

SELECTMEN'S MEETING AGENDA*

Donn B. Griffin Room, Town Hall

732 Main Street, Harwich, MA

Executive Session 5:30 PM

Regular Meeting 6:30 P.M.

Monday, July 15, 2019

**As required by Open Meeting Law, you are hereby informed that the Town will be video and audio taping as well as live broadcasting this public meeting. In addition, anyone in the audience who plans to video or audio tape this meeting must notify the Chairman prior to the start of the meeting.*

I. CALL TO ORDER

II. EXECUTIVE SESSION – 1. Pursuant to M.G.L. c. 30A, §21(a)(3), review current status and strategy recommendations with Town Counsel with respect to pending litigation matters and the Police Collective Bargaining Agreement for which a discussion in open session would have a detrimental effect on the litigation position of the Town. These matters include the listing below.

A. KP Law, P.C.

1. Lothrop Insurance Claim – Discussion
2. Sullivan, et al. v. Harwich Board of Selectmen – Dog Appeal – Settlement
3. Abate Dog Order – Settlement
4. 541 Main Street, LLC v. Town of Harwich Planning Board
5. Collins, et al. v. Orsini & Town of Harwich Zoning Board of Appeals, et al.
6. Cuddy, Trustee v. Harwich Planning Board
7. DeSimone and Trustees of the DeSimone Family Living Trust v. Town of Harwich and through the Harwich Board of Selectmen
8. Eardley v. Harwich Police Department
9. Eldridge, et al. v. Town of Harwich, et al.
10. Fratus Jr. v. Harwich Board of Selectmen
11. Jones v. Harwich Board of Health and Town of Harwich
12. King and James Kelly v. Harwich Conservation Commission
13. King and Kelly v. Walter Diggs et al. and the Harwich Conservation Commission
14. McCourt, et al. Town of Harwich Zoning Board of Appeals, et al.
15. Rego, et al. v. Harwich Zoning Board of Appeals
16. Viprino v. Diggs, et al. (Harwich Conservation Commission)
17. Walsh Brothers Building Company, Inc., et al. v. Harwich Conservation Commission and Town of Harwich
18. Watkins, et al. v. Town of Harwich, et al.
19. Viprino v. Town of Harwich
20. Daks et al. v. Town of Harwich Conservation Commission and Walter Diggs, et al.
21. Fire Station No. 2 Bid Protest
22. Harwich Police Department v. O'Brien

B. Feeley & Brown, P.C.

1. Police Patrol Contract – FY2020 - 2022

Monday, July 15, 2019
SELECTMEN'S MEETING AGENDA* Continued

III. **PLEDGE OF ALLEGIANCE**

IV. **WEEKLY BRIEFING**

V. **PUBLIC COMMENTS/ANNOUNCEMENTS**

VI. **CONSENT AGENDA**

- A. Approve the recommendation of the Assistant Town Administrator regarding a Petition by Eversource Energy to install 10+ feet of cable/conduit under the public road in Bank Street to provide service to customer at 78 Bank Street.
- B. Approve the recommendation of the Assistant Town Administrator regarding a Petition by Eversource Energy to install one (1) new FO mid span Pole labeled 515/1.5 on the side of the public road in Mary Beth Lane, Harwich.
- C. Accept the resignation of Katherine Green as Real Estate and Open Space Committee representation to the Community Preservation Committee – effective 7/1/19.
- D. Accept the resignation of James Hartley from the Harwich Youth Counselor Advisory Board – effective 7/1/19
- E. Approve committee appointments per the request of the Interview Sub-committee as follows:
 - 1. Noise Containment Committee
 - 2. Cultural Council
 - 3. Brooks Academy Museum Committee

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

VIII. **NEW BUSINESS**

- A. FY 2020 Reserve Fund Transfer Request – Labor Support for Office - \$10,000.00
- B. Review – Draft Performance Review Town Administrator
- C. Potential Ratification Vote of The Harwich Police Federation Massachusetts Coalition of Police Local #446 – July 1, 2019 through June 30, 2022
- D. Potential Ratification Vote - Sullivan Dog Appeal – Settlement
- E. Potential Ratification Vote - Abate Dog Order - Settlement

IX. **CONTRACTS**

X. **OLD BUSINESS**

- A. Lower County Road Discussion
- B. Vote to approve the Budget/Warrant Time Line FY2020

XI. **TOWN ADMINISTRATOR'S REPORTS**

- A. Public Health Advisory
 - 1. Mill Pond, Harwich & Brewster – Fish Contaminated with Mercury
 - 2. White Pond, Dennis & Harwich – Fish Contaminated with Mercury
- B. Department Reports
- C. Draft Non-Resident Taxpayers Public Meeting Notice

XII. **SELECTMEN'S REPORT**

- A. Committee Vacancy List Review

XIII. **ADJOURNMENT**

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

Authorized Posting Officer:

Posted by: _____
Town Clerk

Patricia Macura, Admin. Secretary

Date: _____ July 11, 2019

OFFICE OF THE TOWN ADMINISTRATOR

Phone (508) 430-7513

Fax (508) 432-5039

Christopher Clark, *Town Administrator*
Joseph Powers, *Assistant Town Administrator*

732 MAIN STREET, HARWICH, MA



MEMO

TO: Board of Selectmen

FROM: Joseph Powers, *Assistant Town Administrator*

RE: Utility Hearing July 2, 2019
NSTAR Electric dba Eversource Electric
78 Bank Street

DATE: July 2, 2019

A Utility Hearing was held on Thursday, July 2, 2019 at 10:00 am in Harwich Town Hall, at the request of NSTAR/Eversource for the purpose to install approximately 10 +/- of conduit and cable in town road and it be granted a location for and permission to install and maintain underground cables, conduits and manholes, together with such sustaining and protecting fixtures as it may find necessary, said underground cables, conduits, and manholes to be installed in accordance with the plan files herewith marked Plan No 2321825 Dated May 2, 2019.

Legal ads were published and notifications were given. In attendance, Mr. Ray Iacovelli, abutters and Mr. Angelo Kyriakides property owner.. They had no objections to installing approximately 10 +/- of conduit and cable in town road. Staff comments were read; "If asphalt sidewalk is cut all repairs must be level and smooth. All work is warranted for two (2) years against defect and settlement." NSTAR/Eversource representative stated that they would not be digging into the road or sidewalks.

There were no other questions, concerns or objections and the Hearing was adjourned at 10:06 AM. After careful review, I recommend that the Board approve Eversource Plan No 2321825 Dated May 2, 2019



Phone (508) 430-7513

Fax (508) 432-5039

TOWN OF HARWICH

732 MAIN STREET, HARWICH, MA 02645

MINUTES
Utility Hearing – 78 Bank Street
Tuesday, July 2, 2019

THOSE IN ATTENDANCE: Joseph Powers Assistant Town Administrator, Patricia Macura, Administrative Secretary, Representatives from Eversource; Jessica Elder. Abutters in attendance; Mr. Ray Iacovelli and Mr. Angelo Kyriakides property owner of 78 Bank Street.

