

HARWICH RECREATION & YOUTH COMMISSION MEETING
Tuesday, September 22nd, 2020 at 5:30pm
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Access Code: 963-456-237

AGENDA*

1. **CHAIRMAN'S ANNOUNCEMENT**

Pursuant to Governor Baker's March 12, 2020 Order Suspending Certain Provisions of the Open Meeting Law, G.L. c. 30A, §18, and the Governor's March 15, 2020 Order imposing strict limitations on the number of people that may gather in one place, this meeting of the TOWN OF HARWICH Recreation & Youth Commission is being conducted via remote participation. **NO IN-PERSON ATTENDANCE OF MEMBERS OF THE PUBLIC WILL BE PERMITTED**, but every effort will be made to ensure that the public can adequately access the proceedings as provided for in the Order.

- ◆ A reminder that persons who would like to listen to or view this meeting while in progress may do so by Channel 18 simulcast <http://harwich18.dyndns.org/cablecast/public/Live.aspx?ChannelID=1>
or
- ◆ If despite our best efforts, we are not able to provide for real-time access, and we will post a record of this meeting on the city/town's website as soon as we are able.

2. **PUBLIC COMMENTS**

3. **PUBLIC PRESENTATIONS**

- ◆ Michael Lach and Tom Evans of Harwich Conservation Trust Seeking support and sponsorship on a CPC Article request.

4. **RECREATION AND MAINTENANCE MATTERS**

- ◆ Approval of Minutes from 9/8/20.
- ◆ Director's Report
- ◆ Property Maintenance Report
- ◆ Budget Reports
- ◆ Chairman's Report
- ◆ Liaison Reports
 - Community Preservation Committee

5. **MISC CORRESPONDENCE:**

- ◆ Email from Mike Hays, Harwich Town Band

6. **OLD BUSINESS:**

- ◆ 2020 CPC Project Submissions
- ◆ Harwich Conservation Trust

7. **NEW BUSINESS:**

- ◆ Next regular meeting to be posted for Tuesday October 27th, 2020, at 5:30 pm.

8. **OPEN SESSION****

9. **ADJOURN MEETING**

_____ Lee Ames Authorized Posting Officer	Date: _____ 9/16/20
	Posted by: _____ Town Clerk

*Pursuant to Governor Baker's March 12, 2020 Order Suspending Certain Provisions of the Open Meeting Law, G.L. c. 30A, §18, and the Governor's March 15, 2020 Order imposing strict limitation on the number of people that may gather in one place, this meeting of the Town of Harwich Recreation and Youth Commission will be conducted via remote participation to the greatest extent possible. Specific information and the general guidelines for remote participation by members of the public and/or parties with a right and/or requirement to attend this meeting can be found on the Town of Harwich website, at www.harwich-ma.gov. For this meeting, members of the public who wish to watch the meeting may do so in the following manner on Channel 18 or by watching the simulcast at: <http://harwich18.dyndns.org/cablecast/public/Live.aspx?ChannelID=1> **NO IN-PERSON ATTENDANCE OF MEMBERS OF THE PUBLIC WILL BE PERMITTED**, but every effort will be made to ensure that the public can adequately access the proceedings in real time, via technological means. In the event that we are unable to do so, despite best efforts, we will post on the Town of Harwich's website an audio or video recording, transcript, or other comprehensive record of proceedings as soon as possible after the meeting.

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



HARWICH CONSERVATION TRUST

P.O. Box 101, South Harwich, MA 02661
(508) 432-3997, Email: mike@harwichconservationtrust.org
www.harwichconservationtrust.org

June 18, 2020

Town of Harwich Recreation & Youth Commission
and Recreation Director Eric Beebe
100 Oak Street
Harwich Community Center
Harwich, MA 02645

Proposal:
Boardwalk trail connection
and ADA accessible trail loop

Dear Mr. Beebe and Commission Members,

Thank you for reviewing this exciting Harwich Natural Heritage Trail proposal that envisions creating a boardwalk trail connection and an ADA accessible trail loop in the heart of Harwich Port.

On behalf of the Trustees of the nonprofit Harwich Conservation Trust (HCT), I seek your co-sponsorship of a Community Preservation Act (CPA) funding proposal to the Town Community Preservation Committee (CPC) for consideration as an article at the May 2021 Town Meeting. The CPA funding article would give Town Meeting voters an opportunity to fund the design, permitting, and creation of these two new recreational attractions that would greatly enhance outdoor access for residents and visitors alike.

