defined above is not the preference of the property owner, then mitigation may be effected through contribution into the Town of Harwich Tree Bylaw Revenue Account as follows:**
1. The Town Planner or his/her designee shall determine the amount of the contribution based upon the cost to purchase and install trees. An applicant who has been granted a Tree Permit may choose, in lieu of replanting onsite, to make a contribution to the Tree Bylaw Revenue Account in an amount equal to planting replacement tree(s). And deposit such amount in the Tree Bylaw Revenue Accountant.
To establish the required dollar amount the applicant shall provide to the Board written price quotes/estimates from
 - a. a garden center/nursery or from whomever they purchase the trees, and
 - b. as well as from a qualified landscape professional the price for installation and planting of the replacement trees.each stamped, dated and signed by a Certified Arborist;

§175-7 COMBINATION OF OPTIONS

Any combination of Tree Retention, Tree Replanting or Tree Removal with contribution to the Tree Bylaw Revenue Account can be used. Tree mitigation for those trees removed must be clearly identified either on the submitted plan or in a written document accounting for each DBH of Protected Trees removed and the mitigation proposed. This is not required for tree retention of all trees in the Tree Yard.

§175-8 ADMINISTRATION OF BYLAW

The Town Planner or his/her designee shall administer, implement and enforce this Bylaw and any rules and regulations adopted thereunder. Any powers granted to or duties imposed upon the Town Planner may be delegated to its agents under the Board's direct supervision.

§175-9 AUTHORITY

This Bylaw is adopted under authority granted by the Home Rule Amendment of the Massachusetts Constitution and the Home Rule statutes.

§175-10 RULES AND REGULATIONS

The Planning Board may promulgate rules and regulations to effectuate the purposes of this Bylaw. Such rules may prescribe the size, form, contents, style and number of copies of plans for determining final compliance with these regulations. The adoption or amendment of rules and regulations shall be after a public hearing to receive comments on the proposed or amended rules and regulations. The public hearing shall be advertised once in a newspaper of general local circulation, at least 14 days prior to the date of the public hearing.

§175-11 NOTICE OF VIOLATION

Any person who violates any of the provisions of this Bylaw shall be notified by the Town Planner or his/her designee of the specific violation by certified mail, return receipt requested, or by hand delivery. The notice shall set forth the nature of the violation and the date by which the Protected Tree(s) is to be mitigated, by planting a replacement tree(s) or payment to the Tree Bylaw Revenue Account, for purposes of computing the "per diem" violation rule. Any notice of violation shall also be transmitted to the Harwich Building Commissioner.

§175-12 STOP WORK ORDER

Upon notice from the Town Planner or his/her designee that work on any lot on which a Protected Tree is located is being performed contrary to the provisions of this Bylaw, a written Stop Work Order shall be given to the owner or agent or the person performing work on the property by the Building Commissioner. The Stop Work Order shall state the conditions under which work will be permitted to

resume. Upon receipt of the Stop Work Order all work on the subject property that might affect any Protected Trees must cease while a stop work order is pending.

A person, having been served with a stop work order, may be directed to perform work on the said Protected Tree property to remove a violation or unsafe condition.

§175-13 SUSPENSION OR REVOCATION

The Town Planner or his/her designee may suspend or revoke the applicant's Tree Permit at any time if the permit holder has failed to comply with either the Bylaw or the conditions of the permit. Notice may be made via certified or registered mail, return receipt requested, or hand delivered. The notice must provide the applicant an opportunity to correct the non-compliance. This may include remediation or other requirements identified by the Town Planner or authorized monitoring agent, such as the Code Compliance Inspector. Once the project is returned to compliance or remediation completed, if practicable, the applicant may apply for a renewal of the tree permit.

§175-14 IRREPARABLE DAMAGE

If the Town Planner or his/her designee determines that the applicant damaged a tree approved for Retention and Protection during construction to an extent that may significantly compromise its survival and future health, the Town Planner or his/her designee may require the applicant to provide mitigation per the terms of the Bylaw.

§175-15 NON-CRIMINAL FINES

If the Town Planner or authorized monitoring agent, such as the Code Compliance Inspector, identifies any issues of non-compliance, fines will accrue per the Bylaw if not corrected within 30 days. Each consecutive day the non-compliance continues is considered a separate offense.

§175-16 FINES AND PENALTIES

The following actions shall cause the Planning Department to issue a fine to the applicant:

- A. A Protected Tree has been removed without a Tree Permit: The fine shall be in addition to the required payment for the replacement of the tree(s).
- B. Failure to replace trees or make payment to the Tree Bylaw Revenue Account as required: Each failure to replace a tree or make a payment to the Tree Bylaw Revenue Account constitutes a separate violation of this Bylaw, subject to a fine. Each day such violation continues after the compliance date specified by the Planning Department in its notice of violation shall constitute a separate offense.
- C. Failure to comply with a condition of the Tree Permit: Each instance of failure to comply with a condition in the Tree Permit shall constitute a violation of this Bylaw which shall be subject to a fine. Each day such violation continues shall constitute a separate offense.
- D. Failure to comply with a condition in a Stop Work Order: Each instance of failure to comply with a condition in a Stop Work Order shall constitute a violation of this Bylaw which shall be subject to a fine. Each day such violation continues shall constitute a separate offense.
- E. Fines for the above violations are as follows: First offense = \$100 per day
Second Offense = \$200 per day
Third Offense = \$300 per day

F. Fines assessed pursuant to this Section shall be enforced and collected in accordance with applicable provisions of law, including the provisions of G.L. c.40, §21D providing for noncriminal disposition of bylaw violations, as implemented by Article III, §1-3 of these Bylaws

§175-17 SEVERABILITY

The provisions of this Bylaw are severable. If any section, provision or portion of this Bylaw is determined to be invalid by a court of competent jurisdiction, then the remaining provisions of this Bylaw shall continue to be valid.

§175-18 CONFLICT OF LAWS

This Bylaw shall not apply to any public shade tree as that term is defined by the General Laws, Chapter 87, and to the extent that any provision hereof conflicts with said Chapter 87, such provision shall not be valid. Nothing herein is intended to conflict with existing special-permit procedures and to the extent that any provision hereof conflicts with said special-permit procedures, such provision shall not be valid.

§175-19 COMPLIANCE WITH ALL STATE AND LOCAL REGULATIONS

Complying with the terms of this Bylaw shall not relieve the owner of the subject property from complying with any other pertinent regulation, including but not limited to all state and local wetlands-protection regulations.

§175-20 ENFORCEMENT

The Town Planner or his/her designee is hereby authorized to enforce all provisions of the Harwich Preservation Tree Bylaw and may designate monitoring and enforcement agents to include but not be limited to the Code Compliance Officer, the Town Planner, the Conservation Agent, Building Inspector/Commissioner.

§175-21 APPEALS

Any person who has been aggrieved by refusal, order, or decision of the Town Planner or his/her designee, may appeal to the Planning Board within 20 days from the date of such refusal, order or decision.

By Petition (Lead Petitioner: Patrick Otton)

Explanation: This Article would establish a program intended to incentivize the protection of certain trees on lots within the Town of Harwich. It would require, prior to any building activities as defined in this Article, the submission of an application and plan to the Planning Department that identifies trees that qualify as "Protected Trees," within the lot perimeter setback area of the lot, defined as the "Tree Lot." This Article does not prohibit any property owner from removing any tree, protected or not, from their property, however if a protected tree is proposed for removal it will require either a payment into a Tree Bylaw Revenue Account or replacement of the protected tree with a suitable species in accordance with this Article. This would eliminate the ability for property owners to "clear-cut" their lot prior to a building activity. This Article does not restrict cutting or removal of trees outside of the "Tree Lot." Nor does this Article prevent an owner from cutting or removing trees if there is no building or construction activities. The Article is intended to encourage the preservation of existing trees for their environmental benefits and positive impact on the character of the community.

ROLL CALL VOTES:

Select Board:

To accept and adopt:

Yeas: 0 (Zero): None

Nays: 4 (Four): Julie Kavanagh, Michael MacAskill, Jeffrey Handler, Donald Howell

FUND CAPE COD COMMUNITY MEDIA CENTER

ARTICLE 11:

To see if the Town vote to raise and appropriate or transfer from available fund or borrow such sums of money that may be required for the purpose of funding the public access station, Cape Cod Community Media Center, 17 Shad Hole Rd. Dennis Port, MA 02639. Providing the public access television to the citizens of Harwich; and to act fully thereon. By request of the Select Board. Estimated cost: \$158,273.

Explanation: This customary article is funded from the PEG Access and Cable Related Fund. The Town of Harwich receives funding from Comcast subscriber fees to fund and maintain Public, Education and Government television stations (PEG access). Under the current 10 year agreement with Comcast the Town will allocate funds directly to Cape Cod Community Media Center.

ROLL CALL VOTES:

Select Board:

To accept and adopt:

Yeas: 4 (Four): Julie Kavanagh, Michael MacAskill, Jeffrey Handler, Donald Howell

Nays: 0 (Zero): None

LEASE PURCHASE AGREEMENTS

ARTICLE 12:

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 2025, said leases may be a term not to exceed the useful life of the equipment as determined by the Select Board; and to act fully thereon. By request of the Select Board. *Requires a 2/3 majority vote.*

Explanation: Massachusetts General Law, c. 44, §21C requires a recommendation by the Town Administrator and a two-thirds majority vote of Town Meeting whenever there are items to be funded by lease agreements within the Operating Budget. The lease agreements funded by the operating budget relate to procurements for Fiscal Year 2025.

ROLL CALL VOTES:

Select Board:

To accept and adopt:

Yeas: 4 (Four): Julie Kavanagh, Michael MacAskill, Jeffrey Handler, Donald Howell

Nays: 0 (Zero): None

PETITIONED ARTICLE - HOME RULE PETITION: PESTICIDES

ARTICLE 13:

To see if the Town will vote to authorize and direct the Select Board to petition the Great and General Court of the Commonwealth of Massachusetts for special legislation, authorizing the Town to adopt a Pesticide Reduction Bylaw (the bylaw), the text of which is set forth below, and to authorize the General Court, with the approval of the Select Board to make changes of form to the text thereto as may be necessary or advisable in order to accomplish the intent and public purpose of this legislation in order to secure passage: and vote to adopt the bylaw.

PESTICIDE REDUCTION BYLAW

§1. Purpose.

The purpose of this bylaw is to reduce toxic pesticide use in and on public and private property in the Town of Harwich in order to promote a healthy environment and to protect the public from the hazards of pesticides, and for implementation of sustainable land and building management practices on all public and private property.

§2. Findings.

- A. Scientific studies associate exposure to pesticides with asthma, cancer, developmental and learning disabilities, nerve and immune system damage, liver or kidney damage, reproductive impairment, birth defects, and disruption of the endocrine system.
- B. Infants, children, pregnant women, the elderly, and people with compromised immune systems and chemical sensitivities are especially vulnerable to pesticide effects and exposure.
- C. Pesticides are harmful to pets and wildlife, including threatened and endangered species, soil microbiology, plants, and natural ecosystems.
- D. Toxic runoff from chemical fertilizers and pesticides pollute streams, lakes, estuaries, and drinking water sources.
- E. The use of pesticides is not necessary to create and maintain green lawns and landscapes given the availability of viable alternatives practices and products.
- F. People have a right not to be involuntarily exposed to pesticides in the air, water or soil that inevitably result from chemical drift and contaminated runoff.
- G. Sustainable land and building management practices that emphasize non-chemical methods of pest prevention and management, and least-toxic pesticide use as a last resort, will eliminate the use of and exposure to pesticides while controlling pest populations.
- H. Sustainable land and building management practices complement other important goals of Harwich's maintenance and administration, such as energy conservation and security.
- I. Harwich embraces a precautionary approach to the use of pesticides in order to adequately protect people and the environment from the harmful effects of pesticides.
- J. Application of chemicals simply for aesthetic/cosmetic purposes has harmful consequences for our ecosystem, children and pets. Pollinators are directly harmed by applications particularly the indiscriminate (and long-term ineffective) spraying of pesticides.

§3. Authority.

This bylaw is adopted under authority granted by the Home Rule amendment to the Massachusetts Constitution and the provisions of any Special Legislation passed by the Legislature.

§4. Definitions.

For the purposes of this bylaw, the following definitions shall apply:

Allowed Materials List - The list of acceptable pesticides is limited to the following:

- 1) All non-synthetic (natural) materials, with the exception of prohibited non-synthetic materials under 7 CFR 205.602;
- 2) Any synthetic material listed at 7 CFR 205.601 that is labeled for turf uses, subject to discretionary authority to require disclosure of inert ingredients; and
- 3) 25b listed pesticides under the Federal Insecticide, Fungicide and Rodenticide Act (FIFRA).

Inert ingredient - Any substance (or group of substances with similar chemical structures if designated by the Environmental Protection Agency) (EPA) other than an active ingredient that is intentionally included in any pesticide product (40 CFR 152.3(m)) [7 CFR 205.2 Terms defined.], and are not classified by the EPA Administrator as inserts of toxicological concern. [7 U.S.C. 6502(21) Definitions]

Non-synthetic (natural) materials - A substance that is derived from mineral, plant, or animal matter and does not undergo a synthetic process as defined in section 6502(21) of the Organic Foods Production Act. For the purposes of this part, 'non-synthetic' is used as a synonym for natural as the term is used in the regulations. [7 CFR 205.2 Terms defined.]

Pesticide — Any substance or mixture of substances intended for: (i) preventing, destroying, repelling, or mitigating any pest; (ii) use as a plant regulator, defoliant, or desiccant; or (iii) use as a spray adjuvant such as a wetting agent or adhesive. The term 'pesticide' includes insecticides, herbicides, fungicides, and rodenticides, but does not include cleaning products other than those that contain pesticidal agents.

Synthetic materials - A substance that is formulated or manufactured by a chemical process or by a process that chemically changes a substance extracted from naturally occurring plant, animal, or mineral sources, except that such term shall not apply to substances created by naturally occurring biological processes. [7 U.S.C. 6502(21) Definitions]

§5. Prohibitions.

The application of any Pesticide that is not on the Allowed Material List is prohibited, except as permitted in this bylaw.

§6. Exceptions.

- A. The application of the following Pesticides is allowed:
 1. Indoor pest sprays and insect baits (excluding rodent baits)
 2. Insect repellants for personal and household use
 3. Pet: Flea and tick sprays, powders, and pet collars
 4. Kitchen, laundry, and bath disinfectants and sanitizer
 5. Products labeled primarily to kill mold and mildew
 6. Usage for commercial farming and nurseries.
- B. Pesticides for the treatment of invasive plants for ecological restoration (see Massachusetts Invasive Plant Advisory Group current lists of Invasive, Likely Invasive, and Potentially Invasive <https://www.massinc.org/mipag/> may be used upon the grant of a waiver by the Town Manager or authorized designee.
- C. If an emergency public health situation warrants the use of Pesticides, which would otherwise not be permitted under this bylaw, the Town Manager or authorized designee shall have the authority to grant a temporary waiver on a case-by-case basis after an evaluation of all alternative methods and materials.

§7. Enforcement.