The Assistant Town Administrator called the hearing to order at 10:00 A.M. and read the Utility Hearing Notice.

Jessica Elder confirmed the work to be performed. To install approximately 10 +/- of conduit and cable in town road and it be granted a location for and permission to install and maintain underground cables, conduits and manholes, together with such sustaining and protecting fixtures as it may find necessary, said underground cables, conduits, and manholes to be installed in accordance with the plan files herewith marked Plan No 2321825 Dated May 2, 2019.

Mr. Kyriakides asked what size the handhold would be. Jessica Elder responded that it would be the same size which he currently has on his property. Staff comments were read; "If asphalt sidewalk is cut all repairs must be level and smooth. All work is warranted for two (2) years against defect and settlement." Jessica Elder replied that they were only going through the directional drilling and would not be disturbing the sidewalks.

The hearing was adjourned at 10:06 A.M.

Submitted by:
Patricia Macura
Administrative Secretary

Attachments



June 7, 2019

Town Administrators
732 Main Street
Harwich, MA 02653

Dear Board Members:

Enclosed is a petition to install approximately 10 +/- feet of conduit/cable under the public road in Bank Street, Harwich.

This proposed location is necessary to provide electrical service to customer at 78 Bank Street. This petition will require a notice to abutters and a hearing.

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

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

Warm Regards,

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

TOWN OF HARWICH
NOTICE OF PUBLIC HEARING
July 2, 2019

Pursuant to M.G.L. Ch. 166, § 22, the Town Administrator will hold a Public Hearing at **10:00 AM on Tuesday, July 2, 2019** in the Harwich Town Hall Library, 732 Main Street, Harwich, MA in reference to the following matter:

A petition by NSTAR ELECTRIC dba EVERSOURCE ELECTRIC COMPANY requesting permission to locate underground cables, conduits and manholes, including the necessary sustaining and protecting fixtures, in, under, along and across the following way or ways:

78 BANK STREET, HARWICH, MA

PROPOSED: To install approximately 10 +/- of conduit and cable in town road and it be granted a location for and permission to install and maintain underground cables, conduits and manholes, together with such sustaining and protecting fixtures as it may find necessary, said underground cables, conduits, and manholes to be installed in accordance with the plan files herewith marked Plan No 2321825 Dated May 2, 2019

All abutters and other interested persons are invited to attend. For further information, please call the Town Administrator's Office at (508) 430-7513 or stop by Town Hall, 732 Main Street, Harwich where the information is on file.

Christopher Clark
Town Administrator

Cape Cod Chronicle
June 20, 2019

LEGAL ADVERTISING

TOWN OF HARWICH
NOTICE OF PUBLIC HEARING
JULY 2, 2019

Pursuant to M.G.L. Ch. 166, § 22, the Town Administrator will hold a Public Hearing at **10:00 AM on Tuesday, July 2, 2019** in the Harwich Town Hall Library, 732 Main Street, Harwich, MA in reference to the following matter:

A petition by NSTAR ELECTRIC dba EVERSOURCE ELECTRIC COMPANY requesting permission to locate underground cables, conduits and manholes, including the necessary sustaining and protecting fixtures, in, under, along and across the following way or ways:

78 BANK STREET, HARWICH, MA

PROPOSED: To install approximately 10 +/- of conduit and cable in town road and it be granted a location for and permission to install and maintain underground cables, conduits and manholes, together with such sustaining and protecting fixtures as it may find necessary, said underground cables, conduits, and manholes to be installed in accordance with the plan files herewith marked Plan No 2321825 Dated May 2, 2019

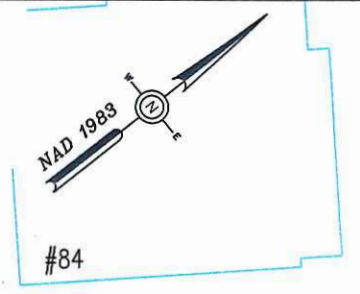
All abutters and other interested persons are invited to attend. For further information, please call the Town Administrator's Office at (508) 430-7513 or stop by Town Hall, 732 Main Street, Harwich where the information is on file.

Christopher Clark
Town Administrator

The Cape Cod Chronicle
June 20, 2019

Continued on Page 54

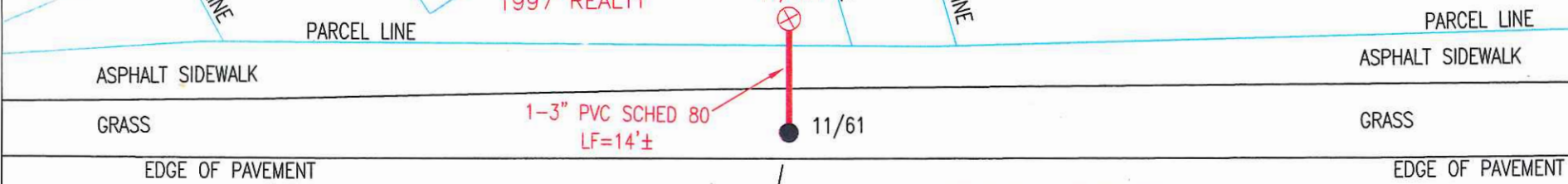
Plan to accompany petition of **EVERSOURCE ENERGY**
 To install approximately 10'± of conduit under public sidewalk
 to provide electric service for customer at #78 BANK ST



14-W14-0
 #74 BANK ST
 N/F
 ERMILIO
 FRANCIS P &
 ERMILIO
 KATHRYN A
 #74

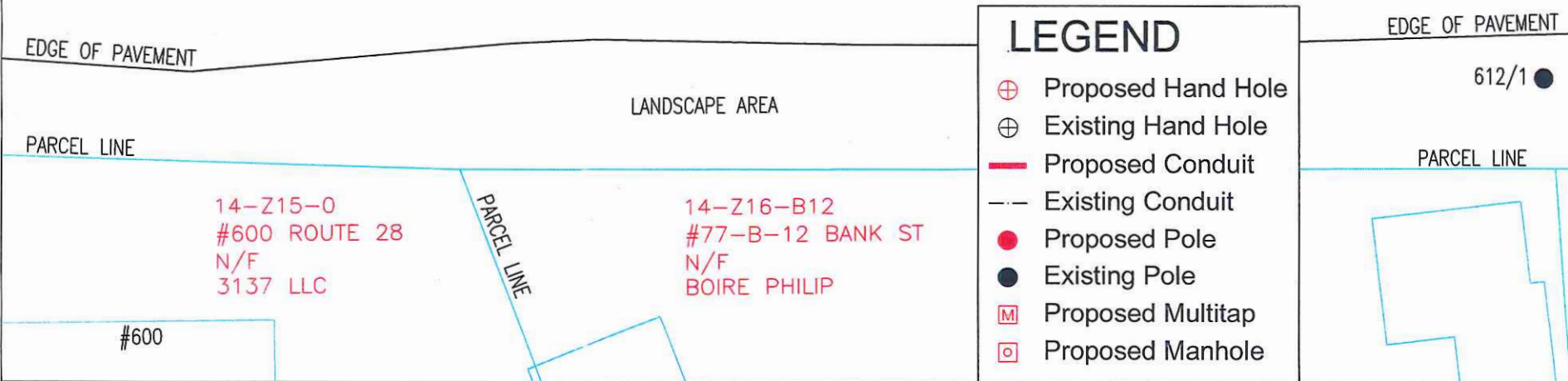
14-W8-0
 #78 BANK ST
 N/F
 KYRIAKIDES
 ANGELO A TR
 KYRIAKIDES FAMILY
 1997 REALTY
 #78

14-W7-A1-0
 #84 BANK ST
 N/F
 SHER BRUCE A &
 SHER REBECCA A



← APPROX. 251'±
 TO ROUTE 28.