The CPA funding proposal would include elements describing the project purpose, background, eco-restoration plan and timeline for the site, project partners, and budget. For your review, please see a preliminary proposal attached to this cover letter.

I look forward to meeting remotely with you to explain the proposal and answer any questions.

If you support the proposal outlined below, I would then meet with the Town of Harwich Accessibility Rights Commission and ask if they would also like to co-sponsor the CPA funding application. I would then draft the CPA funding application for both committees' review and approval before submitting by October 1, 2020 to the CPC.

Together, your committee, the Harwich Accessibility Rights Commission, and HCT can partner in this Harwich Natural Heritage Trail vision to enhance recreational accessibility in Harwich Port and highlight the natural history as well as land use history for visitors of all ages. By encouraging and facilitating public access through the creation of a boardwalk trail connection and ADA accessible trail loop, Harwich residents and visitors will be able to enjoy passive recreational opportunities (walking, birdwatching, dog walking, photography, and more) in a scenic and ecologically restored destination between Harwich Center and downtown Harwich Port.

Sincerely,

Michael W. Lach
Executive Director

Attachment: Boardwalk trail connection & ADA accessible trail loop proposal

Proposal to the Harwich Recreation & Youth Commission from the nonprofit Harwich Conservation Trust

Harwich Natural Heritage Wheelchair Accessible Trail & Boardwalk Project in Harwich Port

Project Description:

The nonprofit Harwich Conservation Trust (HCT) asks the Town of Harwich Recreation and Youth Commission to co-sponsor an application to the Town Community Preservation Committee for \$300,000 in Community Preservation Act (CPA) funding toward an approximately 300 foot boardwalk and wheelchair accessible trail loop off Bank Street in Harwich Port at HCT's Robert F. Smith Cold Brook Preserve (see Figure 1).

HCT would prepare the CPA funding application for review by the Recreation Committee, HCT would be the project manager, HCT would seek trail design input from the Recreation & Youth Commission as well as the Harwich Accessibility Rights Commission, which will also be asked to become a project co-sponsor.

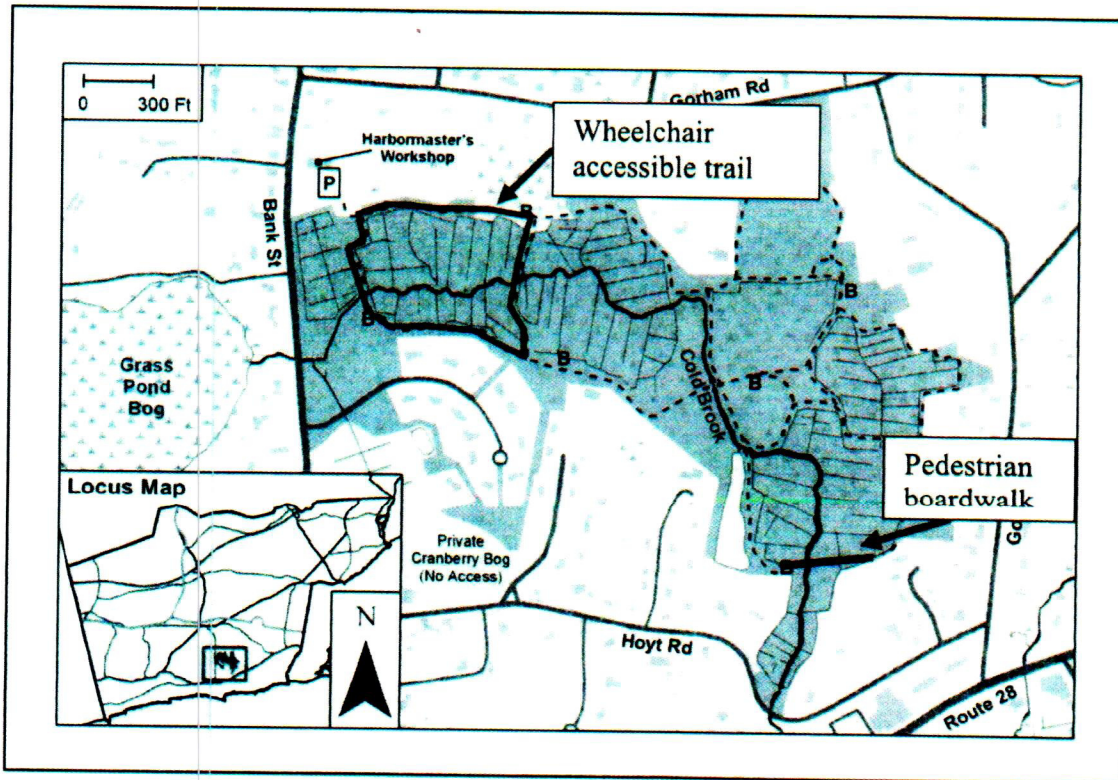


Figure 1: Proposed locations for the wheelchair accessible trail loop and pedestrian boardwalk at the Robert F. Smith Cold Brook Preserve on Bank Street in Harwich Port.