The enforcement authority shall be the Town Manager, or any town officials as designated by the Select Board to oversee and enforce the provisions of this bylaw.

§8. Penalties.

Any person who violates any provision of this bylaw shall be punished by a fine of one hundred dollars (\$100.00) for the first offense and three hundred dollars (\$300.00) for each offense thereafter. Each day or portion thereof during which a violation continues shall constitute a separate offense and a violation of each provision of the bylaw shall constitute a separate offense. If the offender is a commercial applicator, the right to do business in Harwich may be revoked.

§9. Severability.

The provisions of this bylaw are hereby declared to be severable. If any provision, paragraph, sentence, or clause of this bylaw or the application thereof to any person, establishment, or circumstances shall be held invalid, such invalidity shall not affect the other provisions or application of this bylaw.

Provided, that this bylaw is subject to the Town obtaining special legislation from the Great and General Court of the Commonwealth of Massachusetts authorizing the Pesticide Reduction Bylaw as aforesaid; or to take any other action relative thereto.

By Petition (Lead Petitioner: Patrick Otton)

Explanation

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

SUMMARY

The article authorizes the Select Board to file special legislation authorizing the adoption of the proposed bylaw as the application of pesticides in Harwich is currently primarily regulated by state and federal law. This article also proposes the adoption of a bylaw that seeks to reduce toxic pesticide use in and on public and private property in order to promote a healthy environment and to protect the public from the hazards of pesticide use. It does not prohibit businesses from selling products containing pesticides to anyone.

ROLL CALL VOTES:

Select Board:

To accept and adopt:

Yeas: 0 (Zero): None

Nays: 4 (Four): Julie Kavanagh, Michael MacAskill, Jeffrey Handler, Donald Howell

PETITIONED ARTICLE - AUTHORIZE SPECIAL ACT TO ENABLE HARWICH TO REGULATE THE APPLICATION OF FERTILIZERS

ARTICLE 14:

To see if the Town will vote to authorize and ask the Select Board to petition the Great and General Court of the Commonwealth of Massachusetts for special legislation, the text of which is set forth below, prohibiting the application of fertilizer in the Town of Harwich except for the purposes of commercial agriculture and the residential use of organic fertilizer with low nitrogen and phosphorus for the use in growing fruits and vegetables that is allowable under the USDA National Organic Program organic standards (OMRI listed), and to authorize the General Court, with the approval of the Select Board, to make changes of form to the text thereto as may be necessary or advisable in order to accomplish the intent and public purpose of this legislation in order to secure passage, as follows:

An Act prohibiting the application of fertilizer used in the Town of Harwich except for the purposes of commercial agricultural and the residential use of organic fertilizer with low nitrogen and phosphorus for the use in growing fruits and vegetables that is allowable under the USDA National Organic Program organic standards (OMRJ listed). Be it enacted by the Senate and House of Representatives in General Court assembled, and by the authority of the same as follows:

Section 1. There is sound scientific evidence to conclude that nitrogen and phosphorus in fertilizers are contaminants that negatively affect fresh and salt waters when present in excessive amounts. These excessive amounts of nitrogen and phosphorus contribute to undesirable algae and aquatic plant growth within all Harwich water bodies. This undesirable algae and aquatic plant growth has an adverse effect on public health through the degradation of waters used for drinking water, shell fishing, and recreational swimming and boating.

Section 2. It is necessary to prohibit the application of fertilizer that contains phosphorus and nitrogen so as to improve the water quality of the Town of Harwich. The soils of Harwich are unique insofar as Harwich has significant amounts of coarse, sandy soils that are subject to rapid water infiltration, percolation and leaching of nutrients, and such unique local conditions require that Harwich prohibit the application of nitrogen and phosphorus added to soils through the application of fertilizers. This Act should help Harwich to achieve compliance with the Total Maximum Daily Loads (TMDL) prescribed by the Commonwealth of Massachusetts for nitrogen and phosphorus in its waters.

Section 3. Notwithstanding any General or Special law to the contrary, including but not limited to any General or Special law conferring exclusive authority upon the Department of Agriculture to regulate and control the application of fertilizers elsewhere in the Commonwealth, the application of fertilizer containing nitrogen or phosphorus, or any other pollutants in the Town of Harwich is prohibited, except for the purposes of commercial agricultural and the residential use of organic fertilizer with low nitrogen and phosphorus for the use in growing fruits and vegetables that is allowable under the USDA National Organic Program organic standards (OMRI listed).

Section 4. This act shall take effect upon passage.

Or to take any other action related thereto.
By Petition (Lead Petitioner: Patrick Otton)

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

SUMMARY

Water is what brings people here and makes us want to stay in this special place of ours. Water is our most valuable environmental resource and our most valuable economic asset. It directly or indirectly affects every resident, property owner, visitor, and business in Harwich. Harwich has 22 ponds/lakes and H miles of coastline, water is our lifeblood and it is our responsibility to keep it healthy and protect what we love. Yes, please move forward to regulate fertilizers. Supporting the preparation of a Home Rule Petition an act addressing clean and healthy waters will protect Harwich's environment, wildlife, residents, visitors, pets, economy and property values before all is lost.

ROLL CALL VOTES:

Select Board:

To accept and adopt:

Yeas: 0 (Zero): None

Nays: 3 (Three): Julie Kavanagh, Michael MacAskill, Jeffrey Handler

Abstained: 1 (One): Donald Howell

PETITIONED ARTICLE - AFFIRM SUPPORT FOR A PUBLIC ACCESS OLYMPIC SWIMMING POOL AND FACILITIES AT THE HARWICH COMMUNITY CENTER

ARTICLE 15: To see if the Town will vote to adopt the following resolution:

WHEREAS, the Town of Harwich acknowledges the seasonal use of our ponds and seashore for recreational use; and,
WHEREAS, the Town of Harwich acknowledges that year-round swim lessons for our children, competitive swimming for our youth and recreational and fitness swimming for our adults would improve the health and well-being for all; and,
WHEREAS, the Harwich Community Center originally built in 2000 has the rough plumbing facilities needed to operate a pool; and,
WHEREAS, a pool and additional structure would need to be built as an additional wing to the Community Center. The last estimated cost in 2018, was \$18M; and,
WHEREAS, also needed would be a new staff person position to operate the pool. The Recreation department would be responsible for life guards and safety; and,
WHEREAS, all details of funding, costs, building, access, timing etc. would be addressed if positive interest is expressed; and,

NOW THEREFORE BE IT RESOLVED, that the Harwich Town Meeting supports the concept of a public access Olympic swimming pool and attendant facilities at the Harwich Community Center, and that the concept be referred to the Select Board, Town Administrator and the Capital Outlay Committee for consideration of inclusion in the Town's Capital Plan and to act fully thereon.

By Petition (Lead Petitioner: Patrick Otton)

Summary: A public Olympic size swimming pool would be an asset for all Harwich residents. This is a nonbinding question - a first step. Similar to golf, other recreational facilities and our beaches, a pool would promote the health, happiness and well-being of all Harwich residents.

ROLL CALL VOTES:

Select Board:

To accept and adopt:

Yeas: 0 (Zero): None

Nays: 4 (Four): Julie Kavanagh, Michael MacAskill, Jeffrey Handler, Donald Howell

ADOPT THE CAPITAL OUTLAY PLAN

ARTICLE 16: To see if the Town will vote pursuant to Section 9-6 of the Town Charter to adopt the five (5) year Capital Outlay Plan for FY 2025 through FY 2029 as proposed by the Select Board and set forth in Appendix C of this Warrant, and to act fully thereon.

By request of the Select Board. (APPENDIX C)

Explanation: The five-year Capital Outlay Plan is laid out in Appendix C. The projects listed under FY 2025 are funded as laid out in Articles 17, 18, 19 and 20. There are three projects that are not included in the Fiscal Year 2025 Capital Outlay Plan. They are;

- Facilities Maintenance – Brooks Academy Museum (\$1,160,000)
- Golf Department - Irrigation System Update (\$2,500,000)
- Public Works Department – Road Improvement Plan (\$1,500,000)

The Select Board intends on funding these three projects through a Fall 2024 Special Town Meeting if funds are available, most likely from Free Cash.

ROLL CALL VOTES:

Select Board:

To accept and adopt:

Yeas: 3 (Three): Julie Kavanagh, Michael MacAskill, Jeffrey Handler

Nays: 1 (One): Donald Howell

CAPITAL OUTLAY PROJECTS FUNDED FROM VARIOUS SOURCES

ARTICLE 17: To see if the Town will vote to raise and appropriate, transfer from available funds or borrow a sufficient sum of money to fund the projects in the table below included in the Fiscal Year 2025 Capital Outlay Plan, and to act fully thereon.

By request of the Select Board. Estimated cost: \$437,863.

Project	Amount	Source
Harwich Channel Equipment Upgrades	47,863	Cable Fund
Herring River Ramp Replacement	40,000	Waterways Improvement Fund
Facilities Maintenance – Harbor Generator	200,000	Waterways Improvement Fund
Electronic Records/Content Management	150,000	Community Compact IT Grant
Total from Other Sources	\$437,863	

Explanation: The projects listed above are fully funded through the sources identified in the table. The town received the grant award for the Community Compact IT Grant through the Governor's office in December 2023.

ROLL CALL VOTES:

Select Board:

To accept and adopt:

Yeas: 4 (Four): Julie Kavanagh, Michael MacAskill, Jeffrey Handler, Donald Howell

Nays: 0 (Zero): None

CAPITAL OUTLAY PROJECTS FUNDED FROM FREE CASH

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 fund the projects in the table below included in the FY 2025 Capital Outlay Plan, and to act fully thereon.

By request of the Select Board. Estimated cost: \$2,892,000.

Department	Project	Amount
Facilities Maintenance	Community Center (\$295,000)	\$997,000
	Public Safety Complex (\$52,000)	
	204 Sisson Road (\$650,000)	
Fire Department	Ambulances (\$520,000)	\$610,000
	Vehicles (\$90,000)	
Information Technology	Technology Reinvestment (\$250,000)	\$250,000
Police Department	Cruiser Replacements (\$219,000)	\$270,000
	Equipment Replacements (\$51,000)	
Public Works	Vehicle Replacements	\$765,000
Total from Free Cash		\$2,892,000

Explanation: Free Cash was certified on February 26, 2024 in the amount of \$2,956,463 of which \$2,892,000 is recommended to fund this article.

ROLL CALL VOTES:

Select Board:

To accept and adopt:

Yeas: 4 (Four): Julie Kavanagh, Michael MacAskill, Jeffrey Handler, Donald Howell

Nays: 0 (Zero): None

CAPITAL OUTLAY PROJECTS FUNDED FROM WATER RETAINED EARNINGS AND BORROWING

ARTICLE 19: To see if the Town will vote to raise and appropriate, transfer from available funds or borrow a sufficient sum of money to fund the items in the table below included in the FY 2025 Capital Outlay Plan, and to act fully thereon.

By request of the Select Board and the Board of Water and Wastewater Commissioners. Estimated cost: \$2,402,000

Vehicle replacements	270,000
Equipment replacements	232,000
Well Rehabilitation	150,000
Pleasant Lake Ave. Tank Painting	1,750,000
Total	2,402,000

ROLL CALL VOTES:

Select Board:

To accept and adopt:

Yeas: 4 (Four): Julie Kavanagh, Michael MacAskill, Jeffrey Handler, Donald Howell

Nays: 0 (Zero): None

CAPITAL OUTLAY PROJECTS FUNDED FROM WASTEWATER RETAINED EARNINGS

ARTICLE 20: 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 2025 Capital Outlay Plan, and to act fully thereon.

By request of the Select Board and the Board of Water and Wastewater Commissioners. Estimated cost: \$75,000.

Collections System Improvements	75,000
Total	75,000

ROLL CALL VOTES:

Select Board:

To accept and adopt:

Yeas: 4 (Four): Julie Kavanagh, Michael MacAskill, Jeffrey Handler, Donald Howell

Nays: 0 (Zero): None

ACQUISITION OF A CONSERVATION RESTRICTION FOR 1039 ROUTE 28

ARTICLE 21: To see if the Town will vote to acquire, by gift, purchase, eminent domain, or otherwise, a perpetual conservation restriction upon a certain parcel of land, together with any improvements thereon, located at 1039 Route 28, Harwich, consisting of 9.6 acres, more or less, as shown on Assessor's Map 35, Parcel S2, for conservation and passive recreation purposes, to be held by the Conservation Commission under the provisions of M.G.L. c. 40, s. 8C, as hereafter amended, and any other Massachusetts statutes relating to conservation, said acquisition contingent upon successful awarding to the Town of a Commonwealth of Massachusetts Municipal Vulnerability Preparedness (MVP) program reimbursement grant; and, further, to authorize the Town to accept the sum of \$2,000,000 from The Compact of Cape Cod Conservation Trust, Inc. and to expend the sum of \$2,000,000 to acquire said conservation restriction; and the Select Board and the Conservation Commission be authorized to file on behalf of the Town any and all applications for grants and/or reimbursements from the Commonwealth of Massachusetts under M.G.L. c. 132A, s. 11 and/or any others in any way connected with the scope of this Article, and the Select Board and the Conservation Commission be authorized to enter into all agreements and execute any and all instruments including the acceptance of the perpetual conservation restriction in accordance with M.G.L. c. 184, ss. 31-33 as may be necessary on behalf of the Town to effect said purchase; and to act fully thereon.

By request of the Select Board.

Explanation: The Harwich Conservation Trust and Town Administrator are working collaboratively to secure the Municipal Vulnerability Preparedness (MVP) grant as referenced in the article. The Town submitted an "Expression of Interest" (EOI) back in December 2023 and will have applied for the Fiscal Year 2025 before Town Meeting.

ROLL CALL VOTES:

Select Board:

To accept and adopt:

Yeas: 4 (Four): Julie Kavanagh, Michael MacAskill, Jeffrey Handler, Donald Howell

Nays: 0 (Zero): None

EXPENDITURE OF FUNDS FROM SALE OF 276 QUEEN ANNE ROAD

ARTICLE 22: To see if the Town will vote to authorize the Select Board to acquire, by gift, purchase, eminent domain, or otherwise, a fee, or lesser interest, in a parcel or parcels of land within the Town of Harwich, and to authorize the Select Board to expend the sum of \$1,505,001.00 from the Sale of Land Sinking Fund pursuant to G.L. c. 44, §63 for these acquisitions, including all costs incidental and related thereto, said acquisitions determined by the Select Board to be in the best interests of the Town; and the Select Board be authorized to enter into all agreements and execute any and all instruments including, but not limited to, orders of taking, as may be necessary on behalf of the Town to accomplish the purpose of this article; and to act fully thereon.

By request of the Select Board.

Explanation: This article is recommended to be funded by the Sale of Land Sinking Fund (Sale of Land Receipts Reserved Account) with the proceeds derived from the recent sale of the surplus property at 276 Queen Anne Road.