BANK ST



LEGEND

- ⊕ Proposed Hand Hole
- ⊕ Existing Hand Hole
- Proposed Conduit
- - Existing Conduit
- Proposed Pole
- Existing Pole
- Ⓜ Proposed Multitap
- Ⓚ Proposed Manhole



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MASS. LAW

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

Plan #	2321825
Ward #	-
Work Order #	2321825
Surveyed by:	-
Research by:	PG
Plotted by:	GC
Proposed Structures:	LM
Approved:	A DEBENEDICTIS
P#	

EVERSOURCE
 d/b/a
 1165 MASSACHUSETTS AVE. DORCHESTER, MASS. 02125

Plan of BANK ST, HARWICH

Showing PROPOSED CONDUIT LOCATION

Scale	1"=20'	Date	MAY 02, 2019
SHEET	1 of 1		

OFFICE OF THE TOWN ADMINISTRATOR

Phone (508) 430-7513

Fax (508) 432-5039

Christopher Clark, *Town Administrator*
Joseph F. Powers, *Assistant Town Administrator*

732 MAIN STREET, HARWICH, MA



MEMO

TO: Board of Selectmen

FROM: Joseph Powers, Assistant Town Administrator

RE: Utility Pole Hearing – Eversource Energy

DATE: July 9, 2019

A public meeting was held on Tuesday, July 9, 2019 in the Town Hall Library for the purpose of hearing testimony from abutters and/or departments regarding a Petition by Eversource Energy. Application was made for permission to install a new Pole 515/1.5 on Mary Beth Lane for the purpose of providing connections to poles and buildings as may be desired for distributing service.

The Hearing was called to order at 10:00 a.m. No abutters appeared and no other objections were raised, therefore I recommend approval of this petition.

MINUTES
Utility Hearing
Request for New Pole Installation
Mary Beth Lane, Harwich
Tuesday, July 9, 2019
10:00 A.M.

Those present included: Jessica Elder, Eversource Right-of-Way Agent; Joseph Powers, Assistant Town Administrator; Sandy Robinson, Administrative Secretary

Mr. Powers opened the hearing at 10:00 A.M. and read the Legal Hearing Notice.

Mr. Powers asked Ms. Elder if anything had changed in the plans sent to the Town. Ms. Elder advised that everything was the same and that Eversource would be installing one new pole #515/1.5 on Mary Beth Lane to facilitate the distribution of service to the location.

There were no abutters in attendance, and no testimony was offered. Therefore, Mr. Powers closed the hearing at 10:05 A.M.

Submitted by:
Sandy Robinson
Administrative Secretary

TOWN OF HARWICH
NOTICE OF PUBLIC HEARING
July 9, 2019

Pursuant to M.G.L. Ch. 166, § 22, the Town Administrator will hold a Public Hearing at **10:00 a.m. on Tuesday, July 9, 2019** in the Town Hall Library, 732 Main Street, Harwich, MA, in reference to the following matter:

A petition by NSTAR ELECTRIC COMPANY d/b/a EVERSOURCE ENERGY is requesting permission to locate poles, wires, cables and fixtures, including the necessary anchors, guys and other such sustaining and protecting fixtures to be owned and used in common by your petitioner, along and across the following public way or ways:

MARY BETH LANE, HARWICH

PROPOSED:

Install one (1) new FO mid span Pole labeled 515/1.5

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

Petitioner agrees to reserve space for one cross-arm at a suitable point on each of said poles for the limited purpose of attaching one way low voltage fire and police signaling wires for public safety purposes only.

All abutters and other interested persons are invited to attend. For further information, please call the Town Administrator's Office at (508) 430-7513 or stop by the Town Hall located at 732 Main Street, Harwich, where the information is on file.

Christopher Clark
Town Administrator

Cape Cod Chronicle
June 20, 2019

**TOWN OF HARWICH
NOTICE OF PUBLIC HEARING
JULY 9, 2019**

Pursuant to M.G.L. Ch. 166, § 22, the Town Administrator will hold a Public Hearing at 10:00 a.m. on Tuesday, July 9, 2019, in the Town Hall Library, 732 Main Street, Harwich, MA, in reference to the following matter:

A petition by NSTAR ELECTRIC COMPANY, d/b/a EVERSOURCE ENERGY is requesting permission to locate poles, wires, cables and fixtures, including the necessary anchors, guys and other such sustaining and protecting fixtures to be owned and used in common by your petitioner, along and across the following public way or ways:

MARY BETH LANE, HARWICH

PROPOSED:

Install one (1) new FO mid span Pole labeled 515/1.5

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

Petitioner agrees to reserve space for one cross-arm at a suitable point on each of said poles for the limited purpose of attaching one way low voltage fire and police signaling wires for public safety purposes only.

All abutters and other interested persons are invited to attend. For further information, please call the Town Administrator's Office at (508) 430-7513 or stop by the Town Hall located at 732 Main Street, Harwich, where the information is on file.

Christopher Clark
Town Administrator

The Cape Cod Chronicle
June 20, 2019



484 Willow Street
W. Yarmouth, Massachusetts 02673

April 19, 2019

Town Administrators
732 Main Street
Harwich, MA 02653

Dear Board Members:

Enclosed is a petition to install approximately 1 New FO mid-span pole#515/5 on side of the public road in Mary Beth Lane, Harwich.

This proposed location is necessary due to low primary and secondary wires. This petition will require a notice to abutters and a hearing.

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

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

Warm Regards,

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

Please return 1 signed copy to: ~~Eversource~~ 484 Willow Street-W. Yarmouth, MA 02673 Attn Jessica Elder

PETITION FOR POLE LOCATIONS
WO#2323552

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

May 30, 2019

NSTAR ELECTRIC COMPANY d/b/a EVERSOURCE ENERGY

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

Mary
May Beth Lane, Harwich
Install 1 new FO mid span pole labeled 515/1.5

Wherefore we pray that after due notice and hearing as provided by law, we be granted locations for permission to erect and maintain poles, wires, and cables, with such sustaining and protecting fixtures as we may find necessary, said poles to be erected substantially in accordance with the plan filed herewith marked Plan No. 2323552 Dated May 3, 2019.

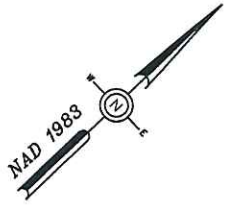
Also, for permission to lay and maintain underground cables, conduits, wires, and necessary equipment in the above or intersecting public ways for the purpose of making connections with the poles and buildings as each may desire for distributing purposes.