Cold Brook Eco-Restoration Project background:

The Harwich Conservation Trust (HCT) and its partners (Town of Harwich, Massachusetts Division of Ecological Restoration and U.S. Fish & Wildlife Service) are in the design stage of a comprehensive ecological restoration of Cold Brook and adjacent retired cranberry bog (former wetlands) at HCT's Robert F. Smith Cold Brook Preserve in Harwich Port.

Originating from its spring-fed headwaters at Grassy Pond, Cold Brook flows through HCT's 66-acre Preserve, and ultimately into Saquatucket Harbor on Nantucket Sound.

The eco-restoration project will enhance nearly a mile of stream and over 44 acres of adjacent wetland habitat, resulting in improved fish passage, habitat diversity, wetland health, water quality, and ecological resiliency amidst climate change.

The preliminary eco-restoration design includes naturalizing the flow of Cold Brook, establishing ponds of varying sizes, a salt marsh, and planting native trees and shrubs.

In addition, a project goal is to create enhanced visitor access to the Preserve's scenic walking trails, continuing the HCT tradition of connecting the local community with the natural world.

Enhanced visitor access includes creation of an approximately 300-foot boardwalk and wheelchair accessible trail loop. These recreational enhancements would offer residents and visitors opportunities to learn about the natural history as well as cranberry history of the area, understand the area's restored habitats, offer opportunities to view wildlife, and offer educational opportunities for local students (example: For the past three years, HCT and MassAudubon have been partnering with teachers of local Monomoy Regional Middle School fifth graders to provide learning experiences around the land, water, and wildlife of the Robert F. Smith Cold Brook Preserve. Creating a boardwalk trail connection and ADA accessible trail loop will further support and expand these learning opportunities for local students.)

About Robert F. Smith (Bob Smith):

In 2015, the Preserve was named in honor of Robert F. Smith, founding HCT Trustee and HCT's first President for 27 years.

Robert, or Bob as most people knew him, was an active Harwich citizen who also happened to have a physical disability known as *Facioscapulohumeral muscular dystrophy* (FSHD), a progressive genetic muscle disorder in which the muscles of the face (facio), shoulder blades (scapula), and upper arms (humeral) are affected among other muscle groups.

Eventually, Bob had to maintain mobility with a motorized wheelchair. For 27 years as the HCT President and even as he endured FSHD, Bob led HCT with an altruistic vision to benefit the Harwich community and Cape Cod as a whole by preserving natural lands that would protect drinking water quality, ponds, coastal waters, streams, wildlife habitat, scenic views, and walking trails.

To create a wheelchair accessible trail loop at the Robert F. Smith Cold Brook Preserve in the heart of Harwich Port is a fitting way to provide access for so many others living with physical disabilities that seek connection to the great outdoors.

CPA funding request:

This request for CPA funding is two-pronged as we are seeking a total of \$300,000 in funding for:

- Planning, permitting, and construction of an ADA wheelchair accessible trail loop to offer visitors a range of scenic views along what will become restored natural wetland and stream habitats. Interpretive educational signs will be installed along the route, and provide additional information about the Preserve, the completed restoration, and various natural elements of the site. Parking access from Bank Street is nearby and elevation contours are gradual so the westerly portion of the Preserve can accommodate a wheelchair accessible trail loop and observation deck.
 - \$30,000 Handicapped accessible parking, ADA accessible trail design, and site survey.
 - \$20,000 Permitting costs (engineered site plan including wetland delineations and filing as Notice of Intent with Town Conservation Commission and State Dept. of Environmental Protection). Savings on permitting would be occurring by combining this ADA accessible trail permitting with boardwalk permitting.
 - \$100,000 Wheelchair accessible trail loop and observation deck materials and construction.
- Planning, permitting, and construction of an approximately 300-foot pedestrian footbridge/wetland

walkway to facilitate pedestrian access and complete a walking trail loop in the southerly portion of the Preserve. This area will not be wheelchair accessible because of the distance from the parking access on Bank Street.

- \$0 Boardwalk design costs included with ADA accessible trail design and survey.
- \$0 Permitting costs included with ADA accessible trail permitting.
- \$150,000 Boardwalk materials and construction.