ROLL CALL VOTES:

Select Board:

To accept and adopt:

Yeas: 4 (Four): Julie Kavanagh, Michael MacAskill, Jeffrey Handler, Donald Howell

Nays: 0 (Zero): None

CORRECT ARTICLE 24 FROM THE 2023 ANNUAL TOWN MEETING

ARTICLE 23: To see if the Town will vote to amend the vote taken under Article 24 of the 2023 Annual Town Meeting by adding the following language to the end of the motion: "and further, to authorize the the Conservation Commission to acquire a conservation restriction pursuant to G.L. c. 40, section 8C, on two parcels of land located at 61 and 77 Bells Neck Road, Harwich as shown on Assessors Map 18, Parcels K2 and K6, for conservation and passive outdoor recreation purposes pursuant to G.L. c. 184, sections 31-33", and to act fully thereon.

By request of the Select Board and the Community Preservation Committee.

Explanation: This article corrects Article 24 by including previously omitted language regarding the acquisition of a conservation restriction.

ROLL CALL VOTES:

Select Board:

To accept and adopt:

Yeas: 4 (Four): Julie Kavanagh, Michael MacAskill, Jeffrey Handler, Donald Howell

Nays: 0 (Zero): None

COMMUNITY PRESERVATION ACT –HOUSEKEEPING EXPENSES

ARTICLE 24: To see if the Town will vote to hear and act on the report of the Community Preservation Committee on the Fiscal Year 2025 Community Preservation Budget, and to reserve for future spending the following amounts from Community Preservation Act Fund FY 2025 Estimated Annual Revenue as recommended by the Community Preservation Committee, with each item considered a separate appropriation:

- A sum of money for the acquisition, creation, and preservation of the open space;
- A sum of money for the acquisition, preservation, restoration, and rehabilitation of historic resources;
- A sum of money for the acquisition, creation, preservation, and support of community housing;
- A sum of money for the administrative expenses of the Community Preservation Committee.

RESERVES AND ADMINISTRATIVE EXPENSES	FY 2025
Open Space Reserve	\$ 199,500.00 from FY2025 Estimated Annual Revenue
Historic Preservation Reserve	\$ 199,500.00 from FY2025 Estimated Annual Revenue
Community Housing Reserve	\$ 199,500.00 from FY 2025 Estimated Annual Revenue
Administrative Expenses	\$75,000 from FY2025 Estimated Annual Revenue

And to act fully thereon.

ROLL CALL VOTES:

Select Board:

To accept and adopt:

Yeas: 4 (Four): Julie Kavanagh, Michael MacAskill, Jeffrey Handler, Donald Howell

Nays: 0 (Zero): None

COMMUNITY PRESERVATION ACT – BEACH AUTOMATED EXTERNAL DEFIBRILLATOR (AED) ACQUISITION

ARTICLE 25: To see if the Town will vote to appropriate \$39,000.00 from the Community Preservation Act Fund consisting of \$17,300.00 from the FY2025 Estimated Annual Revenue and \$21,700.00 from the Community Preservation Act Undesignated Fund Balance to fund the Beach Automated External Defibrillator Project Any funds left unspent from this Article are to be returned to the Community Preservation Act Fund –Undesignated Fund Balance, and to act fully thereon.

By request of the Community Preservation Committee.

Explanation: Funding supports the purchase of fifteen (15) AED units for all lifeguard stands at guarded town beaches. An AED is a useful tool in continued lifesaving in an emergency situation. The AED's could be used in the offseason for many other recreational programs and activities.

ROLL CALL VOTES:

Select Board:

To accept and adopt:

Yeas: 4 (Four): Julie Kavanagh, Michael MacAskill, Jeffrey Handler, Donald Howell

Nays: 0 (Zero): None

COMMUNITY PRESERVATION ACT – COLD BROOK TRAILHEAD AND PUBLIC ACCESS PROJECT

ARTICLE 26: To see if the Town will vote to appropriate \$250,000 from the Community Preservation Act Fund – FY2025 Estimated Annual Revenue to fund the Cold Brook Trailhead and Public Access Project at 203, 199 and 0 Bank Street, shown on Assessors Map 23, Parcels B3, B2 and B2-1, for the purposes of the rehabilitation and restoration of land for recreational use, and that the Town Administrator and the Select Board be authorized, as they deem appropriate, to enter into all agreements and execute any and all instruments as may be necessary on behalf of the Town of Harwich to effect said funding. Any funds left unspent from this Article are to be returned to the Community Preservation Act Fund – Undesignated Fund Balance; and to act fully thereon. By request of the Community Preservation Committee.

By request of the Community Preservation Committee.

Explanation: Funding to support available parking for the Robert F. Smith Cold Brook Preserve, the Harwich Fire Association (HFA) restored Firehouse and handicapped accessible spaces for the soon-to-be completed half-mile wheelchair accessible trail loop; as well as addressing stormwater run-off to protect water quality in the Cold Brook watershed, and support to align with water quality and habitat improvement goals associated with the ecological restoration project currently occurring within the Cold Brook Preserve.

ROLL CALL VOTES:

Select Board:

To accept and adopt:

Yeas: 4 (Four): Julie Kavanagh, Michael MacAskill, Jeffrey Handler, Donald Howell

Nays: 0 (Zero): None

COMMUNITY PRESERVATION ACT – HARWICH POLICE SOCCER CLUB STREET SOCCER PITCH

ARTICLE 27: To see if the Town will vote to appropriate \$48,700.00 from Community Preservation Act Fund FY2025 Estimated Annual Revenue to fund the Mobile Soccer Pitch Project Any funds left unspent from this Article are to be returned to the Community Preservation Act Fund –Undesignated Fund Balance; and to act fully thereon.

By request of the Community Preservation Committee

Explanation: Funding to support the Harwich Police Soccer Club's purchase of a portable Street Soccer Pitch (a portable field set-up) that can be used town-wide to provide the opportunity for all the local community to enjoy. Players develop better game skills while fostering social, emotional, physical and cognitive development.

ROLL CALL VOTES:

Select Board:

To accept and adopt:

Yeas: 4 (Four): Julie Kavanagh, Michael MacAskill, Jeffrey Handler, Donald Howell

Nays: 0 (Zero): None

COMMUNITY PRESERVATION ACT – AFFORDABLE HOUSING TRUST FUNDS

ARTICLE 28: To see if the Town will vote to appropriate \$500,000.00 from the Community Preservation Act Fund, consisting of \$199,500.00 from the FY2025 Community Housing Reserve Fund and \$300,500.00 from the FY2025 Estimated Annual Revenue to fund the Affordable Housing Trust; and to act fully thereon.

By request of the Community Preservation Committee.

Explanation: Fund the Harwich Affordable Housing Trust to allow for the analysis, promotion of public discussion, and creation of affordable housing units to meet critical housing needs.

ROLL CALL VOTES:

Select Board:

To accept and adopt:

Yeas: 4 (Four): Julie Kavanagh, Michael MacAskill, Jeffrey Handler, Donald Howell

Nays: 0 (Zero): None

COMMUNITY PRESERVATION ACT – LOWER CAPE HOUSING INSTITUTE

ARTICLE 29: To see if the Town will vote to appropriate \$7,500.00 from the Community Preservation Act Fund FY2025 Estimated Annual Revenue to fund the Lower Cape Housing Institute. Any funds left unspent from this Article are to be returned to the Community Preservation Act Fund –Undesignated Fund Balance, and to act fully thereon.

By request of the Community Preservation Committee.

Explanation: Funds to support the Community Development Partnership's Lower Cape Housing Institute which provides education to local elected and appointed officials that help support Affordable Housing development in their town.

ROLL CALL VOTES:

Select Board:

To accept and adopt:

Yeas: 4 (Four): Julie Kavanagh, Michael MacAskill, Jeffrey Handler, Donald Howell

Nays: 0 (Zero): None

COMMUNITY PRESERVATION ACT – MONOMOY REGIONAL SCHOOL DISTRICT PRESS BOX PROJECT

ARTICLE 30: To see if the Town will vote to appropriate \$100,000.00 from the Community Preservation Act Fund FY2025 Estimated Annual Revenue to fund the Monomoy Press Box Project; Any funds left unspent from this Article are to be returned to the Community Preservation Act Fund –Undesignated Fund Balance, or to act thereon.

By request of the Community Preservation Committee

Explanation: Partial funding to support the Monomoy All Sports Booster Club's Press Box project at the stadium turf field (to be ADA compliant) which upon completion will become the property of the Monomoy Regional School District. This press box will provide a more interactive experience for young athletes, allowing for the capability to commentate and film activities on the field as well as enhancing other school and community group usage.

ROLL CALL VOTES:

Select Board:

To accept and adopt:

Yeas: 4 (Four): Julie Kavanagh, Michael MacAskill, Jeffrey Handler, Donald Howell

Nays: 0 (Zero): None

COMMUNITY PRESERVATION ACT – NORTH WOODS AND WATER SUPPLY PROTECTION PROJECT

ARTICLE 31:

To see if the Town will vote to appropriate \$100,000.00 from the Community Preservation Act Fund - Open Space Reserve Fund to fund the Northwoods Project for the acquisition of a Conservation Restriction on a parcel of land of approximately 7± acres as described on Assessors Map 89, Parcel G1, with an address of 0 Woodland, Harwich, for conservation and passive outdoor recreation purposes pursuant to G.L.c. 184, sections 31-33, said conservation restriction to be held by the Conservation Commission by authority of G.L.c. 40, section 8C, and that the Town Administrator and the Select Board and the Conservation Commission be authorized, as they deem appropriate, to enter into all agreements and execute any and all instruments including the acceptance and approval of the perpetual conservation restriction in accordance with M.G.L. Chapter 184 as required by Section 12(a) of Chapter 44B or Chapter 293 Section 10 of the Acts of 1998 as amended, as may be necessary on behalf of the Town of Harwich to effect said purchase. Any funds left unspent from this Article are to be returned to the Community Preservation Act Fund – Open Space Reserve Fund; and to act fully thereon.

By request of the Community Preservation Committee.

Explanation: Funding to support the purchase of a Conservation Restriction by the Town of Harwich to protect approximately seven (7) acres in North Harwich on the Brewster/Harwich line to protect water quality (located near Harwich water supply land) and protection of prime forest land, valuable wildlife corridor, and priority habitat of rare species.

ROLL CALL VOTES:

Select Board:

To accept and adopt:

Yeas: 4 (Four): Julie Kavanagh, Michael MacAskill, Jeffrey Handler, Donald Howell

Nays: 0 (Zero): None

COMMUNITY PRESERVATION ACT – 203 BANK STREET FIREHOUSE HOUSING

ARTICLE 32:

To see if the Town will vote to appropriate \$400,000.00 from the Community Preservation Act Fund FY2025 Estimated Annual Revenue to fund the 203 Bank Street Community Housing Project at the Old Fire Station, and that the Town Administrator and the Select Board be authorized, as they deem appropriate, to enter into all agreements and execute any and all instruments including a CPA Grant Agreement, and the acceptance and approval of an affordable housing restriction in accordance with M.G.L. Chapter 184 as required by Section 12(a) of Chapter 44B; and to act fully thereon.

By request of the Community Preservation Committee.

Explanation: Provide funding to the Harwich Fire Association to support the rehabilitation of the second floor for the construction of three (3) one-bedroom affordable rate rental housing units.

ROLL CALL VOTES:

Select Board:

To accept and adopt:

Yeas: 4 (Four): Julie Kavanagh, Michael MacAskill, Jeffrey Handler, Donald Howell

Nays: 0 (Zero): None

COMMUNITY PRESERVATION ACT – RED RIVER VALLEY LAND AND WATER PROTECTION PROJECT

ARTICLE 33:

To see if the Town will vote to appropriate \$99,500 from the Community Preservation Act Fund - Open Space Reserve Fund and \$50,500 from FY25 Estimated Revenue for the acquisition of a Conservation Restriction in the amount of \$150,000 on a parcel of land of approximately 2.24± acres as described on Assessors Map 35, parcel E-5, with an address of 0 Route 28, Harwich, for conservation, passive outdoor recreation purposes and water supply protection purposes pursuant to G.L.c. 184, sections 31-33, said conservation restriction to be held by the Conservation Commission by authority of G.L.c. 40, section 8C, and that the Town Administrator, the Select Board and the Conservation Commission be authorized, as they deem appropriate, to enter into all agreements and execute any and all instruments including the acceptance and approval of the perpetual conservation restriction in accordance with M.G.L. Chapter 184 as required by Section 12(a) of Chapter 44B or Chapter 293 Section 10 of the Acts of 1998 as amended, as may be necessary on behalf of the Town of Harwich to effect said purchase. Any funds left unspent from this Article are to be returned to the Community Preservation Act Fund – Open Space Reserve Fund; and to act fully thereon.

By request of the Community Preservation Committee.

Explanation: Funding to support the purchase of a Conservation Restriction by the Town of Harwich to protect approximately 2.24 acres in South Harwich to provide water quality protection in the Red River watershed, protect water supply recharge for the Town of Harwich public water supply wells, protection of scenic views on Route 28, and protection of wildlife habitat.

ROLL CALL VOTES:

Select Board:

To accept and adopt:

Yeas: 4 (Four): Julie Kavanagh, Michael MacAskill, Jeffrey Handler, Donald Howell

Nays: 0 (Zero): None

COMMUNITY PRESERVATION ACT – SENIOR MEMORIAL SOFTBALL FIELD FENCING

ARTICLE 34:

To see if the Town will vote to appropriate \$110,000.00 from Community Preservation Act Fund FY2025 Estimated Annual Revenue to fund the Senior Softball Field Fence Project. Any funds left unspent from this Article are to be returned to the Community Preservation Act Fund – Undesignated Fund Balance, and to act fully thereon.

By request of the Community Preservation Committee

Explanation: Funding supports the complete replacement of all fencing around the field including the backstop. The current fencing is at the end of its useful life and presents a safety risk. This field is located behind Whitehouse Field and next to Potter Softball Field and used on a constant basis throughout the spring and summer months.

ROLL CALL VOTES:

Select Board:

To accept and adopt:

Yeas: 4 (Four): Julie Kavanagh, Michael MacAskill, Jeffrey Handler, Donald Howell

Nays: 0 (Zero): None

COMMUNITY PRESERVATION ACT – SOUTH HARWICH GRAVESTONE CONSERVATION

ARTICLE 35:

To see if the Town will vote to appropriate \$23,000.00 from the Community Preservation Act Fund FY2025 Historic Preservation Reserve Fund to fund the South Harwich Cemetery Project; Any funds left unspent from this Article are to be returned to the Community Preservation Act Fund – Undesignated Fund Balance, and to act fully thereon.

By request of the Community Preservation Committee.

Explanation: Funding to support the repair and restoration of gravestones in the South Harwich cemetery located on the grounds of the South Harwich Meeting House.

ROLL CALL VOTES:

Select Board:

To accept and adopt:

Yeas: 4 (Four): Julie Kavanagh, Michael MacAskill, Jeffrey Handler, Donald Howell

Nays: 0 (Zero): None

COMMUNITY PRESERVATION ACT – VETERANS MEMORIAL COMPLEX ELECTRIC IRRIGATION REPLACEMENT

ARTICLE 36:

To see if the Town will vote to appropriate \$37,000.00 from Community Preservation Act Fund FY2025 Estimated Annual Revenue to fund the Veterans Field Irrigation/Electrical Project Any funds left unspent from this Article are to be returned to the Community Preservation Act Fund – Undesignated Fund Balance, and to act fully thereon.