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

NSTAR ELECTRIC COMPANY d/b/a EVERSOURCE ENERGY

By _____


RIGHT OF WAY AGENT



Plan to accompany petition of EVERSOURCE ENERGY.
To install new mid span FO CL1 pole 515/1 1/2 due
to low primary and secondary wires.

LEGEND

- Proposed Pole
- Existing Pole
- Pole with Riser

96-A2-11-0
9 MARY BETH LN
GRAY, LARA C

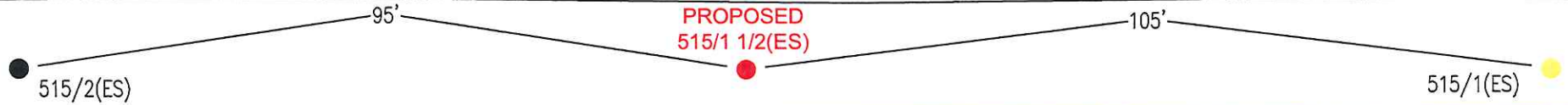
APPROX. R.O.W.

LANDSCAPE AREA

EDGE OF ROAD

MARY BETH LN

EDGE OF ROAD

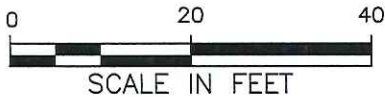


APPROX. R.O.W.

APPROX. 230'
TO RTE 137

96-A2-3-0
10 MARY BETH LN
TANGUAY, MICHEL

96-A2-2-0
6 MARY BETH LN
KOTCHER, JOHN JR &
KOTCHER, SHARON A.



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MASS. LAW

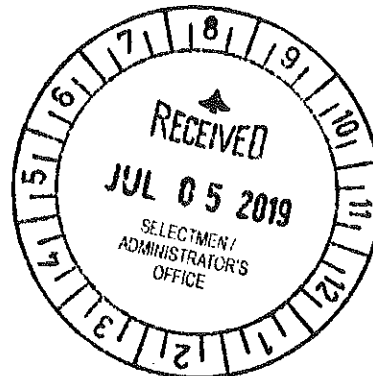
REQUIRES 72 HOURS ADVANCE NOTICE TO UTILITY COMPANIES BEFORE DIGGING BY ANYONE. CALL DIG-SAFE 1-888-344-7233

Plan #	2323552
Ward #	
Work Order #	2323552
Surveyed by:	-
Research by:	PG
Plotted by:	PG
Proposed Structures:	LM
Approved:	A DEBENEDICTIS
P#	

NSTAR EVERSOURCE <small>ELECTRIC d/b/a</small> 1165 MASSACHUSETTS AVE. DORCHESTER, MASS. 02125	
Plan of MARY BETH LANE	
HARWICH	
Showing PROPOSED POLE LOCATION	
Scale	1"=20'
Date	MAY 03, 2019
SHEET	1 of 1

Anita Doucette

From: Katherine Green <ksgr58@gmail.com>
Sent: Monday, July 01, 2019 8:58 PM
To: Anita Doucette
Subject: Fwd: Committee resignation



To: Town of Harwich Town Clerk, Anita Doucette
From: Katherine Green

This letter is to inform you that effective July 1, 2019 I will be resigning from the Community Preservation Committee. I have served for almost eight years as the Real Estate and Open Space Committee representative on the CPC board. It has been my sincere pleasure to have served the community of Harwich in this position. Please refer this request on to the Board of Selectmen.

Thank you.

Katherine Green



Hi

7/8/2019

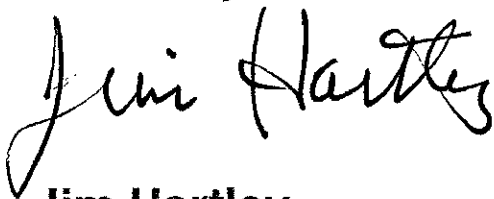
I wish to resign my position on the Harwich Youth Counselor Advisory Board. I have greatly enjoyed my participation.

It's time for me to move on and make way for parents who have children in the school system.

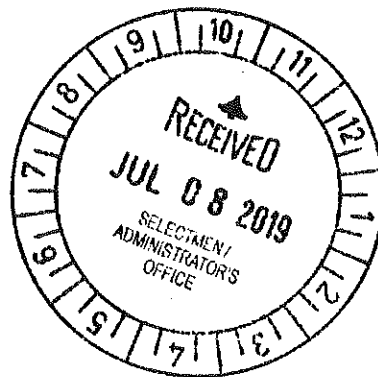
In my experience, Harwich has always provided excellent services for its youth.

Thank you again for giving me this opportunity to serve.

Sincerely,



Jim Hartley



INTERVIEWS – Wednesday, July 10, 2019 – 9:00 am

<u>TIME</u>	<u>APPLICANT:</u>	<u>VACANCY</u>	<u>ACTION</u>
9:00 am	Janet Cassidy	Brooks Academy Museum Commission	Full Appointment Term to Expire 6/30/21
9:15 am	Frances Rich	Harwich Port Noise Containment Committee (local resident)	Full Appointment Term to Expire 12/31/20
9:30 am	Megan Yaps	Harwich Port Noise Containment Committee (local resident)	Full Appointment Term to Expire 12/31/20
9:45 am	Robert Cohn	Harwich Port Noise Containment Committee (local resident)	Full Appointment Term to Expire 12/31/20
10:00 am	Dinah Lane	Harwich Cultural Council 3 vacancies	Full Appointment Term to Expire 6/30/22
10:15 am	Robert Nickerson	Harwich Port Noise Containment Committee (local resident)	Hold Citizen's Activity Form for Future Action
10:30 am	Walter Mason	Harwich Port Noise Containment Committee (local resident)	Full Appointment Term to Expire 12/31/20

OFFICE OF THE TOWN ADMINISTRATOR

Christopher Clark, *Town Administrator*
Joseph F. Powers, *Assistant Town Administrator*

Phone (508) 430-7513

Fax (508) 432-5039

732 MAIN STREET, HARWICH, MA



MEMO

TO: Christopher Clark, Town Administrator
FROM: Joseph F. Powers, Assistant Town Administrator
CC: Carol Coppola, Finance Director
RE: FY 2020 Reserve Fund Transfer Request
DATE: July 10, 2019

A reserve fund transfer request has been filled out and will be submitted to the Finance Committee for discussion at their meeting this Thursday, July 11, 2019 as you requested.

The amount requested, \$10,000.00, will be used to defray expenses related to the temporary appointment of an administrative assistant in the Administration Department.

Based on your request, I have estimated that such an appointment will necessitate the amount requested based on the following facts:

- The person appointed is expected to work twelve (12) to fifteen (15) hours per week starting the week of July 15, 2019;
- The temporary role will be in place for at least ninety (90) days to assist staff in the Administration Department; and
- The role is commensurate with the grade and step of OA-3, Step 1 (\$23.24) as outlined in the Classification and Compensation Table of the Personnel By-laws.