- Total: \$300,000

Potential Project Partners:

Harwich Recreation & Youth Commission

Harwich Conservation Trust

Harwich Accessibility Rights Commission

Harwich Conservation Commission

Field Trip to Coonamessett Greenway Heritage Trail in Falmouth:

To see a similar public access dream turned into reality, Recreation Commission members are invited on a field trip to the Coonamessett Greenway Heritage Trail within the Coonamessett River Restoration Project in Falmouth. The Coonamessett Greenway Heritage Trail features a boardwalk and an ADA accessible trail loop. Our guide would be Betsy Gladfelter, Project Coordinator for both of these projects and a member of the Town of Falmouth Conservation Commission.

HARWICH RECREATION & YOUTH COMMISSION MINUTES

MEETING DATE, TIME, & PLACE:

Tuesday Sept 8th, 2020 5:30 PM - Recreation Office, 100 Oak St., Harwich, MA 02645.

COMMISSION MEMBERS PRESENT:

John Mahan, David Nixon, Michael Hurley, Frank Crowley and Vahan Khachadorian

RECREATION STAFF PRESENT:

Eric Beebe and Lee Ames

OTHERS PRESENT:

None

RECREATION AND MAINTENANCE MATTERS:

- ◆ Approval of Minutes 11/26/19 and 1/28/20.

A motion was made by Vahan Khachadorian to approve the minutes of 11/26/19 as written; David Nixon seconded the motion. Vote is unanimous, 4 in favor, 0 against.

A motion was made by Vahan Khachadorian to approve the minutes of 1/28/20 as written; Michael Hurley seconded the motion. Vote is unanimous, 4 in favor, 0 against.

Directors Report- Commission Meeting - 9/8/20, Virtual Meeting

- ◆ **Summer 2020** - We have had a good summer season so far considering the circumstances. We were not permitted to have our normal programming for playground camp, tennis lessons, swim lessons or kayak rentals but have had a full staff of beach personnel including lifeguards, gate attendants, beach supervisors, and corona virus compliance personnel.
- ◆ **Summer Financials** - We are on pace to receive around \$65,000 in daily pass revenue this season which will be down from the \$77,000 last year. This is still a good number considering we did not sell day passes at Pleasant Road Beach or Earle Road Beach this year due to parking restrictions. We also had 1/3 of Red River Beach blocked off for much of the summer due to the piping plover presence. From all accounts sticker sales are on par with previous years or slightly higher.
- ◆ **Fall 2020** - I will be meeting with the Health Department Director on Thursday August 20th to see what we will be allowed to do for fall programming this year. I expect it to be very limited based on school restrictions and transportation restrictions. I will update the commission further at the meeting. *Eric met with Megan Eldredge about fall programming. She said there can be no transportation of kids in the vans but can walk them to the Cultural Center.*
- ◆ **Annual Town Meeting** - Annual Town Meeting will be held September 26th and we will CPC articles for vote in meeting for funding. Whitehouse Field Lighting Project and the Brooks Park Fencing Project which were both approved by the Community Preservation Committee this past winter. I met with a member of the Finance Committee to discuss our projects and what they entail.
- ◆ **Summer Beaches** - I am trying to schedule an appointment with the Town Administrator to determine if he would like corona virus compliance personnel for the late summer season (post Labor Day) and if he would like gate attendants to charge parking admission for that part of the season to help supplement the financial loss of the past summer. Eric said he has received no response from Administration about keeping beaches open through the end of September.
- ◆ **Field Use** - We have had several organizations using our fields in the late summer. We required permission from the Health Department from each organization as well as a detailed plan submitted for social distancing.

Property Maintenance Report - A current maintenance report was given to Commission Members.

Budget Reports - A current budget report was given to Commission Members.

Chairman's Report -

- ◆ John Mahan told members that he heard concerns about dogs being on Potters and Sr. Memorial fields from DPW. Vahan Khachadorian requested that the signs at the fields stating no dogs be re-located to new places where they may be more visible.

Liaison Reports -

- ◆ Community Preservation Committee - David Nixon.
 - ❖ David Nixon said that CPC is changing the deadline for FY22 Articles. He should have an update by the 15th of September.
 - ❖ David requested more photos of the fencing for Sr. Memorial Field be submitted to CPC.
- ◆ Facilities Committee – a new liaison has not been appointed yet as a replacement for Lee Culver.