By request of the Community Preservation Committee.

Explanation: Funding for the complete replacement of the electrical system that controls the irrigation for the multi-field complex. The field irrigation system will be rendered unusable without this improvement. This complex includes the Bassett Softball Field and the Crowell Baseball Field and the open recreational space between them. This complex has been used for over 15 years in Spring and Summer including usage by the Cranberry Festival, the annual Hooker’s Ball, rugby and lacrosse tournaments, and AAU baseball.

ROLL CALL VOTES:

Select Board:

To accept and adopt:

Yeas: 4 (Four): Julie Kavanagh, Michael MacAskill, Jeffrey Handler, Donald Howell

Nays: 0 (Zero): None

REPURPOSE ARTICLE 31 OF THE 2013 ANNUAL TOWN MEETING

ARTICLE 37:

To see if the Town will vote to transfer \$25,000 from the appropriation under Article 31 of the 2013 Annual Town Meeting for carpeting/flooring at the Brooks Free Library to supplement the funds appropriated under Article 12 of the 2019 Annual Town Meeting for the repair of the brick sidewalk at the Brooks Free Library including the replacement of two trees along Main Street with trees whose roots do not damage sidewalks, and to act fully thereon.

By request of the Select Board and the Board of Library Trustees.

Explanation: The Board of Library Trustees voted to recommend this action to help defray the costs anticipated in the completion of the sidewalk repair and tree removal. The Department of Public Works has indicated funds previously appropriated under Article 12 (Item #6 for \$90,000) at the 2019 Annual Town Meeting are insufficient to complete this project. It is expected that the amount in this article combined with the original funds will be sufficient.

The original purpose of Article 31 is no longer relevant as the Facilities Maintenance Department has evaluated the condition of the tile flooring in the bathrooms in Brooks Free Library and has determined that they are structurally sound.

ROLL CALL VOTES:

Select Board:

To accept and adopt:

Yeas: 4 (Four): Julie Kavanagh, Michael MacAskill, Jeffrey Handler, Donald Howell

Nays: 0 (Zero): None

FUND FISCAL YEAR 2024 WASTEWATER DEBT

ARTICLE 38:

To see if the Town will vote to transfer from Wastewater Retained Earnings \$858,742 for the FY 2024 Wastewater Enterprise Fund operating budget, and to act fully thereon.

By request of the Select Board. Estimated cost: \$858,742.

Explanation: This article is necessary in order to have sufficient funds available in the Wastewater Enterprise Fund operating budget to make a debt service payment on existing sewer bonds due before the end of Fiscal Year 2024. The funds are coming from Certified Retained Earnings of the Wastewater Enterprise Fund.

ROLL CALL VOTES:

Select Board:

To accept and adopt:

Yeas: 4 (Four): Julie Kavanagh, Michael MacAskill, Jeffrey Handler, Donald Howell

Nays: 0 (Zero): None

ANNUAL DEPARTMENTAL REVOLVING FUNDS AUTHORIZATION

ARTICLE 39:

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

Revolving Fund	FY 2025 Spending Limit	Disposition of FY24 Fund balance
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
Wetlands	\$6,000	Available for expenditure
204 Sisson Road Municipal Building	\$300,000	Available for expenditure
Sidewalks	\$50,000	Available for expenditure
Tax Title Collection	\$36,000	Available for expenditure

Explanation: This is a customary article required by state statute. The spending limits are the same as was voted for Fiscal Year 2024.

ROLL CALL VOTES:

Select Board:

To accept and adopt:

Yeas: 3 (Three): Julie Kavanagh, Michael MacAskill, Jeffrey Handler

Nays: 1 (One): Donald Howell

TRANSFER 172 QUEEN ANNE ROAD FOR DISPOSITION

ARTICLE 40: To see if the Town will vote to transfer the care, custody and control of the parcel of land located at 172 Queen Anne Road, and any improvements thereon, containing 0.684 acres, more or less, being Assessor's Map 58, Parcel K1-3, from the board or commission having the care, custody and control thereof and for the purpose for which said property is currently held, to the Select Board for general municipal purposes and for the purpose of conveyance, and authorize the Select Board to convey said property, on such terms and conditions as the Select Board shall determine; and to authorize the Select Board to enter into all deeds and agreements and take any and all actions as may be necessary or convenient to accomplish the foregoing purposes; and to act fully thereon.

By request of the Select Board.

Explanation: The Real Estate and Open Space Committee (REOS) has evaluated this parcel (and two others) and stated that all parcels are somewhat wooded, contain no wetlands, with lots of underbrush and trash. These are not in a Zone of contribution, have no natural resource value, and do not support any endangered species or habitats. Therefore, it is the conclusion of REOS that these three parcels, having no resource value, would be acceptable for disposition.

ROLL CALL VOTES:

Select Board:

To accept and adopt:

Yeas: 4 (Four): Julie Kavanagh, Michael MacAskill, Jeffrey Handler, Donald Howell

Nays: 0 (Zero)

TRANSFER 178 QUEEN ANNE ROAD FOR DISPOSITION

ARTICLE 41: To see if the Town will vote to transfer the care, custody and control of the parcel of land located at 178 Queen Anne Road, and any improvements thereon, containing 0.792 acres, more or less, being Assessor's Map 58, Parcel K1-4, from the board or commission having the care, custody and control thereof and for the purpose for which said property is currently held, to the Select Board for general municipal purposes and for the purpose of conveyance, and authorize the Select Board to convey said property, on such terms and conditions as the Select Board shall determine; and to authorize the Select Board to enter into all deeds and agreements and take any and all actions as may be necessary or convenient to accomplish the foregoing purposes; and to act fully thereon.

By request of the Select Board.

Explanation: The Real Estate and Open Space Committee (REOS) has evaluated this parcel (and two others) and stated that all parcels are somewhat wooded, contain no wetlands, with lots of underbrush and trash. These are not in a Zone of contribution, have no natural resource value, and do not support any endangered species or habitats. Therefore, it is the conclusion of REOS that these three parcels, having no resource value, would be acceptable for disposition.

ROLL CALL VOTES:

Select Board:

To accept and adopt:

Yeas: 4 (Four): Julie Kavanagh, Michael MacAskill, Jeffrey Handler, Donald Howell

Nays: 0 (Zero): None

TRANSFER 246 QUEEN ANNE ROAD FOR DISPOSITION

ARTICLE 42: To see if the Town will vote to transfer the care, custody and control of the parcel of land located at 246 Queen Anne Road, and any improvements thereon, containing 1.45 acres, more or less, being Assessor's Map 58, Parcel K6, from the board or commission having the care, custody and control thereof and for the purpose for which said property is currently held, to the Select Board for general municipal purposes and for the purpose of conveyance, and authorize the Select Board to convey said property, on such terms and conditions as the Select Board shall determine; and to authorize the Select Board to enter into all deeds and agreements and take any and all actions as may be necessary or convenient to accomplish the foregoing purposes; and to act fully thereon.

By request of the Select Board.

Explanation: The Real Estate and Open Space Committee (REOS) has evaluated this parcel (and two others) and stated that all parcels are somewhat wooded, contain no wetlands, with lots of underbrush and trash. These are not in a Zone of contribution, have no natural resource value, and do not support any endangered species or habitats. Therefore, it is the conclusion of REOS that these three parcels, having no resource value, would be acceptable for disposition.

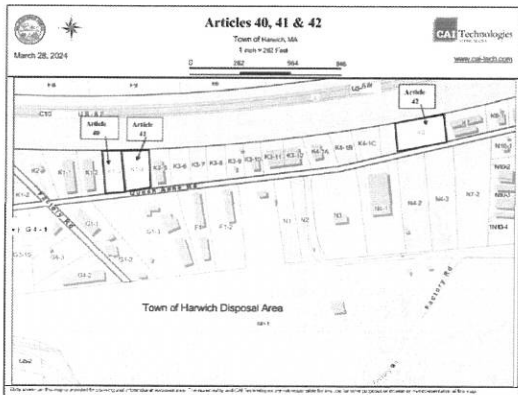
ROLL CALL VOTES:

Select Board:

To accept and adopt:

Yeas: 4 (Four): Julie Kavanagh, Michael MacAskill, Jeffrey Handler, Donald Howell

Nays: 0 (Zero): None



AMEND CHAPTER 7 OF THE GENERAL BYLAWS

ARTICLE 43: To see if the Town will vote to amend the Town of Harwich General Bylaws (§7-10 Composition of appointed Town Agencies) of the Town Code, as set forth below, with strikethrough text to be deleted and bold, underlined text to be inserted:

§7-10 A.1

Pursuant to Chapter 7 of the Town Charter, the following appointed boards and committees shall be comprised as follows:

Board	Membership	Charter Reference
<u>1</u> Board of Health	Five full members, <u>two alternates</u>	§ 7-4-1

and to act fully thereon.

By request of the Select Board.

Explanation: This amendment to the General Bylaws will add two alternates to the Board of Health.

ROLL CALL VOTES:

Select Board:

To accept and adopt:

Yeas: 4 (Four): Julie Kavanagh, Michael MacAskill, Jeffrey Handler, Donald Howell

Nays: 0 (Zero): None

AMEND CHAPTER 271 OF THE GENERAL BYLAWS

ARTICLE 44: To see if the Town will vote to amend the Town of Harwich General Bylaws Chapter 271 of the Town Code, as set forth below, with strikethrough text to be deleted and bold, underlined text to be inserted:

§271-3

During the legislative session of Town Meeting the floor shall be occupied solely by registered voters, and it shall be the duty of the Moderator to clear the floor of all nonvoters. Nonvoters shall not address the Meeting without majority consent thereof; provided, however, that the Moderator may ~~shall~~ allow a nonresident department head to speak on any article the subject matter of which might affect that department or in response to questions from the floor.

§271-16

~~Votes of the Board of Selectmen and Finance Committee establishing recommendations regarding Town Meeting articles shall be made available upon the request of any registered voter at a Regular or Special Town Meeting. Votes of the Select Board and Finance Committee establishing recommendations regarding Town Meeting articles shall be printed in the warrant with each individual's recorded vote.~~

and to act fully thereon.

By request of the Select Board.

Explanation: The amendment to §271-3 will require that the Moderator allow nonresident department head to speak on any article which might affect that department or in response to questions from the floor.

The amendment to §271-6 will align the General Bylaw with the provisions of the Town Charter regarding recording of individuals votes of the Select Board and the Finance Committee in the warrant.

ROLL CALL VOTES:

Select Board:

To accept and adopt:

Yeas: 4 (Four): Julie Kavanagh, Michael MacAskill, Jeffrey Handler, Donald Howell

Nays: 0 (Zero): None

AMENDMENTS TO THE HARWICH CHARTER

ARTICLE 45: To see if the Town will vote pursuant to M.G.L. c.43B, §10 to amend the Town Charter, as set forth below, with strikethrough text to be deleted and bold, underlined text to be inserted:

1. Chapter 2 Town Meeting, Section 3 Procedures:

2-3-1 The annual election of town officers shall be called under clause 8-1-1 of chapter 8. The annual town meeting for transaction of other town business shall be held the first Monday in May. The annual town meeting shall meet regularly in the first week of May to consider and adopt annual operating and capital budgets, and to act on financial and other matters. The meeting shall be continued to other days, until all articles in the warrant have been acted upon.

2. Chapter 3 Select Board, Section 1 The Select Board

3-1-2 Vacancies in the office of ~~selectmen~~ select board shall be filled by special election in accordance with general law.

3. Chapter 3 Select Board, Section 5 Specific powers, Duties, and Responsibilities

3-5-3 ~~The select board shall have the authority to designate from time to time one or more of its members to sign warrants for the payment of town funds in the absence of the town administrator as referenced in clause 4-6-1. This designation shall be by a majority of the board at a duly called and held public meeting. The vote shall take effect as soon as a written copy of it signed by a majority of the board is filed in the offices of the town clerk, town accountant and town treasurer. The select board chair shall have the authority to designate from time to time one of more of its members to sign warrants for the payment of town funds in the absence of the town administrator as referenced in clause 4-6-1. The town treasurer shall be notified by the chair of this designation.~~

4. Chapter 3 Select Board, Section 6 Powers of Appointment

3-6-1 Except as may otherwise be provided by General Laws, this charter, or the personnel bylaw, the select board shall have the power to appoint and remove: a) a town administrator as provided in chapter 4; b) a town counsel; c) a town accountant; d) a police chief; e) a fire chief; f) 3 assessors for overlapping 3-year terms; g) 3 members of a board of registrars of voters for overlapping 3-year terms; h) election officers; and i) 1 or more constables, and j) human resources position.

5. Chapter 3 Select Board, Section 7. Prohibitions

3-7-1 Except for the purpose of investigation authorized by this charter, the ~~board of selectmen~~ Select Board or its members shall deal with town officers and employees who are subject to the direction and supervision of the town administrator solely through the town administrator, and neither the board nor its members shall give orders to these officers or employees, either publicly or privately. The human resources position will report to both the town administrator and the select board.

6. Chapter 4 Town Administrator, Responsibilities for Appointment
4-4-2 Except as may otherwise be provided by General Laws, this charter, the personnel bylaw, or collective bargaining, the town administrator shall have the authority to appoint, on the basis of merit and fitness alone, and remove: a) all full-time town employees; b) all part-time employees; c) all employees of appointed town agencies; d) 1 or more inspectors; and e) all other full-time, part-time or seasonal employees. Any such appointments or removals may be overturned only by the affirmative vote of at least 4 members of the Select Board seletemen taken within 14 days of the town administrator's action in initiating such appointment or removal.

7. Chapter 4 Town Administrator, Section 4 Responsibilities

4.4-3 ~~The town administrator shall appoint the harbor master and any assistant harbor masters.~~

8. Chapter 7 Appointed Town Agencies, Section 4, Board of Health

~~7-4-1~~ A board of health of up to five members and two alternate members shall be appointed by the Select Board in such numbers as outlined in chapter 7, Article III, Boards and Committees, of the Town's bylaws for 3-year overlapping terms. One member, at least, shall be a doctor of medicine, or a person with significant experience in public health.

9. Chapter 8 Election and Recall, Section 1 Town Elections

8-1-1 The regular election for all town officers who are chosen by ballot shall be held the third Tuesday in May. The warrant calling this election may include other ballot questions as determined by the select board seletemen.

10. Chapter 9 Financial Provisions and Procedures, Section 2 Section 2 Submission of Budget and Budget Message

9-2-4 On or before the second Tuesday of February, the town administrator shall submit to the Select Board a comprehensive budget for all town functions for the ensuing fiscal year and shall submit to the select board seletemen a budget message.