Please let me know if you require any additional information.

FY 2020

Town of Harwich REQUEST FOR TRANSFER FROM THE RESERVE FUND

(To be submitted in triplicate)

Finance Committee
Town of Harwich

Date 07/09/19

Dear Sir/Madam:

Request is hereby made for the following transfer from the Reserve Fund in accordance with Chapter 40, Section 6 of the Massachusetts General Laws:

Amount requested: \$ 10,000.00

To be transferred to # 011491/511900
Account Number

Salaries & Wages - Administration
Name of Appropriation

Current Balance 432,737.00

Reserve Fund Bal. \$ 125,000.00

MUNIS # 011322-578001

The amount request will be used for: (give specific purpose)

Town Administration - Temporary Staffing

This expenditures is extraordinary and /or unforeseen for the following reasons:

Funding to provide temporary part-time staffing for Town Administration (90 days)



Finance Director/ Town Accountant



Town Administrator

Action of Finance Committee

Date of Meeting _____ Number of present & voting _____

Transfer voted in the sum of _____

Transfer disapproved _____

Chairman, Finance Committee Date

Performance Management Plan for Harwich Town Administrator

Results-Based Goals

There should be 3 to 5 results based goals. The goals must be specific, clearly defining expectations and explain the objective. The goals must also be measurable, attainable and relevant.

Results-Based Goal One

Manage the Town's finances to stay within the Proposition 21/2 limits, avoiding the use of capital exclusions and limiting the use of debt exclusions.

- Negotiate employee contracts with an awareness of the budget limitations the town is experiencing.
- Develop a detailed plan to improve the OPEB funding and management /pursue new sources of revenue to fund costs.
- Increase stabilization and reserve fund balances to meet reserve policy objectives.
- Retain the town's AAA bond rating.

Manager Comments:

Employee Comments:

Results-Based Goal Two

Lead/manage town staff by increasing delegation, team processes and IT efficiency steps.

- Delegate specific assignments to staff with appropriate authority and accountability measures.
- Measure efficiency by labor/cost reductions from 2019 levels and regulatory review time expended.
- Work to reduce non-retirement turnover.

Manager Comments:

Employee Comments:

Performance Management Plan for Harwich Town Administrator

Results-Based Goals

There should be 3 to 5 results based goals. The goals must be specific, clearly defining expectations and explain the objective. The goals must also be measurable, attainable and relevant.

Results-Based Goal Three

Oversee the successful implementation of the Dennis/Harwich/Yarmouth community partnership on wastewater.

- Provide project oversight to continue Phase 2 according to current schedule.
- Work with consultant, town engineer and project manager to reduce costs where possible.
- Work with Project Manager, Department Heads and Selectmen to effectively communicate wastewater actions to the residents of the town.
- Secure DHY sewer special legislation and three town agreement allowing the three town agreement to be brought before town meeting in the Fall.

Manager Comments:

Employee Comments:

Results-Based Goal Four

In your role as chair of the affordable housing trust, aggressively pursue the creation of affordable housing opportunities throughout the town.

- Explore new potential parcels for affordable housing use.

Manager Comments:

Employee Comments:

Performance Management Plan for Harwich Town Administrator

Results-Based Goals

There should be 3 to 5 results based goals. The goals must be specific, clearly defining expectations and explain the objective. The goals must also be measurable, attainable and relevant.

Results-Based Goal Five

Create a more transparent budget process for the taxpayers of Harwich.

- Develop a more user friendly website where the taxpayers can educate themselves on the town's budget and budget process.
- Create a different format for the town warrant including more understandable information on the budget and specifically on the towns outstanding debt and debt repayment schedule.

Manager Comments:

Employee Comments:

Performance Management Plan for Harwich Town Administrator

Core Competencies

The Core Competencies should reflect the knowledge, skills and behaviors that the employee must demonstrate.

Collaborates

Builds partnerships and works collaboratively with others to meet shared objectives.

Manager Comments:

Employee Comments:

Attracts Top Talent

Attracts and selects the best talent to meet current and future town needs.

Manager Comments:

Employee Comments:

Develops Talent

Develops people to meet both their career goals as well as the Town's goals.

Manager Comments:

Employee Comments:

Builds Effective Teams

Building strong teams that can work together to attain the Town's goals.

Manager Comments:

Employee Comments:

Performance Management Plan for Harwich Town Administrator

Core Competencies

The Core Competencies should reflect the knowledge, skills and behaviors that the employee must demonstrate.

Communicates Effectively

Develops and delivers clear and effective communications throughout the organization.

Manager Comments:

Employee Comments:

Ensures Accountability

Holding self and others accountable to meet commitments.

Manager Comments:

Employee Comments:

Drives Results

Consistently strive to attain results, even under difficult circumstances.

Manager Comments:

Employee Comments:

Courage

Addresses difficult issues, saying what needs to be said.

Manager Comments:

Employee Comments:

Performance Management Plan for Harwich Town Administrator

Core Competencies

The Core Competencies should reflect the knowledge, skills and behaviors that the employee must demonstrate.

Instills Trust

Gaining the confidence and trust of others through honesty, integrity, and authenticity.

Manager Comments:

Employee Comments:

Decision Making

Making good and timely decisions that keep the town moving forward.

Manager Comments:

Employee Comments:

Managing Risk Goals

There should be 2 to 3 goals. Understanding the risks that may impact the town and acting promptly to deal with them.

Assure that there is an appropriate governance structure and full cooperation with the audit process.

Manager Comments:

Employee Comments:

Make sure that there is an early identification and prompt escalation of all issues.

Manager Comments:

Employee Comments:

Performance Management Plan for Harwich Town Administrator

Town Goals

Actively promote the town's positive image and values. There should be 2 to 3 goals.

Emphasis integrity, teamwork and excellence with all town employees.

Manager Comments:

Employee Comments:

Encourage all town employees to understand the importance of a transparent and responsive government for the residents of the town.

Manager Comments:

Employee Comments:

Work to improve the quality of life for all residents of the town.

Manager Comments:

Employee Comments:

Development Goals

Performance Management Plan for Harwich Town Administrator

Performance Rating

There are five ratings categories: **Extraordinary, Exceeded Expectations, Achieved Expectations, Below Expectations, and Unsatisfactory**

Definitions

Extraordinary

- Exceeded all performance goals.
- Went beyond the goals to develop even greater performance expectations.
- Was always cited as a leading example in their peer group.

Exceeded Expectations

- Exceeded all goals.
- Was an outstanding role model for the town employees.
- Demonstrated a clear understanding of the needs of the town.
- Helped town employees to perform their jobs to the same level of excellence.

Achieved Expectations

- Achieved all the critical goals and may have exceeded expectations for some goals.
- Exhibited a strong commitment to the town's needs and inspired all town employees to exhibit that commitment.
- Demonstrated a clear commitment to the core competencies.
- Demonstrated a strong commitment to the town's goals.

Below Expectations

- Did not achieve one or more critical goals; and or
- Did not provide the leadership described in the core competencies.
- Did not promote the town's goals.