MISC CORRESPONDENCE:

- ◆ Letter from Peter de Bakker - Brooks Hollow Suggestions. Eric gave a synopsis to Commission members and they asked him to follow up with DPW and Lily Daniels and report back with findings.
- ◆ Thank you letter from Carolyn Carey for help on the HCC 20th Anniversary celebration. John thanked the Recreation Staff for such a great job.
- ◆ Email from Amy Usowski - Sign at Brooks Park. *This sign was installed at the Harwich Community Center.*
- ◆ Email from Robert Smeltzer, After Prom Committee.
- ◆ Letter from Cape Cod Senior Softball League.
Vahan Khachadorian recused himself from this discussion.

A motion was made by Frank Crowley to approve the request from Cape Cod Senior Softball League for fee relief for the FY21 season from \$2000 to \$1500; David Nixon seconded the motion. Vote is unanimous, 4 in favor, 0 against, 1 Recuses.

- ◆ Letter from the Harwich Conservation Trust – This letter seeks support and sponsorship on a CPC article request. John Mahan requests they be put on the 9/22/20 agenda. Eric is to reach out to Michael Lach for an invitation to next month's meeting.
- ◆ Letter from Pamela Vlahakis Brooks Park request. Commission members deferred to Eric for a little more information before approval.

OLD BUSINESS:

- ◆ CPC Project Updates – Commission members have concerns about open CPC projects, some of the projects have been open for 3 years or more. Commission requested the Director keep checking in with Administration and the Town Engineer on statuses and to send a detailed time line out to Commission members. Strategies were discussed to try to speed up this process.
- ◆ Brooks Tennis Courts, Repair of Cracks - Frank Crowley received an estimate to repair and resurface the courts from Eastcoast Sealcoating Company of \$32,000. The second option was just repair of the cracks for \$9995. Option 3 is to use an acrylic filler at about \$86 per gallon which is very affordable and repairs could be done by DPW. The Commission requested Eric to speak with Chris Nickerson about this type of repair and email out his findings.

NEW BUSINESS:

- ◆ 2020 CPC Project Discussions – Michael Hurley said he would like to see the Sand Pond revitalization as a priority. David Nixon said Sand Pond plus Sr. Memorial fencing. Vahan Khachadorian said he would like to see more Pickleball courts at Brooks Park. Frank Crowley agreed with Vahan, more Pickleball courts and perhaps irrigation for the grass area around the courts plus benches there too. Eric thinks Sand Pond the Fencing projects should be a priority this year and we need to add a new storage shed and lifeguard stand to the master plan for Sand Pond. A kayak storage rack, designated non-motorized launch area and some additional beach sand should be added to the site plan that was sent to CPC with the Article as well.
- ◆ Aid to Programs – *Tabled until 9/22/20.*
- ◆ Commission Reappointment/Reorganization

John Mahan, Chairman appointed David Nixon as the Recreation Commission liaison to the Community Preservation Committee for an additional term.

John Mahan appointed Vahan Khachadorian as the Recreation Commission liaison to Harwich Facilities Committee for one term.

A motion was made by Vahan Khachadorian to nominate John Mahan as Commission Chair for another term; the motion was seconded by Michael Hurley. Vote is in favor, 4 in favor, 0 against, 1 abstains.

A motion was made by Vahan Khachadorian to nominate Frank Crowley as Commission Vice-Chair for another term; the motion was seconded by David Nixon. Vote is in favor, 4 in favor, 0 against, 1 abstains.

A motion was made by David Nixon to nominate Vahan Khachadorian as Commission Treasurer for another term; the motion was seconded by Michael Hurley. Vote is in favor, 4 in favor, 0 against, 1 abstains.

- ◆ Next regular meeting to be posted for Tuesday September 22nd, 2020.

OPEN SESSION:*

- ◆ Vahan Khachadorian wanted to share that the dugouts at Potters Field had been spray painted with graphic graffiti. Eric said he would send a request DPW to have it power washed.
- ◆ Frank said they also had graffiti at Brooks Park and to please add that area to the list of repairs. Frank suggested we have some surveillance put in on the new restroom and courts at Brooks Park if possible.
- ◆ John Mahan thanked members for embracing the new meeting technology.

ADJOURN MEETING

A motion was made by Vahan Khachadorian to adjourn the meeting at 6:40 pm; Frank Crowley seconded the motion. Vote is unanimous, 5 in favor, 0 against.