11. Chapter 9 Financial Provisions and Procedures, Section 3 Action on the Proposed Budget

9-3-3 The finance committee shall conduct 1 or more public hearings on the proposed budget after it has been submitted to it by the select board seletemen and by March 31 of each year shall submit its written recommendations on the budget and on all articles to appear in the warrant. These written recommendations shall be made available for distribution to the public at least 10 days before the scheduled date of town meeting. To assist in its preparation of recommendations, the committee may require the town administrator, the head of any division or department or any other town officer or member of a town agency to furnish it with appropriate data

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

Explanation: This article proposes several amendments to the Town Charter, including correcting remaining references to Select Board, minor changes to Town Meeting and financial procedures, providing that the Human Resources Position (who will report to both the Town Administrator and the Select Board) and the Harbormaster will be appointed by the Select Board, adding two alternate members of the Board of Health, changing the reference from water department to water/wastewater department

ROLL CALL VOTES:

Select Board:

To accept and adopt:

Yeas: 4 (Four): Julie Kavanagh, Michael MacAskill, Jeffrey Handler, Donald Howell

Nays: 0 (Zero): None

PETITIONED ARTICLE - HOME RULE PETITION - ATTAINABLE HOUSING

ARTICLE 46: To see if the Town will vote to Special Legislation to Amend the Harwich Affordable Housing Trust Bylaw Chapter 140 to include Attainable Housing. Specifics text of the Article is contained on the attached sheet to this petition.

SPECIAL LEGISLATION TO AMEND HARWICH AFFORDABLE HOUSING TRUST FUND BYLAW CHAPTER 140 TO INCLUDE ATTAINABLE HOUSING

ARTICLE : To see if the Town will vote to authorize and instruct the Select Board to petition the Great and General Court for special legislation authorizing the Town to amend Chapter 140 Affordable Housing Trust as set forth below; provided, however, that the General Court may make clerical or editorial changes of form only to the bill, unless the Board of Selectmen approves amendments to the bill before enactment by the General Court which are within the scope of the general public objectives of the petition, and to act fully thereon. By request of Ed McManus.
The petition for special legislation shall take the following form:

AN ACT AUTHORIZING THE TOWN OF HARWICH AFFORDABLE HOUSING TRUST TO PROVIDE FOR THE CREATION OF ATTAINABLE HOUSING

Be it enacted by the Senate and House of Representatives in General Court assembled, and by the authority of the same, as follows:

Section 1. Notwithstanding any general or special law to the contrary, the Harwich Affordable Housing Trust Chapter 140, shall be amended as follows:

Amend Section 140-2 to include an additional subsection C. as set forth below in bold:

The purpose of the Harwich Affordable Housing Trust Fund (Trust) is to provide for the creation and preservation of affordable housing in Harwich for the benefit of low- and moderate- income households, for the creation and preservation of attainable housing, as defined below in Section 140-4, and for the funding of community housing, as defined in and in accordance with the provisions of MGL Chapter 44 Section 55C.

Add the following new Section 140-4. Definition of Attainable Housing set forth below in bold:
SECTION 140-4. Definition of Attainable Housing For the purpose of this Bylaw, the term "attainable housing" shall mean housing that is not restricted to occupancy by low or moderate income households, and that may also include housing subject to maximum income limits to be occupied by households with gross income greater than 80 per cent but not more than 200 per cent of the area median household income as most recently determined by the United States Department of Housing and Urban Development, adjusted for household size.

Section 2. This act shall take effect upon its passage, provided, however, that the General Court may make clerical or editorial changes of form only to the bill, unless the Select Board approve amendments to the bill before enactment by the General Court; and provided further that the Select Board is hereby authorized to approve amendments which shall be within the scope of the general public objectives of this petition; and to further authorize the Select Board to approve the final language of any such special legislation or to take any other action relative thereto.

EXPLANATION: The housing market on Cape Cod has now moved out of reach for many working people and families. Both private and public jobs are vacant because potential employees can't find housing. The trust is now limited to providing assistance to create housing only for people who are at or below 100% Area Medium Income. Passage of this Article would expand the Trust's toolbox to address our housing needs. It does not require any funding, but it would allow the Trust to work with private donors to help create this much needed housing.

By Petition (Lead Petitioner: Edward McManus)

ROLL CALL VOTES:

Select Board:

To accept and adopt:

Yeas: 4 (Four): Julie Kavanagh, Michael MacAskill, Jeffrey Handler, Donald Howell

Nays: 0 (Zero): None

DEFRAY THE EXPENSES OF THE CHASE LIBRARY AND HARWICH PORT LIBRARY

ARTICLE 47: To see if the Town will vote to raise and appropriate and/or transfer from available funds a sum of money 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 Trustee, and to act fully thereon. By request of the Select Board. Estimated cost: \$20,000.

Explanation: This is a customary article wherein the Town of Harwich provides money in support of our two, private community libraries. These two longstanding institutions are a mainstay of our community to the visiting public in the summer months. The funds provide help ensure continuing operations as in years past.

ROLL CALL VOTES:

Select Board:

To accept and adopt:

Yeas: 4 (Four): Julie Kavanagh, Michael MacAskill, Jeffrey Handler, Donald Howell

Nays: 0 (Zero): None

PROMOTE THE TOWN OF HARWICH

ARTICLE 48: To see if the Town will vote to raise and appropriate and/or transfer from available funds a sufficient sum of money for the Harwich Chamber of Commerce to promote the Town and its businesses and cultural endeavors to advance economic development initiatives for and with the Town of Harwich. Said monies to be used to manage and fulfill year-round visitor/resident/business information services, to promote and market the Town, to generate and initiate materials and activities that encourage the establishment, growth and sustainability of businesses in Harwich, and to implement economic development objectives and activities in partnership with the Town; and to act fully thereon. By request of the Select Board. Estimated cost: \$50,000.

Explanation: This is a customary article that provides funding to the Harwich Chamber of Commerce in support of their efforts promoting the Town of Harwich.

ROLL CALL VOTES:

Select Board:

To accept and adopt:

Yeas: 4 (Four): Julie Kavanagh, Michael MacAskill, Jeffrey Handler, Donald Howell

Nays: 0 (Zero): None

ANNUAL ALLOCATION FOR LOCAL CULTURAL COUNCIL GRANTS

ARTICLE 49: To see if the Town will vote to raise and appropriate and/or transfer from available funds 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 Select Board. Estimated cost: \$4,000.00

Explanation: This is a customary article that provides supplemental support for local culture council grants in addition to funds provided through the Massachusetts Cultural Council.

ROLL CALL VOTES:

Select Board:

To accept and adopt:

Yeas: 4 (Four): Julie Kavanagh, Michael MacAskill, Jeffrey Handler, Donald Howell

Nays: 0 (Zero): None

FUND ELECTRONIC VOTING AT TOWN MEETINGS

ARTICLE 50: To see if the Town will vote to raise and appropriate or transfer from available funds a sufficient sum of money to provide for the option of electronic voting at Town Meetings, or take any other action related thereto.

By request of the Town Moderator

ROLL CALL VOTES:

Select Board:

To accept and adopt:

Yeas: 4 (Four): Julie Kavanagh, Michael MacAskill, Jeffrey Handler, Donald Howell

Nays: 0 (Zero): None

SUPPLEMENTAL APPROPRIATION FOR PHASE 3 WATERSHED MANAGEMENT PLAN CONSTRUCTION CONTRACTS

ARTICLE 51: To see if the Town will vote to amend the vote take under Article 19 of the 2023 Annual Town Meeting for the West Harwich Sewer Main Replacement Project to include supplementing the funds appropriated under Article 21 of the 2023 Annual Town Meeting for the East Harwich Wastewater Collection System Expansion Project; and to act fully thereon.

By request of the Select Board

Explanation: At the 2023 Annual Town Meeting, the Town vote to authorize a borrowing of \$6.5 Million for the West Harwich Sewer Main replacement project. Based on actual bids received, the current estimate for this project is \$1.5 Million. In addition, Town Meeting voted to authorize a borrowing of \$50,000,000 for the East Harwich Wastewater Collection System Expansion Project. Both borrowing authorizations were subject to a debt exclusion vote at the 2023 Annual Town Election. The current article seeks to amend the vote under Article 19 of the 2023 Annual Town Meeting to allow the expenditure of any funds not needed for the West Harwich Sewer Main replacement project for the East Harwich Wastewater Collection System Expansion Project.

ROLL CALL VOTES:

Select Board:

To accept and adopt:

Yeas: 4 (Four): Julie Kavanagh, Michael MacAskill, Jeffrey Handler, Donald Howell

Nays: 0 (Zero): None

FUND A SEWER ASSISTANCE GRANT PROGRAM

ARTICLE 52: To see if the Town will vote to transfer from Retained Earning of the Sewer Enterprise Fund the sum of \$100,000 to implement a sewer assistance grant program that will provide financial assistance to income eligible individuals to connect their properties to the Town's sewer system and/or to decommission existing Title 5 septic systems; and further to authorized the Select Board, or its designee, to establish the grant program including eligibility criteria for participation in the program, the standards for providing assistance to individual homeowners, and the requirement for an appropriate grant agreement; and further that in making this appropriation Town Meeting make a finding that this grant program serves a valid public

purpose of supporting the Town's implementation of the Comprehensive Wastewater Management Plan by facilitating compliance with the watershed regulations of the Massachusetts Department of Environmental Protection by reducing the introduction of nitrogen into the watershed caused by septic systems; or to act fully thereon

By request of the Select Board

Explanation: This appropriation will fund a grant program to provide financial assistance to income eligible homeowners to connect their properties to the Town's sewer system and to decommission their existing septic systems. The Select Board will develop the details of the program including income eligibility for participation.

ROLL CALL VOTES:

Select Board:

To accept and adopt:

Yeas: 4 (Four): Julie Kavanagh, Michael MacAskill, Jeffrey Handler, Donald Howell
Nays: 0 (Zero): None

HERRING FISHERIES

ARTICLE 53:

To see what action the Town will take in regard to the Herring Fisheries; and to act fully thereon. By request of the Select Board. Estimated cost: \$0.

Explanation: This is a customary article that has appeared in the Town Meeting for several years if not decades.

ROLL CALL VOTES:

Select Board:

To accept and adopt:

Yeas: 4 (Four): Julie Kavanagh, Michael MacAskill, Jeffrey Handler, Donald Howell
Nays: 0 (Zero): None

**COMMONWEALTH OF MASSACHUSETTS
TOWN OF HARWICH
TOWN ELECTION WARRANT
MAY 21, 2024**

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, 2024.

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: One (1) member of the Select Board for a three year term; One (1) Moderator for a three year term; One (1) member of the Monomoy Regional School Committee for a three year term; Three (3) Trustees of the Brooks Free Library for a three year term; Two (2) Water/Wastewater Commissioners for a three year term; One (1) member of the Housing Authority for a five year term.

BALLOT QUESTION

1. Shall the Town of Harwich be allowed to exempt from the provisions of proposition two and one-half, so-called, the amounts required to pay the Town's allocable share of the bond issued by the Monomoy Regional School District to pay costs of renovating and reconstructing the exterior siding of the Monomoy Regional Middle School, including the payment of all costs incidental and related thereto?

YES _____ NO _____

Given under our hands this 1st day of April, 2024.
(month)

Julie Kavanagh
Julie E. Kavanagh, Chair

Michael D. MacAskill
Michael D. MacAskill, Vice Chair

Jeffrey F. Handler
Jeffrey F. Handler, Clerk

Donald F. Howell
Donald F. Howell

Select Board
Town of Harwich

Attest: *Emily Mitchell*
Emily Mitchell, Town Clerk

Posted by: _____, 2024.
Constable

**FY 2025 OPERATING BUDGET
SELECT BOARD RECOMMENDATIONS**

DEPT #	DEPT NAME	2023 VOTED	2024 VOTED	2025 Select Board Recommend	% Change 2024 to 2025
1	114 MODERATOR S&W	1,000	1,000	1,000	0.0%
2	114 Total	1,000	1,000	1,000	0.0%
3	122 SELECTMEN S&W	762,500	12,500	12,500	0.0%
4	122 SELECTMEN - EXP	8,750	8,750	8,750	0.0%
5	122 Total	771,250	21,250	21,250	0.0%
6	131 FINANCE COMMITTEE S&W	3,000	3,000	3,000	0.0%
7	131 FINANCE COMMITTEE - EXP	2,000	2,000	2,000	0.0%
8	131 FINANCE COMMITTEE RESERVE FUND	50,000	50,000	50,000	0.0%
9	131 Total	55,000	55,000	55,000	0.0%
10	135 TOWN ACCOUNTANT - SAL	284,406	282,824	293,694	3.8%
11	135 TOWN ACCOUNTANT - EXP	8,139	9,844	10,344	5.1%
12	135 Total	292,545	292,668	304,038	3.9%
13	136 AUDIT - EXP	45,000	49,000	49,000	0.0%
14	136 Total	45,000	49,000	49,000	0.0%
15	141 ASSESSORS - S&W	206,844	234,344	211,742	-9.6%
16	141 ASSESSORS - EXP	140,450	147,080	162,102	10.2%
17	141 Total	347,294	381,424	373,844	-2.0%
18	143 TOWN COLLECTIONS - S&W	15,000	14,000	14,000	0.0%
19	143 TOWN COLLECTIONS - EXP	6,140	9,190	9,190	0.0%
20	143 Total	21,140	23,190	23,190	0.0%
21	144 POSTAGE	50,000	50,000	50,000	0.0%
22	144 Total	50,000	50,000	50,000	0.0%
23	145 TREASURER - S&W	296,268	307,839	284,321	-7.6%
24	145 TREASURER - EXP	92,353	93,173	85,653	-8.1%
25	145 Total	388,621	401,012	369,974	-7.7%
26	148 Medicare	260,000	260,000	260,000	0.0%
27	148 Vacation/Sick- Payout (Buy Back)	184,355	246,358	226,924	-7.9%
28	148 Total	444,355	506,358	486,924	-3.8%
29	149 ADMINISTRATION - S&W	543,821	421,593	584,980	38.8%
30	149 ADMINISTRATION - EXP	133,000	163,000	169,000	3.7%
31	149 ADMIN - PRESCHOOL FAMILY SUPPORT PROGRAM			250,000	0.0%
32	149 Total	676,821	584,593	1,003,980	71.7%
33	152 LEGAL SERVICES - EXP	185,000	185,000	185,000	0.0%
34	152 CLAIMS & SUITS	500	500	500	0.0%
35	152 Total	185,500	185,500	185,500	0.0%
36	155 INFORMATION TECHNOLOGY - S&W	91,940	94,758	101,503	7.1%
37	155 INFORMATION TECHNOLOGY - EXP	439,500	474,247	449,001	-5.3%
38	155 Total	531,440	569,005	550,504	-3.3%
39	156 IT CHANNEL 18 S&W	153,629	169,054	174,964	3.5%
40	156 IT CHANNEL 18 EXPENSES	37,240	48,400	52,000	7.4%
41	156 Total	190,869	217,454	226,964	4.4%
42	157 CONSTABLES & W	700	700	700	0.0%
43	157 Total	700	700	700	0.0%
44	161 TOWN CLERK - S&W	238,499	249,927	295,813	18.4%