Unsatisfactory

- For the current year the employee failed to meet the required goals and standards for his/her role, in spite of regular feedback and support from his/her manager/managers to improve overall performance.
- A documented time-bounded Performance Improvement Plan will be agreed to following the year-end assessment, if not already in place.

Performance reviews throughout the year shall be done on a quarterly basis so as to allow the manager and the employee to understand where they are with regard to the goals and core competencies. The quarterly review will include written assessments by the employee and the manager/managers. This will allow for a more productive and transparent PMP process.

Acknowledgement of Performance Rating structure

Manager:

Employee:

Performance Management Plan for Harwich Town Administrator

Year End Review

Manager Review:

Overall Performance Rating

Comments

Signature and Date

Employee Review:

Comments

Signature and Date

OFFICE OF THE TOWN ADMINISTRATOR

Phone (508) 430-7513

Fax (508) 432-5039

Christopher Clark, *Town Administrator*

732 MAIN STREET, HARWICH, MA 02645



MEMO

To: Board of Selectmen

From: Christopher Clark *CC* Griffin Ryder *GR* Lincoln S. Hooper *LH*
 Town Administrator Town Engineer DPW Director

Dan Pelletier *DP* Chris Nickerson *CN* Tom Ockerbloom
 Water Superintendent Harwich DPW Engineering Consultant *T.O.*

Re: Lower County Road Recommendations

Date: July 10, 2019

As a follow up to the 2019 Annual Town Meeting and the subsequent June 17, 2019 Board of Selectmen meeting, a meeting on July 10, 2019, was held in the Town of Harwich Administration Office to discuss the potential secondary recommendations for Lower County Road. The meeting was attended by Griffin Ryder, Town Engineer, Lincoln Hooper, DPW Director, Dan Pelletier, Water Department Superintendent, Chris Nickerson, Harwich DPW and Tom Ockerbloom, the Town's Engineering Consultant for the project and myself.

The July 10, 2019 meeting attendees agreed that from a pure engineering perspective the recommendation to fully reconstruct the roadway per the Town of Harwich FY 2020 Warrant Article 20 and the Contract Documents included in the public bid process continues to stand. This approach would have provided for a new roadway surface with a lifespan of approximately 25 years. However, as Town Meeting voted 'no' on Article 20 to appropriate the funds for the project the Board of Selectmen requested a secondary recommendation for Lower County Road be presented.

At the July 10, 2019 meeting, options for a Lower County Road secondary recommendation were discussed and reviewed in detail. After discussion, the following secondary recommendation was agreed upon: spend approximately \$350,000 to extend the life of the roadway for approximately 5 to 7 years. The proposed work includes permanent patching, drainage improvements (at 3 locations; Allen Harbor, Wequasset Road and Brooks Road), crack sealing and finally a chipseal surface treatment. The funding for this work would be primarily from the Town's Road Maintenance Plan. A request to the Water Department to share the cost for the permanent patch work associated with the previously installed water improvements would also help to fund the

project. A revised FY2020 Road Maintenance Budget which includes the secondary recommendation for Lower County Road is included as an attachment to this memo.

The tentative schedule for the work is to complete the permanent patching, drainage improvements and crack sealing in the Fall of 2019 and to install the chipseal surface treatment in the Spring of 2020. This proposed schedule is somewhat critical. If nothing is done in the Fall 2019 the roadway would run the risk of further degradation and potential failure of the roadway's base structure. The intent of the secondary recommendation for Lower County Road is to extend the roadway life (5-7 years) and prepare the roadway for winter conditions while maintaining the base structure to the maximum extent possible.

The extended lifespan of 5-7 years for Lower County Road will allow the Board of Selectmen and the Town to revisit the project down the road and to develop a potentially more permanent solution or plan for reconstructing the roadway and sidewalk, installing drainage solutions (beyond the 3 locations noted herein) and other appurtenant work. This future phase of work for Lower County Road could be developed as a Town project or potentially a MassDOT Transportation Improvement Project (TIP). The anticipated volume of land takings and property impacts required to construct a TIP eligible complete streets roadway cross-section could be problematic for the Town and result in the TIP project viability being unrealistic.

The 'do nothing' approach would potentially create other negative unintended consequences. If the permanent patches and the crack sealing is not completed in the Fall 2019, there is the potential for water intrusion into the pavement ultimately resulting in pavement heaving (freeze/thaw). The temporary patches and potential pavement heaving would likely be exacerbated by plow trucks clearing the roadways where the roadway would be further degraded/damaged likely resulting in pot holes developing. This could also result in damage to plow trucks. The main issue with pot holes in the winter is that asphalt mix plants are not open during the winter season and the pot holes would not be able to be repaired until the Spring, creating a potential safety issue for vehicles travelling along Lower County Road.

Please note that the recommendation for the chipseal surface treatment will result in a roadway surface with reduced ride quality as compared the original recommended solution (full resurfacing). Throughout the Town of Harwich chipseal is typically not utilized on main roadways due to the resulting reduced ride quality.

Also note that the proposed secondary recommendation described herein will not do anything to address Americans with Disabilities Act (ADA) accessibility for the existing substandard sidewalks along Lower County Road.

For reference, a copy of the June 13, 2019 Memorandum from DPW Director Lincoln Hooper is also included as an attachment to this Memorandum.

Thank you.

PROPOSED ROAD MAINTENANCE PLAN FY2020

DEPOT ROAD DRIANAGE PRIOR TO NATIONAL GRID RE-PAVE	\$ 173,500.00
PAVE MAIN STREET EXT. (SIMPLE OVERLAY) DUE TO DETERIORATION	\$ 117,832.00
PATCHING ON LOWER COUNTY ROAD	\$ 120,000.00
DRAINAGE AT 3 LOCATIONS LOWER COUNTY ROAD	\$ 80,000.00
20% RUBBER CHIP SEAL ON LOWER COUNTY ROAD	\$ 100,000.00
MISC. PATCHING LOCATIONS	\$ 50,000.00
MISC DRAINAGE LOCATIONS	\$ 100,000.00
CRACK SEAL VARIOUS ROADS	\$ 50,000.00
DESIGN FUNDS FOR GREAT WESTERN RD CULVERT REPLACEMENT	\$ 75,000.00
CONTINGENCY/GREAT WESTERN RD CULVERT	\$ 400,000.00
GUARDRAIL REPLACEMENT VARIOUS LOCATIONS	\$ 30,000.00
	\$ 1,296,332.00



TOWN OF HARWICH

DEPARTMENT OF PUBLIC WORKS


273 Queen Anne Road • P.O. Box 1543 • Harwich, MA 02645

Telephone (508) 430-7555

Fax (508) 430-7598

MEMORANDUM

TO: Board of Selectmen

FROM: Lincoln S. Hooper, Director 

DATE: June 13, 2019

RE: FY 20 Road Maintenance Funding

At a meeting on June 12, 2019, Town Administrator Chris Clark asked me write a memo to the Board to answer two questions: What is the impact of the failed road maintenance article on our 5 year road maintenance plan and what is our plan for Lower County Road.