Submitted by:

Lee Ames, Executive Assistant
Harwich Recreation & Youth
Secretary to the Commission

Director's Report- Commission Meeting- 9/22/20

- ◆ **Fall Programming** - We are putting together a fall afterschool childcare program that will run from late September through December. This program is limited to 20 children per weekday according to health department corona virus guidelines and regulations. The program will be held at the cultural center and will be specifically for families with parents working outside of the home that are in need of childcare during the corona virus crisis. As part of the Lower Cape Rec League we are collectively looking into options for some kind of travel soccer season for youth as well.
- ◆ **Brooks Tennis/Basketball Courts** - I have left messages for Chris Nickerson from the highway department regarding the option of acrylic sealer being applied by the highway department as a temporary fix for the cracks in the courts for the winter months. I have not gotten a response as of yet. I will update the commission on any information I receive.
- ◆ **Potters Field Dugouts** - I spoke with Brian Albee from the highway department regarding the graffiti inside the Potters Field dugouts and he said that he was going to take a look. I went down to take a look myself last Tuesday and it looks like all inappropriate graffiti has either been painted over or power washed. The only remaining graffiti inside both dugouts is "Good Luck Girls".
- ◆ **2020 Proposed CPC Projects** - I have requested an updated quote from Landmark Fence for the replacement of fencing at Senior Memorial Field and am awaiting a response. I am also actively looking into quotes for some of the amenities proposed for a potential phase 3 of Sand Pond rejuvenation. If we do decide to incorporate phase 3 into our phase 2 request at Sand Pond, I will have the updated numbers for the application.
- ◆ **Whitehouse Field** - I was alerted by Highway department that someone used the field on Monday night 9/14 and left a huge mess of trash on and around the field as well as some vandalism of the inside of the porta-potty. We did not have anyone scheduled for that night and it was not one of our normal users of the field. I was told by highway that the gates were locked but people may have gone in through the large gate along outside parking lot that is closer to football field. It was decided with Highway Department that they would start locking that gate up as well to avoid more future potential vandalism/non-permitted use.
- ◆ **Annual Town Meeting** - Just a reminder that the Annual Town Meeting will be held on Saturday September 26 at 10am outdoors at the school athletic field. I will be in attendance to answer any questions on our proposed projects if needed.
- ◆ **CPC Project Update Meeting** - I will be meeting with the Community Preservation Committee on October 8 to give the bi-annual update on open CPC projects. They require a written report to be submitted in advance of the meeting. I will send this report out to commission as well when completed.

MONTHLY MAINTENANCE REPORT

<u>PROPERTY</u>	<u>REPLACEMENT/REPAIR/MAINTENANCE</u>	<u>EST. COST</u>	<u>CURRENT STATUS</u>	<u>FUNDING SOURCE</u>
VETERANS MEMORIAL COMPLEX	1-TRACK FIT STATIONS PROJECT	\$13,500	DONE	CPC
BASSETT FIELD	2-REMOVE TREES DAMAGED FROM TORNADO 1-WEED INFIELD	NA NA	DONE DONE	NA NA
CROWELL FIELD	2- CONVERT FIELD TO STONEDUST-ADD BASE PLUGS 1- RE-WEED INFIELD	TBD NA	TBD DONE	? NA
POTTER FIELD	1-NEW FENCE CAP	\$1,000	AWAIT INSTALLATION	REV FUND
SENIOR MEMORIAL FIELD	2- REMOVE GRAFFITI FROM DUGOUTS	NONE	DONE	HWY
MCPHEE FIELD	1- NEW FENCING	\$39,000	2020 CPC SUBMITTAL	CPC?
WHITEHOUSE FIELD	2- NEW RESTROOM FACILITY	TBD	POSSIBLE CPC ARTICLE	TBD
BROOKS PARK AND FIELD	1- NEW WELL FOR FIELD IRRIGATION	\$8,300	DONE	REV FUND
	2-REMOVE IN-GROUND GOALS	NONE	DONE	NA
	1 NEW SCOREBOARD	\$25-30K	AWAIT RFP	CPC ART?
	2 ADDITIONAL SAFETY NETTING	\$5,750	AWAIT MARINER PRESENT	CPC ART?
	3 NEW LIGHTING SYSTEM	\$380,360	AWAIT TOWN MEETING	CPC
	4 WHITEHOUSE MASTER PLAN	NA	DESIGN FIRM HIRED	MARINERS
	1 NEW FENCING FOR BASEBALL FIELD	\$41,000	AWAIT TOWN MEETING	CPC?
	2 NEW LIGHTING FOR COURTS	\$333,500	AWAIT FINAL RFP FROM ADM	CPC
	3 REPAIR CRACKS IN TENNIS/BALL COURTS	TBD	AWAIT HWY PROPOSAL	REV FUND
	4 NEW RESTROOM FACILITY	\$77,750	AWAITING STATE ADA	CPC
BANK ST. BEACH	1 RE-PAVE PARKING LOT	\$80,000	DONE	CAP ARTICLE
	2 LINE PARKING LOT	NA	DONE	CAP ARTICLE
RED RIVER BEACH	1 RE-PAVE PARKING LOT	\$125,000	DONE	CAP ARTICLE
	2 NEW BULKHEAD	TBD	FUTURE PHASED CAP ART.	POTENTIAL ARTICLE
PLEASANT RD BEACH	1 RE-PAVE PARKING LOT	\$111,359	WILL BE COMPLETED IN FALL	CAP ARTICLE
EARLE ROAD BEACH	2 REPAIR OF SECOND LIFE GUARD STAND	TBD	DONE	TBD
	1 WALKWAY FOR BEACH	NONE	DONE	NA
LONG POND	2 BEACH RE-NOURISHMENT	NONE	DONE	COUNTY DREDGE
	1 POTENTIAL PICNIC AREA/PLAYGROUND AREA	NONE	ADDED PICNIC TABLES	N/A
	2 REMOVE SWIM DOCKS	NONE	DONE	NA
	3 ADDRESS PARKING LOT ISSUES	NONE	DONE	NA
SAND POND	1 BEACH UPGRADES/PLAYGROUND/RESTROOM?	\$83,500	2020 CPC SUBMITTAL	CPC
OTHER BEACHES	2 NEW RESTROOM FACILITY	\$125,000	AWAIT FINAL RFP FROM ADM	CPC ART
	1 ALL NEW LIFE GUARD STANDS	\$37,950	EARLE ROAD STAND DONE	CPC
DOANE PARK	2 SEASONAL STORAGE FACILITY FOR KAYAKS ETC.CAHOON;	TBD	RESEARCHING COST/OPTION	TBD
	1 IRRIGATION SYSTEM REPLACEMENT	\$480	DONE	HAR GARDEN CLUB, DPW& HAR REC
OTHER PARKS/MEM.SQUARES	NONE AT THIS TIME			