APPENDIX B - Page 1 of 4

**FY 2025 OPERATING BUDGET
SELECT BOARD RECOMMENDATIONS**

45	161 TOWN CLERK - EXP	61,304	60,360	74,500	23.4%
46	161 Total	299,803	310,287	370,313	19.3%
47	171 CONSERVATION - S&W	160,786	197,658	214,177	8.4%
48	171 CONSERVATION - EXP	6,686	11,532	12,282	6.5%
49	171 Total	167,472	209,190	226,459	8.3%
50	173 HOUSING ADVOCATE - S&W	0	76,096	78,595	3.3%
51	173 HOUSING ADVOCATE - EXP	0	2,500	2,500	0.0%
52	173 Total	0	78,596	81,095	3.2%
53	174 TOWN PLANNER - S&W	153,036	174,015	177,921	2.2%
54	174 TOWN PLANNER - EXP	5,601	6,581	6,581	0.0%
55	174 Total	158,637	180,596	184,502	2.2%
56	176 BOARD OF APPEALS - S&W	2,050	2,050	2,050	0.0%
57	176 BOARD OF APPEALS - EXP	800	4,256	4,256	0.0%
58	176 Total	2,850	6,306	6,306	0.0%
59	180 ALBRO HOUSE - EXP	5,000	5,000	5,250	5.0%
60	180 Total	5,000	5,000	5,250	5.0%
61	181 OLD RECR BUILDING - EXP	6,500	6,500	6,925	6.5%
62	181 Total	6,500	6,500	6,925	6.5%
63	182 WEST HARWICH SCHOOL - EXP	1,600	0	0	0.0%
64	182 Total	1,600	0	0	0.0%
65	183 COMMUNITY DEVELOPMENT - EXP	5,898	5,898	5,898	0.0%
66	183 Total	5,898	5,898	5,898	0.0%
67	191 PUBLIC BUILDINGS REPAIRS	2,000	2,000	2,000	0.0%
68	191 Total	2,000	2,000	2,000	0.0%
69	192 TOWN/FIN COM REPORTS	10,000	10,000	10,000	0.0%
70	192 Total	10,000	10,000	10,000	0.0%
71	194 ADVERTISING	30,000	30,000	30,000	0.0%
72	194 Total	30,000	30,000	30,000	0.0%
73	210 POLICE - S&W	4,310,121	4,536,616	4,696,659	3.5%
74	210 POLICE - EXP	528,237	604,555	613,275	1.4%
75	210 Total	4,838,358	5,141,171	5,309,933	3.3%
76	220 FIRE - S&W	4,397,138	5,002,934	5,485,115	9.6%
77	220 FIRE - EXP	597,499	800,714	784,529	-2.0%
78	220 Total	4,994,637	5,803,648	6,269,644	8.0%
79	241 BUILDING - S&W	455,517	596,356	658,882	10.5%
80	241 BUILDING - EXP	14,885	17,085	19,536	14.3%
81	241 Total	470,402	613,441	678,418	10.6%
82	244 SEALER OF WEIGHTS & MEASURES	13,000	13,725	14,500	5.6%
83	244 Total	13,000	13,725	14,500	5.6%
84	291 EMERGENCY MANAGEMENT - S&W	5,408	5,515	5,833	5.8%
85	291 EMERGENCY MANAGEMENT - EXP	8,500	8,500	8,500	0.0%
86	291 Total	13,908	14,015	14,333	2.3%
87	296 NATURAL RESOURCES S&W	116,307	124,320	101,607	-18.3%
88	296 NATURAL RESOURCES - EXP	27,100	27,100	27,500	1.5%
89	296 Total	143,407	151,420	129,107	-14.7%
90	297 PLEASANT BAY ALLIANCE	25,232	25,232	31,077	23.2%
91	297 Total	25,232	25,232	31,077	23.2%

APPENDIX B - Page 2 of 4

FY 2025 OPERATING BUDGET
SELECT BOARD RECOMMENDATIONS

92	411 TOWN ENGINEER - S&W	101,589	176,277	183,471	4.1%
93	411 TOWN ENGINEER - EXP	39,350	40,850	40,850	0.0%
94	411 Total	140,939	217,127	224,321	3.3%
95	421 HIGHWAY - S&W	2,778,807	3,067,180	3,136,327	2.3%
96	421 HIGHWAY - EXP	3,355,968	3,881,470	3,930,193	1.3%
97	421 Total	6,134,775	6,948,650	7,066,520	1.7%
98	423 SNOW/ICE - S&W	40,000	40,000	40,000	0.0%
99	423 SNOW/ICE - EXP	95,000	95,000	95,000	0.0%
100	423 Total	135,000	135,000	135,000	0.0%
101	424 STREET LIGHTS	30,000	30,000	30,000	0.0%
102	424 Total	30,000	30,000	30,000	0.0%
103	491 CEMETERY ADMINISTRATION - S&W	71,434	80,162	83,483	4.1%
104	491 CEMETERY ADMINISTRATION - EXP	5,108	5,108	5,771	13.0%
105	491 Total	76,542	85,270	89,254	4.7%
106	510 BOARD OF HEALTH - S&W	269,893	284,597	296,199	4.1%
107	510 BOARD OF HEALTH - EXP	18,425	18,425	19,025	3.3%
108	510 BOARD OF HEALTH-OPIOID ABATEMENT	0	102,328	0	-100.0%
109	510 Total	288,318	405,350	315,224	-22.2%
110	540 COMMUNITY CENTER - S&W	203,327	261,935	278,337	6.3%
111	540 COMMUNITY CENTER - EXP	120,682	158,152	207,648	31.3%
112	540 Total	324,009	420,087	485,985	15.7%
113	541 COUNCIL ON AGING - S&W	448,127	465,118	480,298	3.3%
114	541 COUNCIL ON AGING - EXP	112,773	118,045	124,281	5.3%
115	541 Total	560,900	583,163	604,579	3.7%
116	542 YOUTH COUNSELOR S&W	98,154	105,148	84,796	-19.4%
117	542 YOUTH COUNSELOR EXPENS	4,250	4,430	4,630	4.5%
118	542 Total	102,404	109,578	89,426	-18.4%
119	543 VETERANS EXPENSE/BENEFITS	145,018	145,805	152,327	4.5%
120	543 Total	145,018	145,805	152,327	4.5%
121	550 DISABILITY RIGHTS - EXP	500	500	500	0.0%
122	550 Total	500	500	500	0.0%
123	560 HUMAN SERVICES	83,250	83,250	83,250	0.0%
124	560 Total	83,250	83,250	83,250	0.0%
125	610 LIBRARY - S&W	75,032	819,809	853,139	4.1%
126	610 LIBRARY - EXP	280,183	300,400	319,258	6.3%
127	610 Total	1,035,215	1,120,209	1,172,397	4.7%
128	629 RECREATION SEASONAL S&W	219,179	298,919	298,919	0.0%
129	629 RECREATION & YOUTH S&W	264,600	279,271	296,816	6.3%
130	629 RECREATION & YOUTH EXP	48,075	59,225	71,349	20.5%
131	629 Total	531,854	637,415	667,084	4.7%
132	633 HARBORMASTER - S&W	360,621	386,952	401,850	3.9%
133	633 HARBORMASTER - EXP	250,879	324,470	567,534	74.9%
134	633 Total	611,500	711,422	969,384	36.3%
135	670 HISTORICAL COMMISSION - S&W	2,040	2,040	2,040	0.0%
136	670 HISTORICAL COMMISSION - EXP	350	350	350	0.0%
137	670 BROOKS ACADEMY MUSEUM COMM. - EX	14,000	14,000	14,000	0.0%
138	670 Total	16,390	16,390	16,390	0.0%

APPENDIX B - Page 3 of 4

FY 2025 OPERATING BUDGET
SELECT BOARD RECOMMENDATIONS

139	692 CELEBRATIONS - EXP	1,600	1,600	1,600	0.0%
140	692 Total	1,600	1,600	1,600	0.0%
141	695 GOLF S&W	1,002,424	1,070,470	1,077,018	0.6%
142	695 GOLF - EXP	656,114	702,122	714,103	1.7%
143	695 GOLF -CAPITAL OUTLAY	68,000	73,000	73,000	0.0%
144	695 Total	1,726,538	1,845,592	1,864,121	1.0%
145	698 CULTURAL AFFAIRS - S&W	0	80,385	86,503	7.6%
146	698 CULTURAL AFFAIRS - EXP	0	2,500	2,500	0.0%
147	698 Total	0	82,885	89,003	7.4%
148	699 GOLF IMA MRSD	83,538	84,418	84,418	0.0%
149	699 ELECTRICITY - CVEC	77,644	77,644	85,408	10.0%
150	699 Total	161,182	162,062	169,826	4.8%
151	Total Departmental Budgets	27,283,173	29,672,809	31,303,818	5.5%
152	778 TOTAL DEBT SERVICE (Prin & Int)	3,082,196	2,541,802	3,534,589	39.1%
153	778 Total	3,082,196	2,541,802	3,534,589	39.1%
154	SEMI FIXED & FIXED COSTS				
155	Barnstable County Retirement Assessment		3,474,024.00	3,812,752	9.8%
156	Group Health Insurance		5,362,192.00	5,791,167	8.0%
157	OP&B Trust Fund Transfer		250,000.00	250,000	0.0%
158	Property & Liability Insurance		976,060.00	1,019,983	4.5%
159	Unemployment Insurance		20,000.00	20,000	0.0%
160	Total Semi-fixed & Fixed Costs		10,082,276.00	10,893,902	8.1%
161	TOTAL TOWN BUDGET (full cost of Article 4)		42,296,886.82	45,732,309	8.1%

Five Year Capital Outlay Plan
FY 2025 to 2029

Department	Project	FY2025	FY2026	FY2027	FY2028	FY2029	Five Year Total
Channel #1 (The Harwich Ch.)	Equipment upgrade	47,883	24,896	43,300	16,500	46,672	189,051
Channel #1 (The Harwich Ch.)	Channel #1 (The Harwich Channel)	21,863	45,800	16,500	46,672	189,051	189,051
Facilities Maintenance	107 Oak Street Community Center	295,000	0	653,000	0	0	948,000
Facilities Maintenance	181 Oak Street Community Valley Golf Course	0	65,000	0	0	0	65,000
Facilities Maintenance	183 Sisson Road (Public Safety Complex)	52,000	0	0	135,000	0	187,000
Facilities Maintenance	204 Sisson Road (Old Middle School)	690,000	295,000	0	0	0	985,000
Facilities Maintenance	200 (Sisson Annex Rd (EPP) Complex)	0	0	5,177,000	0	0	5,177,000
Facilities Maintenance	273 (Sisson Annex Rd (Transfer Station))	0	0	0	54,000	0	54,000
Facilities Maintenance	728 Main Street (Albin House)	0	0	0	0	180,000	180,000
Facilities Maintenance	732 Main Street (Town Hall)	0	0	0	275,000	350,000	625,000
Facilities Maintenance	739 Main Street (Olevia Fire Library)	0	0	40,000	740,000	0	780,000
Facilities Maintenance	85 Franklin St (Harwich Academy)	0	0	0	0	0	0
Facilities Maintenance	715 Route 28 (Harbor complex)	200,000	0	0	0	0	200,000
Facilities Maintenance	Facilities Maintenance	1,007,000	180,000	5,870,000	1,095,000	480,000	13,532,000
Fire Department	Athletics	520,000	0	550,000	0	0	1,070,000
Fire Department	Engine Other Fire Equipped Vehicles	0	1,300,000	0	0	0	1,300,000
Fire Department	Vehicle	90,000	0	75,000	0	0	165,000
Fire Department	Fire Department	610,000	1,300,000	625,000	0	0	2,535,000
Garf	Impassive Update	0	0	0	0	0	0
Garf	Builder recreation	0	0	0	0	0	0
Garf	Garf	0	0	0	0	0	0
Harbormaster	Albin Harbor Jetty	0	0	2,550,000	0	0	2,550,000
Harbormaster	Herring River Ramp replacement	40,000	0	300,000	0	0	340,000
Harbormaster	Superior Bulkhead replacement	0	650,000	0	925,000	0	1,575,000
Harbormaster	Vehicle replacement	0	65,000	0	0	0	65,000
Harbormaster	Harbormaster	40,000	715,000	2,650,000	925,000	0	4,730,000
Harwich Elementary School	Maintenance	120,000	0	65,000	54,000	1,115,000	1,354,000
Harwich Elementary School	Harwich Elementary School	120,000	0	65,000	54,000	1,115,000	1,354,000
Information Technology	Technology renovation	750,000	250,000	250,000	250,000	0	1,500,000
Information Technology	Electronic Records/Content Management	150,000	100,000	100,000	100,000	150,000	500,000
Information Technology	Information Technology	400,000	150,000	150,000	150,000	150,000	1,000,000
Police Department	Police/Officer replacements	210,000	210,000	220,000	220,000	225,000	1,085,000
Police Department	Other vehicle related equipment	0	0	0	0	0	0
Police Department	Equipment replacements	51,000	61,000	0	0	73,000	185,000
Police Department	Protective vests	0	0	0	0	70,000	70,000
Police Department	Police Department	270,000	271,000	220,000	220,000	298,000	1,280,000
Public Works	Road maintenance/improvements	0	1,750,000	1,500,000	1,500,000	1,600,000	6,350,000
Public Works	Vehicle replacements	70,000	60,000	71,000	70,000	3,625,000	4,626,000
Public Works	Public Works	70,000	2,410,000	2,271,000	2,300,000	2,300,000	9,751,000
Water Department	Vehicle replacements	270,000	0	0	0	0	270,000
Water Department	Equipment replacements	232,000	0	0	0	0	232,000
Water Department	Well rehabilitation	150,000	0	0	0	0	150,000
Water Department	New well construction	0	0	3,500,000	0	0	3,500,000
Water Department	198 Charles Road improvements	0	0	0	1,500,000	0	1,500,000
Water Department	Pump Pleasant Lake Ave tank	1,750,000	0	0	0	0	1,750,000
Water Department	Pipe decantary upgrade	0	1,800,000	3,000,000	1,500,000	0	6,300,000
Water Department	Water Department	2,402,000	1,800,000	3,500,000	1,500,000	0	9,202,000
Wastewater (W&P)	Phase 4 Collection System design	0	0	0	0	0	0
Wastewater (W&P)	Wastewater (W&P)	0	0	0	0	0	0
Wastewater Department	Collection System Improvements	75,000	0	0	0	0	75,000
Wastewater Department	Vehicle Replacements	0	45,000	0	0	0	45,000
Wastewater Department	Wastewater Department	75,000	45,000	0	0	0	120,000
ANNUAL TOTALS \$320,863		8,999,696	19,836,000	16,615,000	5,966,672	54,172,311	

Funding Article	Funding Source	Amount
Article 17	Harwich General School District Assessment	120,000
Article 17	State Sources	437,315
Article 18	Fuel Tax	2,097,000
Article 19	Water Bonded Earnings	1,652,000
Article 20	Recurring	750,000
Article 20	Expenditure Bonded Earnings	75,000
TOTAL FUNDING		5,929,315

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

Given under our hands this 1st day of April 2024.