Given the failure of the \$700k road maintenance article at the ballot box and the fact that MassDOT had not released Harwich's apportionment of Chapter 90 until this week, I cancelled the two previous Chapter 90 projects that the Board had approved (Chipseal various roads \$331k and Great Western Road drainage \$302k). I took that action because without the article or the FY 20 Chapter 90 allotment we would have had no money to address any unforeseen circumstances. With the FY 20 apportionment we now have \$1,338,825 in available Chapter 90 funds. I recommend that we push the entire 5 year road maintenance plan out a year and adopt the attached Proposed Road Maintenance Plan FY 2020.

That plan includes \$150k worth of patching for Lower County Road based upon our Road Construction County Bid prices. We believe there are some economies of scale if we bid this patching job as a stand-alone project, which we are able to do with the assistance of the new Town Engineer. The larger question is what is the long term plan for Lower County Road? I see two possible options: Chipseal the road next spring after the patching project or rebid the reconstruction project as was originally proposed. The Chipseal approach will probably buy the Town approximately 7 years before needing to address it, but does nothing for the drainage issues or the non-compliant sidewalk. I personally believe doing the reconstruction of the road is the right thing to do, but defer to your judgment.

Thank you for your consideration.

Cc: Chris Clark, Town Administrator

Attachments: Proposed FY 20 Road Maintenance & 5 Year Road Maintenance Plan

BUDGET/WARRANT TIME LINE FY2020

DRAFT

Monday, June 17, 2019	Review Town Meeting Results and actions to take	
Monday, July 1, 2019	First goals discussion	
Monday, July 15, 2019	Continuation of goals discussion	
Monday, July 29, 2019	Set Goals	
Monday, August 12, 2019	Potential articles and assign to committees and departments. By Law Charter Review Committee to come in to discuss	
Monday, August 26, 2019	Discuss potential C P C articles	
Friday, August 23, 2019	Capital Budget Instructions submitted by T A to Departments	
Monday, September 16, 2019	Discuss Budget Message	
Friday, September 20, 2019	Deadline for submission of Department Capital Budgets to the T A	
Monday, September 30, 2019	TA presents BOS with 5-Year Financial Plan	Charter 9-2-1/on or before October 1st
TBD	MRSD and Cape Cod Tech meeting with Selectmen and Fincom to discuss enrollments by class and demographics, including a five year projection of same.	
Monday, September 30, 2019	BOS Budget Message to guide TA in developing budget Requests - Including Board agreed to goals	Charter 9-2-2/on or before the first Tuesday in October
	Deadline for submission of C P C requests	
Monday, October 7, 2019	Begin review of warrant articles	<i>Weekly as they come in</i>
Monday, October 21, 2019	Capital Outlay Committee submits 7-yr Capital Outlay plan to T A	
Monday, October 21, 2019	Joint Meeting with MRSD, Cape Cod Tech, Finance Committee and Capital Outlay Committee to discuss: <ul style="list-style-type: none"> • State of the Town/BOS Budget Message • MRSD Budget/Enrollments • Finance Committee Priorities • Capital Budget Requests • Outlook for 2020 	
Friday, October 25, 2019	Operating Budget instructions submitted to departments by T A	
Monday, October 28, 2019	B O S to review Capital Outlay Plan and set priorities	
Friday, November 29, 2019	Deadline for submission of department operating budgets to T A	Charter 9-2-3/on or before the 1st Friday of December
Friday, November 29, 2019	Deadline for submission of departmental warrant articles to T A	
Monday, December 9, 2019	TA submits 7-yr Capital Outlay Plan to joint meeting of BOS/ Finance Committee	Charter 9-6-3/during the month of December

Monday, December 23, 2019	MRSD School Vacation	
Monday, January 6, 2020	BOS/FINCOM/Capital Outlay Committee hold joint Public Hearing on submitted Capital Outlay Plan	Charter 9-6-4/on or before the 2nd Friday in January (Finance Committee)
Friday, January 24, 2020	All items to be bid must have specifications in TA's office by 12:00 P.M. to be assured of bid process for Town Meeting	
Monday, February 3, 2020	Meeting with B O S and Fincom to discuss first draft budget and five-year plan with MRSD and Cape Cod Tech	
February – March	Fincom review of budgets and articles	
Monday, February 3, 2020	Last BOS meeting before Annual Warrant closes	
Monday, February 3, 2020	TA presents budget and budget message to B O S and Fincom	Charter 9-2-4/on or before the 2nd Tuesday of February
Friday, February 14, 2020	Article deadline – Warrant closes Noon deadline	Charter 2-2-1/Bylaw 1-101 2nd Friday in February by 12:00 Noon
Monday, February 17, 2020	MRSD School Vacation	
Monday, February 17, 2020	Articles submitted to Finance Committee by B O S	General By-Laws I, § 271-1.B. Not later than 14 days after article deadline
Monday, February 17, 2020	BOS required to submit final budget to Finance Committee	Charter 9-3-2 / on or before the 4th Tuesday of February
Tuesday, February 18, 2020	1 st draft Warrant to BOS (presented at meeting)	
February 2020	MRSD to submit final line item budget to B O S and Fincom for inclusion in the ATM Warrant	
Saturday, February 15, 2020 Snow date: Sat. Feb. 22, 2020	Selectmen and Finance Committee Budget Presentations	
Monday, March 2, 2020	Joint budget/article hearing BOS/Finance Committee	
March, 2020	BOS reviews Warrant articles	
Monday, March 2, 2020	VOTE to sign final Annual Town Meeting Warrant	No new information or changes will be added to the Warrant after this date
Monday, March 9, 2020	Vote to open Special Town Meeting Warrant on Tuesday, March 10 and close on Thursday, March 12	All Special Town Meeting Articles must be received 40 days prior to STM
No later than Monday, March 18, 2020	Article funding review by B O S	
Monday, March 18, 2020	BOS votes Special Warrant BOS votes Ballot	
not later than Monday, March 23, 2020	FINCOM submits written recommendations on Budget/Warrant. Joint budget /article hearing with B O S and Fincom reconciliation	Charter 9-3-3/by March 31st

Not later than Monday, March 23, 2020	Fincom conducts one or more hearings on budget	Charter 9-3-3 by March 31st
March 23, 2020	Ballot to Town Clerk	
Monday, April 1, 2020	Send Warrant to Printer Send Warrant to Chronicle (April 16th publication)	Printer needs 2 weeks. Chronicle needs 1 week before publish date
Monday, April 20, 2020	MRSD School Vacation	
Friday, April 17, 2020	Warrants available for public distribution	Charter 2-2-2/14 days prior to Town Meeting
Monday, May 4, 2020	First night of Annual Town Meeting and Special Town Meeting	Charter 2-3-1/1st Monday in May
Tuesday, May 19, 2020	Annual Town Elections	Charter 8-1-1/3rd Tuesday in May

PUBLIC HEALTH ADVISORY

Mill Pond Harwich & Brewster



Fish Contaminated with Mercury

**CHILDREN UNDER 12,
PREGNANT WOMEN, NURSING
MOTHERS, AND WOMEN OF
CHILDBEARING AGE WHO
MAY BECOME PREGNANT:**

◆ Do not eat largemouth bass:
catch & release

ALL OTHER PEOPLE:

◆ Limit consumption of largemouth
bass to two meals per month

Issued by the Massachusetts Department of Public Health

This advisory does not apply to fish that are stocked. MDPH has issued other important health recommendations for fish consumption. To find out more information, please call 617-624-5757 or visit our website at <http://www.mass.gov/dph/fishadvisories>.