From: Mike Hays [<mailto:mhaysharwich@gmail.com>]
Sent: Thursday, September 10, 2020 11:48 AM
To: Eric Beebe <ebeebe@town.harwich.ma.us>
Subject: Re: town band conductor bill

Hi Eric - I hope all is well with you and your family.

The \$1,440 is Tom Jahnke's stipend for January through September, 2020. He asked to take his payment in a lump sum instead of \$160 per month.

Although it ultimately turned out that there were no concerts this summer, the decision not to have us play at all wasn't made by the town until near the end of the season. In preparation for potential concerts, Tom spent a considerable amount of time selecting, sorting, distributing, developing a playlist for each week, and dealing with numerous related issues. Tom also organized and led a few outdoor rehearsals.

Tom served as advisor to the newly formed Harwich Town Band Board. His assistance proved invaluable as we dealt with a myriad of issues which had not been addressed for many years.

For these reasons and also in recognition that Tom and another conductor took over the band without pay for the Christmas concert in 2019, we decided that Tom was entitled to the full amount we promised him when formally took the reins in 2020.

Mike

On Wed, Sep 9, 2020 at 9:56 AM Eric Beebe <ebeebe@town.harwich.ma.us> wrote:

Hi Mike,

At a meeting of the Recreation Commission last night, the commission reviewed bills including town band bill for \$1400 for conductor. They just had a few questions they wanted me to relay to you.

1- How many town band concerts did you have this summer

2-Is there an itemized account of what the \$1400 covers. Is it for past concerts also, or just this summer.