Julie F. Kavanagh
Julie F. Kavanagh, Chair

Michael D. MacAskill
Michael D. MacAskill, Vice Chair

Jeffrey Handley
Jeffrey Handley, Clerk

Donald F. Howell
Donald F. Howell

Select Board
Town of Harwich

A true copy Attest:

D. Robinson
Constable

April 4, 2024

By virtue of this Warrant I have this day notified and warned the inhabitants of the Town of Harwich, qualified to vote in elections and town affairs, to meet at the Harwich Community Center, 100 Oak Street in said Town on Monday, the 6th day of May, 2024 at the time and place for the purpose herein named by posting up attested copies thereon in the four (4) Post Office buildings, in Town Hall and Community Center in the Town of Harwich, which covers all four precincts, at least fourteen (14) days before the time of said meeting as within directed, and causing an attested copy thereof to be published in the Cape Cod Chronicle published in Barnstable County and having its circulation in the Town of Harwich.

D. Robinson
Constable



X. CORRESPONDENCE / ANY OTHER BUSINESS

TOWN OF HARWICH - LIVE DATA



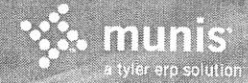
FY 2024 YTD BUDGET REPORT 050324

WATER 1320

* WATER *

FOR 2024 13			ORIGINAL	ESTIM REV	REVISED	ACTUAL YTD	REMAINING	PCT
ACCOUNTS FOR:	WATER	ENTERPRISE FUND	ESTIM REV	ADJSTMTS	EST REV	REVENUE	REVENUE	USE/COL
1320 WATER ENTERPRISE FUND								
1320	596000	OFUS	818,913	0	818,913	818,913.00	.00	100.0%
TOTAL WATER ENTERPRISE FUND			818,913	0	818,913	818,913.00	.00	100.0%
13204501 WATER ENTERP SALARIES & WAGES								
13204501	511100	S&WELECTED	5,000	0	5,000	4,166.50	833.50	83.3%
13204501	511900	S&W	1,034,522	0	1,034,522	769,186.75	265,335.25	74.4%
13204501	512000	SEAS S & W	35,654	0	35,654	6,494.19	29,159.81	18.2%
13204501	512500	COMP TIME	0	0	0	12,541.99	-12,541.99	100.0%*
13204501	513000	OVERTIME	278,396	0	278,396	203,762.15	74,633.85	73.2%
13204501	514000	LONGEVITY	33,665	0	33,665	36,132.88	-2,467.88	107.3%*
13204501	515005	SICK BY-BK	0	0	0	4,030.39	-4,030.39	100.0%*
13204501	515007	SCKLVBONUS	3,325	0	3,325	1,375.00	1,950.00	41.4%
TOTAL WATER ENTERP SALARIES & WAGES			1,390,562	0	1,390,562	1,037,689.85	352,872.15	74.6%
13204502 WATER ENTERPRISE FUND EXP								
13204502	517900	OTHER FRIN	11,000	0	11,000	7,688.98	3,311.02	69.9%
13204502	521100	ELECTRIC	407,177	0	407,177	279,268.56	129,908.44	68.1%
13204502	521200	GAS	8,000	0	8,000	8,696.13	-696.13	108.7%*
13204502	524140	V&EMAIN	52,000	0	52,000	80,558.37	-28,558.37	154.9%*
13204502	524160	B&GMAINT	52,000	0	52,000	22,977.09	29,022.91	59.9%
13204502	525000	TECH SUP	43,540	0	43,540	18,199.10	25,340.90	41.8%
13204502	526000	BLDG AGRMT	22,750	0	22,750	11,881.89	10,868.11	52.2%
13204502	530800	LAB SVCS	35,314	0	35,314	13,609.50	21,704.50	38.5%
13204502	530820	PROFSVCS	85,000	0	85,000	85,619.81	-619.81	100.7%*
13204502	530825	PROF SVCS	0	0	0	656.02	-656.02	100.0%*
13204502	530875	PRINT SVC	10,000	0	10,000	12,428.32	-2,428.32	124.3%*
13204502	534100	ADV	2,500	0	2,500	889.20	1,610.80	35.6%
13204502	534300	POSTAGE	18,500	0	18,500	14,627.92	3,872.08	79.1%
13204502	534400	TELEPHONE	7,700	0	7,700	3,416.55	4,283.45	44.4%
13204502	534430	COMM SVCS	19,000	0	19,000	14,834.31	4,165.69	78.1%
13204502	541100	PROPANE	16,100	0	16,100	17,443.25	-1,343.25	108.3%*
13204502	542000	OFF SUPPLS	6,300	0	6,300	7,132.67	-832.67	113.2%*

TOWN OF HARWICH - LIVE DATA



FY 2024 YTD BUDGET REPORT 050324 WATER 1320

FOR 2024 13

ACCOUNTS FOR:	ORIGINAL ESTIM REV	ESTIM REV ADJSTMTS	REVISED EST REV	ACTUAL YTD REVENUE	REMAINING REVENUE	PCT USE/COL
1320 WATER ENTERPRISE FUND						
13204502 542013 HARD/SOFT	25,924	0	25,924	9,556.35	16,367.65	36.9%
13204502 548100 BULK FUEL	27,000	0	27,000	24,600.92	2,399.08	91.1%
13204502 548200 TREAT SUPP	18,000	0	18,000	18,058.72	-58.72	100.3%*
13204502 548250 TREAT CHEM	247,850	0	247,850	192,664.85	55,185.15	77.7%
13204502 553000 P.W. SUPPL	27,800	0	27,800	41,820.94	-14,020.94	150.4%*
13204502 553100 METERS	180,000	0	180,000	37,749.06	63,155.88	64.9%
13204502 553200 INSTALLSUP	77,000	1,541	78,541	72,097.29	-17,273.65	122.0%*
13204502 553300 PIPESETC	110,500	32,559	143,059	74,760.16	19,499.47	86.4%
13204502 553350 MAINREPL	85,000	31,527	116,527	78,290.09	30,732.75	73.6%
13204502 553500 DETAILS	27,500	0	27,500	25,713.20	1,786.80	93.5%
13204502 553600 RDREP	16,500	0	16,500	18,497.25	-1,997.25	112.1%*
13204502 553900 MECHTANK	13,000	0	13,000	2,500.00	10,500.00	19.2%
13204502 554200 GENERMAINT	29,700	0	29,700	6,285.17	23,414.83	21.2%
13204502 554300 WELLREHAB	45,000	48,386	93,386	56,909.00	36,476.50	60.9%
13204502 558100 UNIFORMS	10,000	0	10,000	9,056.88	943.12	90.6%
13204502 573000 DUE, SB, TRV	13,000	0	13,000	8,278.17	4,721.83	63.7%
13204502 573200 WATPERMIT	8,500	0	8,500	7,515.96	984.04	88.4%
13204502 575070 OPEB	50,000	0	50,000	50,000.00	.00	100.0%
13204502 591000 MAT.LT.DBT	404,300	0	404,300	404,300.22	-22	100.0%*
13204502 591500 INT LT DBT	127,941	0	127,941	127,941.62	-62	100.0%*
13204502 591550 ADM FEE LT	1,963	0	1,963	1,281.29	681.71	65.3%
TOTAL WATER ENTERPRISE FUND EXP	2,343,359	114,012	2,457,371	1,865,804.81	424,300.74	75.9%

13204504 WATER REVENUE ENTERP FUND

13204504 414600 WATER LIEN	-17,422	0	-17,422	-22,713.56	5,291.56	130.4%
13204504 417008 P&I WATER	-2,457	0	-2,457	-849.98	-1,607.02	34.6%*
13204504 421100 WATER R&S	-4,419,575	0	-4,419,575	-4,303,274.76	-116,300.24	97.4%*
13204504 421200 METERS	-9,151	0	-9,151	-19,223.38	10,072.38	210.1%
13204504 421300 SVCAPPL	-1,332	0	-1,332	-10,621.65	9,289.65	797.4%
13204504 421400 SVINSTALL	-183,693	0	-183,693	-216,114.39	32,421.39	117.6%
13204504 421450 MKOUTSVC	-20,181	0	-20,181	-3,625.00	-16,556.00	18.0%*
13204504 421550 PROPTRAN	-22,757	0	-22,757	-14,845.00	-7,912.00	65.2%*
13204504 421600 WIRELESS	-148,220	0	-148,220	-143,734.20	-4,485.80	97.0%*
13204504 421650 SOLREV	-132,022	0	-132,022	-295,252.81	163,230.81	223.6%
13204504 431100 SVC TIGHT	-98,056	0	-98,056	-89,380.78	-8,675.22	91.2%*
13204504 433007 LATE FEE	-49,815	0	-49,815	-52,987.58	3,172.58	106.4%
13204504 441100 ELECT SVC	0	0	0	-600.00	600.00	100.0%
13204504 451100 BACKFLOW	-21,838	0	-21,838	-27,163.58	5,325.58	124.4%
13204504 482001 INVEST REV	-11,676	0	-11,676	.00	-11,676.00	.0%*
13204504 484099 WATER MISC	-52,700	0	-52,700	-20,196.52	-32,503.48	38.3%*

TOWN OF HARWICH - LIVE DATA



FY 2024 YTD BUDGET REPORT 050324 WATER 1320

FOR 2024 13

ACCOUNTS FOR: 1320 WATER ENTERPRISE FUND	ORIGINAL ESTIM REV	ESTIM REV ADJSTMTS	REVISED EST REV	ACTUAL YTD REVENUE	REMAINING REVENUE	PCT USE/COL
TOTAL WATER REVENUE ENTERP FUND	-5,190,895	0	-5,190,895	-5,220,583.19	29,688.19	100.6%
13204508 WATER ENTERPRISE FUND CAP						
13204508 623017 ATM 23 #17	0	175,000	175,000	.00	175,000.00	.0%
13204508 623117 ATM 23 #17	0	600,000	600,000	190,484.30	91,822.00	84.7%
TOTAL WATER ENTERPRISE FUND CAP	0	775,000	775,000	190,484.30	266,822.00	24.6%
132045A2 WATER ENTERPRISE ARTICLES EXP						
132045A2 619017 ATM 19 #17	0	65,000	65,000	.00	.00	100.0%
132045A2 622023 ATM 22 #23	0	90,000	90,000	90,000.00	.00	100.0%
132045A2 623042 ATM 23 #42	0	10,000	10,000	.00	10,000.00	.0%
132045A2 623050 ATM 23 #50	0	1,307	1,307	.00	1,307.43	.0%
TOTAL WATER ENTERPRISE ARTICLES EXP	0	166,307	166,307	90,000.00	11,307.43	54.1%
132045N2 WATER ENTERPRISE ENCUMBERED						
132045N2 545900 ENCEXP	0	17,776	17,776	17,246.25	529.98	97.0%
TOTAL WATER ENTERPRISE ENCUMBERED	0	17,776	17,776	17,246.25	529.98	97.0%
TOTAL WATER ENTERPRISE FUND	-638,061	1,073,095	435,034	-1,200,444.98	1,085,520.49	-275.9%
TOTAL REVENUES	-5,190,895	0	-5,190,895	-5,220,583.19	29,688.19	
TOTAL EXPENSES	4,552,834	1,073,095	5,625,929	4,020,138.21	1,055,832.30	
PRIOR FUND BALANCE				2,764,061.32		
CHANGE IN FUND BALANCE - NET OF REVENUES/EXPENSES				1,200,444.98		
REVISED FUND BALANCE				3,964,506.30		

TOWN OF HARWICH - LIVE DATA



FY 2024 YTD BUDGET REPORT 050324 WATER 1320

FOR 2024 13

	ORIGINAL ESTIM REV	ESTIM REV ADJSTMTS	REVISED EST REV	ACTUAL YTD REVENUE	REMAINING REVENUE	PCT USE/COL
GRAND TOTAL	-638,061	1,073,095	435,034	-1,200,444.98	1,085,520.49	-275.9%

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

TOWN OF HARWICH - LIVE DATA



FY 2024 YTD BUDGET REPORT 050324 WASTEWATER 1330

* WASTEWATER *

FOR 2024 13		ORIGINAL	ESTIM REV	REVISED	ACTUAL YTD	REMAINING	PCT
ACCOUNTS FOR:	WASTEWATER ENTERPRISE	ESTIM REV	ADJSTMTS	EST REV	REVENUE	REVENUE	USE/COL
1330 WASTEWATER FUND							
1330 497000	TRANSFR IN	-1,015,050	0	-1,015,050	-1,015,050.00	.00	100.0%
1330 596000	OFUS	62,148	0	62,148	62,148.00	.00	100.0%
TOTAL WASTEWATER FUND		-952,902	0	-952,902	-952,902.00	.00	100.0%
13304401 SEWER SALARIES & WAGES							
13304401 511900	S&W	175,178	0	175,178	134,466.33	40,711.67	76.8%
TOTAL SEWER SALARIES & WAGES		175,178	0	175,178	134,466.33	40,711.67	76.8%
13304402 WASTEWATER EXPENSES							
13304402 521100	ELECTRIC	20,000	0	20,000	5,076.17	14,923.83	25.4%
13304402 521200	GAS	600	0	600	1,682.96	-1,082.96	280.5%*
13304402 530820	PROFSVCS	0	0	0	657.66	-657.66	100.0%*
13304402 530825	PROF SVCS	398,678	57,644	456,322	71,376.24	376,411.76	17.5%
13304402 530875	PRINT SVC	3,000	0	3,000	.00	3,000.00	.0%
13304402 554200	GENERMAINT	2,250	0	2,250	.00	2,250.00	.0%
13304402 554210	COLLECTION	20,000	0	20,000	.00	20,000.00	.0%
13304402 591000	MAT.LT.DBT	211,084	0	211,084	524,826.00	-313,742.00	248.6%*
13304402 591500	INT LT DBT	216,076	0	216,076	108,037.50	108,038.50	50.0%
13304402 591550	ADM FEE LT	26,217	0	26,217	12,069.25	14,147.75	46.0%
TOTAL WASTEWATER EXPENSES		897,905	57,644	955,549	723,725.78	223,289.22	75.7%
13304404 WASTEWATER REVENUE							
13304404 422200	USER FEES	-15,000	0	-15,000	-89,127.67	74,127.67	594.2%
TOTAL WASTEWATER REVENUE		-15,000	0	-15,000	-89,127.67	74,127.67	594.2%
TOTAL WASTEWATER ENTERPRISE		105,181	57,644	162,825	-183,837.56	338,128.56	-112.9%
TOTAL REVENUES		-1,030,050	0	-1,030,050	-1,104,177.67	74,127.67	
TOTAL EXPENSES		1,135,231	57,644	1,192,875	920,340.11	264,000.89	
PRIOR FUND BALANCE					1,172,498.26		

TOWN OF HARWICH - LIVE DATA



FY 2024 YTD BUDGET REPORT 050324 WASTEWATER 1330

FOR 2024 13

ACCOUNTS FOR:	ORIGINAL ESTIM REV	ESTIM REV ADJSTMTS	REVISED EST REV	ACTUAL YTD REVENUE	REMAINING REVENUE	PCT USE/COL
1330 WASTEWATER ENTERPRISE						
CHANGE IN FUND BALANCE - NET OF REVENUES/EXPENSES				183,837.56		
REVISED FUND BALANCE				1,356,335.82		

TOWN OF HARWICH - LIVE DATA



FY 2024 YTD BUDGET REPORT 050324 WASTEWATER 1330

FOR 2024 13

	ORIGINAL ESTIM REV	ESTIM REV ADJSTMTS	REVISED EST REV	ACTUAL YTD REVENUE	REMAINING REVENUE	PCT USE/COL
GRAND TOTAL	105,181	57,644	162,825	-183,837.56	338,128.56	-112.9%

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

HWD RULES AND REGS RELATING TO LEAKS, DAMAGE AND TAMPERING

3.10 Leaks

The Department shall have the right to shut off water supplied to any property where a leak exists or is believed to exist. Any such leaks must be repaired and must pass inspection by the Department before water will be restored. In addition, each customer shall be responsible for the cost of any repairs to any private portions of the water system as well as the cost of water.

5.1 Service Pipes

Customers must keep their water pipes and fixtures in good repair and protected from freezing temperatures at their own expense. They shall be held responsible for any damage resulting from their failure to do so. They shall prevent any waste of water.

5.4 Right to Repair and Replace Service Pipes

The pipe from the property line to the meter is the responsibility of the customer and all the repairs to the same shall be made at customer's expense unless covered by the Service Tight Protection plan. All service pipes between the street line and the meter must be repaired or replaced by the Department when it deems it necessary for the protection of the supply or the supplying of satisfactory water service. The cost shall be charged to the customer. The Department also reserves the right to assess the condition of "owner responsibility" service piping, valves, etc. on a periodic basis in order to determine the functional and physical adequacy of the stated appurtenance and, if such is determined to be inadequate, the Water Superintendent may order the owner to replace such at the owner's expense. Failure to take corrective actions as prescribed by the Superintendent will be cause for termination of water service to those premises. In addition, each customer of water furnished by the Department shall be responsible in case of a break or a leak in the service pipe for both water loss and cost of repairs. Costs will be actual or estimated as determined by the Department.

7.1 Violations of Regulations

Any violation of these regulations may result in the Superintendent and/or the Board of Water/Wastewater Commissioners ordering a fine in accordance with Massachusetts General Laws Chapter 165, § 11 and/or the shutting off of the water to the violator's premises. If the water is shut off for violations of rules it shall not be turned on again until the Department is satisfied that there shall not be further cause of complaint and charges have been paid.

7.10 Tampering

All gates, valves, shutoffs, water meters and standpipes and any other portion of the municipal system, are the sole property of the Department, and are not to be opened, closed, removed or in any way tampered with or made inaccessible. Only personnel authorized by the Superintendent may operate any portion of the municipal system. Violators will be subject to charges or penalties determined by the Board of Water/Wastewater Commissioners.

Month/Year April 2024

PWS No. 4126000

Monthly Pumpage Report Harwich Water Department

Date	T1							T2			T3		T10	T11
	Main 1	Main 2	Main 3	Well 1	Well 2	Well 3	Well 4	Well 5	Well 6	Well 7	Well 8	Well 9	Pump 10	Pump 11
1	31,854	45,796	33,235	82,578	43,486	54,987	0	73,174	75,833	84,591	96,296	97,624	122,420	125,973
2	27,235	38,986	30,175	74,121	36,332	45,542	0	74,864	75,453	83,493	72,614	73,623	93,684	80,974
3	26,625	38,055	28,665	70,514	35,969	45,331	0	71,581	75,057	83,358	110,394	112,337	87,990	77,589
4	27,361	39,011	29,385	72,067	36,928	46,519	32,871	72,903	76,437	85,740	70,891	71,925	90,216	79,155
5	31,231	44,467	32,232	87,130	39,875	49,392	113,193	87,894	91,020	100,777	36,015	36,504	108,815	89,496
6	23,418	33,699	23,672	66,339	29,686	36,631	85,962	67,150	68,310	75,404	65,086	66,044	82,258	72,639
7	24,658	35,376	24,481	69,606	31,253	38,780	90,172	70,296	72,473	79,788	68,324	69,350	87,109	76,407
8	25,720	36,741	27,504	71,964	32,882	40,729	93,583	72,845	75,687	83,746	70,728	71,790	90,398	79,119
9	43,034	56,983	41,395	107,065	51,840	65,287	139,294	73,701	76,373	84,327	71,562	72,610	178,167	80,118
10	104,124	152,735	117,845	280,737	143,540	184,478	364,837	0	0	0	0	0	363,614	0
11	31,840	45,690	33,295	89,142	39,600	51,003	115,719	90,000	94,536	103,964	87,822	89,149	0	95,102
12	27,985	40,255	29,916	79,602	34,006	43,855	103,277	80,396	81,980	90,379	78,493	79,702	0	49,259
13	51,129	73,575	52,666	146,457	61,903	79,602	189,622	147,888	148,812	164,831	143,027	145,102	0	159,635
14	24,036	34,813	26,058	70,098	28,634	36,861	90,743	70,792	69,784	77,398	68,404	69,365	0	76,194
15	29,565	42,746	33,551	84,797	36,157	46,926	109,894	85,598	88,337	97,946	83,290	84,499	0	93,064
16	31,105	45,208	35,979	89,434	38,678	49,998	116,200	90,208	93,528	104,262	88,168	89,484	0	98,634
17	32,928	47,396	35,516	93,429	40,846	52,441	120,998	94,210	98,851	109,758	151,606	153,840	0	103,223
18	31,532	45,378	32,891	89,796	38,802	49,779	116,339	90,534	94,511	105,159	88,327	89,692	0	99,075
19	32,313	46,508	33,516	91,579	39,864	51,004	118,755	92,490	97,313	108,067	90,331	91,743	0	101,352
20	33,163	47,675	34,277	94,461	40,727	52,279	122,407	95,199	100,201	111,250	92,967	94,468	0	104,370
21	33,033	47,546	34,205	94,024	40,737	51,894	121,969	94,949	99,930	111,158	92,652	94,183	0	104,129
22	33,001	47,275	34,032	93,929	40,695	51,637	121,956	94,821	99,656	110,851	92,608	94,036	0	103,856
23	54,202	77,985	49,869	157,350	65,358	82,956	203,449	158,662	162,638	180,391	153,729	156,051	12,401	172,305
24	35,348	51,045	37,404	99,042	43,698	56,531	128,354	67,024	64,386	72,309	64,319	65,276	141,565	71,758
25	30,102	43,226	30,787	84,460	37,816	48,323	109,671	85,286	88,530	97,861	82,949	84,207	106,711	93,043
26	36,320	52,249	34,573	100,761	46,609	59,308	130,898	101,799	105,810	119,108	99,552	101,043	127,346	111,185
27	36,389	52,409	36,928	100,896	46,723	59,338	131,333	102,066	106,328	119,295	99,689	101,183	127,501	111,475
28	34,461	49,700	36,119	96,266	43,855	56,190	125,044	97,191	101,127	113,536	94,885	96,328	121,452	106,303
29	54,550	75,045	56,531	145,076	65,516	84,684	199,597	147,034	154,158	172,380	171,930	179,371	170,991	111,198
30	60,872	91,747	68,265	179,416	80,462	103,438	232,635	180,137	189,247	211,807	149,396	146,835	237,447	85,016
31														
Pumps :	1,099,134	1,579,322	1,154,967	3,062,136	1,392,478	1,775,722	3,628,773	2,730,695	2,826,306	3,142,932	2,736,054	2,777,364	2,350,085	2,811,646
MIN :	23,418	33,699	23,672	66,339	28,634	36,631	0	0	0	0	0	0	0	0
MAX :	104,124	152,735	117,845	280,737	143,540	184,478	364,837	180,137	189,247	211,807	171,930	179,371	363,614	172,305
STATIONS :	13,692,531							8,699,933			5,513,418		2,350,085	2,811,646
TOTAL :	33,067,613													

Month/Year April 2023

PWS No. 4126000

Monthly Pumpage Report Harwich Water Department

Date	T1							T2			T3		T10	T11
	Main 1	Main 2	Main 3	Well 1	Well 2	Well 3	Well 4	Well 5	Well 6	Well 7	Well 8	Well 9	Pump 10	Pump 11
1	31,470	32,808	36,951	57,756	41,479	52,003	0	74,227	78,256	0	74,687	74,467	93,009	81,497
2	33,776	35,223	39,439	62,279	44,752	55,810	0	79,283	83,605	0	79,934	79,703	99,532	87,317
3	31,074	32,199	35,441	56,641	40,622	50,734	0	83,833	87,936	0	101,984	101,676	156,188	122,239
4	31,401	32,662	36,697	57,599	41,536	51,901	0	73,917	77,893	0	74,339	74,136	92,426	81,221
5	46,640	48,541	54,865	83,812	60,726	75,795	0	112,162	117,898	0	112,181	111,846	136,999	150,272
6	38,748	37,422	41,869	65,123	47,046	58,730	0	84,875	89,276	0	113,612	117,431	94,372	138,551
7	43,138	47,983	54,736	83,645	60,274	75,631	0	109,447	115,185	0	81,237	76,839	145,796	74,466
8	55,733	57,669	64,626	101,385	73,197	91,514	0	132,680	139,620	0	132,809	132,410	164,734	145,417
9	33,634	34,447	39,325	61,506	44,367	55,526	0	79,257	83,484	0	79,782	79,533	99,184	87,111
10	49,540	51,206	57,343	89,355	64,954	80,875	0	118,478	124,582	0	118,427	118,063	145,557	129,518
11	40,036	41,747	47,120	72,252	52,288	65,298	0	95,992	100,789	0	131,565	131,082	143,487	142,780
12	58,186	60,592	69,013	105,717	76,245	95,641	0	138,934	146,223	0	139,080	138,710	172,659	152,061
13	58,318	60,839	68,868	106,566	76,283	96,247	0	138,541	145,908	0	138,861	138,484	173,136	151,834
14	57,038	58,740	66,673	102,548	73,552	92,767	0	133,848	141,017	0	137,034	136,653	157,353	149,810
15	37,322	37,247	42,085	65,119	46,465	58,866	0	85,346	89,793	0	111,150	115,084	108,701	135,939
16	47,300	52,455	59,912	91,534	65,495	82,859	0	119,920	126,202	0	91,707	87,277	158,560	85,738
17	61,362	64,085	72,226	112,040	79,719	100,782	9	112,676	118,378	0	112,748	112,461	139,326	116,187
18	51,967	54,216	61,398	94,720	67,674	85,542	0	123,952	130,507	0	123,740	123,446	154,140	135,520
19	54,731	56,461	63,455	98,588	70,341	89,167	0	128,963	135,701	0	128,724	128,380	159,766	140,552
20	67,478	70,372	79,127	122,547	87,700	110,997	0	161,223	169,545	0	161,106	160,675	200,604	176,929
21	59,990	62,604	70,677	109,237	78,140	99,096	0	142,880	150,494	0	143,291	142,919	176,313	156,739
22	56,669	59,217	67,257	103,295	73,738	93,687	0	135,718	142,962	0	135,668	135,323	168,906	148,795
23	55,990	58,488	66,393	101,787	72,789	92,407	0	133,901	140,887	0	134,058	133,772	165,780	146,937
24	86,157	53,281	101,666	157,592	112,078	142,752	0	204,713	215,585	0	204,664	204,280	255,549	224,375
25	66,808		77,877	123,750	87,640	112,005	0	156,076	164,404	0	156,897	156,569	195,362	171,557
26	78,319	53,281	90,589	146,581	103,207	131,723	0	181,545	191,257	0	183,548	183,145	228,134	200,379
27	68,805	27	79,655	127,645	90,262	115,293	0	161,609	170,415	0	162,824	162,490	202,620	178,105
28	69,806		80,205	128,641	91,316	116,358	0	161,623	170,255	0	162,008	161,670	201,573	177,063
29	63,139		73,915	117,632	83,288	106,447	0	147,648	155,617	0	148,681	149,635	185,581	174,219
30	60,079		69,923	111,258	78,719	100,662	0	140,874	148,445	0	141,188	139,595	176,522	143,186
31														
Pumps :	1,594,655	1,253,814	1,869,323	2,918,148	2,085,892	2,637,113	9	3,754,140	3,952,119	0	3,817,534	3,807,754	4,751,869	4,206,314
MIN :	31,074	27	35,441	56,641	40,622	50,734	0	73,917	77,893	0	74,339	74,136	92,426	74,466
MAX :	86,157	70,372	101,666	157,592	112,078	142,752	9	204,713	215,585	0	204,664	204,280	255,549	224,375
STATIONS :	12,368,953							7,706,280			7,625,288		4,751,869	4,206,314
TOTAL :	36,648,683													

Date April 2024
 PWS No. 4126000

Monthly Weather Report
Harwich Water Department

Day	Snow Fall (in.) (Gallons)	Rain Fall (in.)	Temperature High (°F)	Temperature Low (°F)	Temperature AVG (°F)	Weather Comments	Operator
1		0.00	48	35	41		
2		0.05	51	36	43		
3		0.64	44	40	42		
4		1.35	47	38	42		
5		0.00	47	35	41		
6		0.15	44	39	42		
7		0.02	49	35	42		
8		0.00	56	33	44		
9		0.00	63	39	51		
10		0.00	53	44	48		
11		0.02	51	47	49		
12		0.75	54	49	52		
13		0.00	56	46	51		
14		0.00	59	45	52		
15		0.00	64	45	55		
16		0.04	63	46	55		
17		0.00	56	46	51		
18		0.00	51	45	48		
19		0.01	54	45	49		
20		0.25	52	47	49		
21		0.00	50	39	45		
22		0.00	54	38	46		
23		0.00	53	34	44		
24		0.00	55	35	45		
25		0.00	51	35	43		
26		0.00	55	32	43		
27		0.00	57	35	46		
28		0.00	53	46	50		
29		0.00	66	48	57		
30		0.00	55	49	52		
31							
Total		3.28					
Average		0.11	53.7	40.9			
Max		1.35	66.2	48.9			
Min		0.0	44.1	32.0			

Date April 2023
 PWS No. 4126000

Monthly Weather Report
Harwich Water Department

Day	Snow Fall (in.) (Gallons)	Rain Fall (in.)	Temperature High (°F)	Temperature Low (°F)	Temperature AVG (°F)	Weather Comments	Operator
1		0.68	51	42	47		
2		0.00	50	39	44		
3		0.00	49	31	40		
4		0.29	59	45	52		
5		0.18	51	45	48		
6		0.00	57	45	51		
7		0.00	59	45	52		
8		0.00	48	37	43		
9		0.00	55	34	44		
10		0.00	56	34	45		
11		0.00	61	42	51		
12		0.00	68	52	60		
13		0.00	69	46	58		
14		0.00	80	51	66		
15		0.00	65	53	59		
16		0.18	64	52	58		
17		0.00	55	51	53		
18		0.00	61	49	55		
19		0.00	58	44	51		
20		0.00	56	44	50		
21		0.00	54	42	48		
22		0.00	53	46	50		
23		0.37	51	48	49		
24		0.01	55	48	51		
25		0.00	56	45	51		
26		0.00	51	40	45		
27		0.00	52	38	45		
28		0.00	58	38	48		
29		0.26	56	44	50		
30		0.89	55	49	52		
31							
Total		2.86					
Average		0.10	57.1	43.9			
Max		0.89	80.4	53.0			
Min		0.0	47.8	30.5			