Thank you

Eric Beebe
Director-Harwich Recreation Department
ebeebe@town.harwich.ma.us

Town of

Anita N. Doucette, MMC/CMMC
Town Clerk



Harwich

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

CERTAIN REQUIREMENTS FOR PUBLIC MEETINGS

March 20, 2020

1. Each meeting shall be LIVE BROADCAST on Harwich Public Access Channel 18. This live broadcast will provide a video feed of the documentation informing the meeting and a live audio, in real time, of the meeting. This will provide full access to the deliberations as set forth in Section 1 of the Governor's Order.
2. Each meeting also shall be simulcast on the town's website through the following link:
<http://harwich18.dyndns.org/cablecast/public/Live.aspx?ChannelID=1>
3. The Town will post a complete recording of each meeting to its WEBSITE, as soon as practicable, following the meeting.
4. All public meetings will be conducted using the technology of GOTOMEETING.COM.
 - a. All persons required to participate in a public meeting WITH ACCESS to a computer, will be able to log into the meeting via his/her computer to access the audio and video of the meeting. Those persons may also use a dial in number to participate in the audio portion of the meeting.
 - b. Any person required to participate WITHOUT ACCESS to a computer may do so by watching the LIVE BROADCAST and by using the dial in number to participate in the audio portion of the meeting.
 - c. Instructions for participation will be provided with any meeting packet and/or agenda.
5. POSTING OF MEETINGS.
 - a. Before any meeting is posted, the Chairperson and/or Supporting Staff must contact the Town Clerk's Office requesting a DATE & TIME. The Town Clerk's Office will confirm availability with the necessary parties, including but not limited to Channel 18 staff to ensure the time is available for a live broadcast.
 - b. Each Chairperson must provide the Town Clerk's Office with a complete agenda packet containing all of the documentation which will inform the agenda items on the proposed agenda. If no documentation exists with regard to any particular agenda item, such agenda item shall be postponed to another meeting.
 - c. Once confirmed by the Town Clerk's Office, the Chairperson and/or Supporting Staff may then post its meeting agenda packet in the same manner as used prior to the State of Emergency.
 - d. All meeting notices must include the following language:
 1. Pursuant to Governor Baker's March 12, 2020 Order Suspending Certain Provisions of the Open Meeting Law, G.L. c. 30A, §18, and the Governor's March 15, 2020 Order imposing strict limitation on the number of people that may gather in one place, this meeting of the Town of Harwich Recreation and Youth Commission on 8/25/2020 at 5:30pm, will be

conducted via remote participation to the greatest extent possible. Specific information and the general guidelines for remote participation by members of the public and/or parties with a right and/or requirement to attend this meeting can be found on the Town of Harwich website, at www.harwich-ma.gov. For this meeting, members of the public who wish to watch the meeting may do so in the following manner on Channel 18 or by watching the simulcast at: <http://harwich18.dyndns.org/cablecast/public/Live.aspx?ChannelID=1> **NO IN-PERSON ATTENDANCE OF MEMBERS OF THE PUBLIC WILL BE PERMITTED**, but every effort will be made to ensure that the public can adequately access the proceedings in real time, via technological means. In the event that we are unable to do so, despite best efforts, we will post on the Town of Harwich's website an audio or video recording, transcript, or other comprehensive record of proceedings as soon as possible after the meeting.

- e. At the start of each meeting, every Chairperson shall state the following:
 - i. Pursuant to Governor Baker's March 12, 2020 Order Suspending Certain Provisions of the Open Meeting Law, G.L. c. 30A, §18, and the Governor's March 15, 2020 Order imposing strict limitations on the number of people that may gather in one place, this meeting of the TOWN OF HARWICH Recreation and Youth Commission is being conducted via remote participation. **NO IN-PERSON ATTENDANCE OF MEMBERS OF THE PUBLIC WILL BE PERMITTED**, but every effort will be made to ensure that the public can adequately access the proceedings as provided for in the Order.
 1. A reminder that persons who would like to listen to or view this meeting while in progress may do so by Channel 18 simulcast or
 2. Despite our best efforts, we are not able to provide for real-time access, and we will post a record of this meeting on the city/town's website as soon as we are able.
6. All Agenda Packets MUST INCLUDE a GOTOMEETING link, the web address for the live simulcast on Channel 18, and a dial-in number for the meeting.
7. Those persons wishing to participate in any (public access) portion of a meeting may participate through a dial-in telephone number provided with any Meeting Agenda Packet.
8. All persons using the GOTOMEETING LINK and/or any DIAL-IN ACCESS NUMBER are asked to please MUTE your microphone/telephone. When called upon, please state your name and the reason for your participation at the beginning and at the end of each statement made.
 - a. For example. The Conservation Commission is holding a public hearing. The Chairperson asks if anyone is appearing for the applicant. Applicant, his counsel, or representative shall unmute the voice connection, and state. "THIS IS JOHN APPLESEED, ATTORNEY FOR APPLICANTS BILL AND CECELIA DALEY ON 20 SHORE STREET, HARWICH. I WOULD LIKE TO MAKE A STATEMENT AT THIS TIME CONCERNING THE APPLICATION.... AGAIN THIS WAS JOHN APPLESEED, ATTORNEY FOR THE APPLICANTS."

These procedures are fully informed by and in accordance with the directives set forth in the Governor's Order Sections 1 through 3, a copy of which is attached hereto as EXHIBIT A. As always, we thank you for your patience as we transition to a new way of conducting meetings.

Respectfully submitted:
Anita N. Doucette
Town Clerk