The Commonwealth of Massachusetts
Executive Office of Health and Human Services
Department of Public Health
Bureau of Environmental Health
250 Washington Street, Boston, MA 02108-4619
Phone: 617-624-5757 Fax: 617-624-5777
TTY: 617-624-5286

CHARLES D. BAKER
Governor

KARYN E. POLITO
Lieutenant Governor

MARYLOU SUDDERS
Secretary

MONICA BHAREL, MD, MPH
Commissioner

Tel: 617-624-6000
www.mass.gov/dph

July 3, 2019

Meggan Eldredge, Director
Harwich Health Department
732 Main Street
Harwich, MA 02645

Dear Ms. Eldredge:

The purpose of this letter is to inform your office of a new fish consumption advisory for Mill Pond in Brewster and Harwich. The Environmental Toxicology Program (ETP) within the Massachusetts Department of Public Health, Bureau of Environmental Health (DPH/BEH), routinely works with municipal health officials to understand the presence and nature of health hazards in the community. Consistent with this role, DPH is issuing a public health fish consumption advisory for Mill Pond based on elevated levels of mercury. Enclosed, please find a representative poster of the fish consumption advisory for Mill Pond; a brochure on eating fish safely; a list of the public health fish consumption advisories that are being issued in 2019; and a list of all the public health fish consumption advisories that have been issued at freshwater locations in Massachusetts. We recommend the posting of this waterbody upon receipt of this letter.

An interagency committee comprised of DPH, the Massachusetts Department of Environmental Protection, and the Division of Fisheries and Wildlife, works cooperatively to generate fish consumption advisories. These agencies' activities include designing fish surveys and measuring concentrations of contaminants in freshwater fish samples. Data from these activities are evaluated, and if warranted, a DPH public health fish consumption advisory is issued. The advisory may suggest either limiting or refraining from consumption of fish from the water body.

The mercury levels in the fish tested from Mill Pond were compared to the DPH guideline level of 0.5 parts per million (ppm). The mercury levels detected in largemouth bass were above the DPH guideline value and thus the regular consumption of these fish may pose a potential health concern.

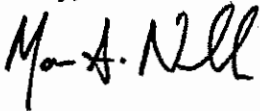
This publication was made possible by Grant Number NU61TS000276-02 from the Agency for Toxic Substances and Disease Registry. Its contents are solely the responsibility of the authors and do not necessarily represent the official views of the Agency for Toxic Substances and Disease Registry, or the Department of Health and Human Services.

Based on this, DPH recommends that children under 12, pregnant women, nursing mothers, and women that may become pregnant should not eat any largemouth bass from Mill Pond and everyone else should limit consumption of largemouth bass to two meals per month.

This advisory should be posted at your municipal office and Mill Pond. We have included a representative poster and would be happy to provide you with any assistance you may need in conducting outreach, including translating the advisory into other languages.

If you have any questions or concerns regarding this letter, please feel free to contact me at (617) 624-5757.

Sincerely,



Marc A. Nascarella, PhD
Director, Environmental Toxicology Program
Bureau of Environmental Health

cc: Jana Ferguson, Director, DPH/BEH
Jan Sullivan, Deputy Director, DPH/BEH
Nancy Ellis Ice, Health Director, Town of Brewster

Enclosures: 4

PUBLIC HEALTH ADVISORY

White Pond Dennis & Harwich



Fish Contaminated with Mercury

**CHILDREN UNDER 12,
PREGNANT WOMEN, NURSING
MOTHERS, AND WOMEN OF
CHILDBEARING AGE WHO
MAY BECOME PREGNANT:**

- ◆ Do not eat any fish: catch & release

ALL OTHER PEOPLE:

- ◆ Limit consumption of any fish species to two meals per month

Issued by the Massachusetts Department of Public Health

This advisory does not apply to fish that are stocked. MDPH has issued other important health recommendations for fish consumption. To find out more information, please call 617-624-5757 or visit our website at <http://www.mass.gov/dph/fishadvisories>.



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July 3, 2019

Meggan Eldredge, Director
Harwich Health Department
732 Main Street
Harwich, MA 02645

Dear Ms. Eldredge:

The purpose of this letter is to inform your office of a new fish consumption advisory for White Pond in Dennis and Harwich. The Environmental Toxicology Program (ETP) within the Massachusetts Department of Public Health, Bureau of Environmental Health (DPH/BEH), routinely works with municipal health officials to understand the presence and nature of health hazards in the community. Consistent with this role, DPH is issuing a public health fish consumption advisory for White Pond based on elevated levels of mercury. Enclosed, please find a representative poster of the fish consumption advisory for White Pond; a brochure on eating fish safely; a list of the public health fish consumption advisories that are being issued in 2019; and a list of all the public health fish consumption advisories that have been issued at freshwater locations in Massachusetts. We recommend the posting of this waterbody upon receipt of this letter.

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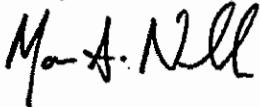
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Based on this, DPH recommends that children under 12, pregnant women, nursing mothers, and women that may become pregnant should not eat any fish from White Pond and everyone else should limit consumption of all fish to two meals per month.

This advisory should be posted at your municipal office and White Pond. We have included a representative poster and would be happy to provide you with any assistance you may need in conducting outreach, including translating the advisory into other languages.

If you have any questions or concerns regarding this letter, please feel free to contact me at (617) 624-5757.

Sincerely,



Marc A. Nascarella, PhD
Director, Environmental Toxicology Program
Bureau of Environmental Health

cc: Jana Ferguson, Director, DPH/BEH
Jan Sullivan, Deputy Director, DPH/BEH
Kristen Keller, Health Director, Town of Dennis

Enclosures: 4

**TOWN OF HARWICH
PUBLIC MEETING NOTICE**

**NON-RESIDENT TAXPAYERS MEETING
August 12, 2019**

The Harwich Board of Selectmen will hold the **Annual Non-Resident Taxpayers Meeting on Monday, August 12, 2019**, no earlier than 6:30 P.M., during their regular meeting in the Donn B. Griffin Meeting Room, located at 732 Main Street in Harwich. All Harwich non-resident taxpayers are encouraged to attend this informational meeting, which will provide an overview of town government and provide non-resident taxpayers an opportunity to raise and discuss issues and concerns.

Topics will include (but is not limited to):

1. Fire Station 2 update on construction – Norm Clarke, Fire Chief
2. Report from the Harbormaster, John Rendon - Saquatucket Harbor Project
3. Report from the Recreation Director, Eric Beebe - Beaches
4. Report from the DPW Director – Lincoln Hooper – Beaches/Trash/Roadways
5. Council on Aging Programs – Emily Mitchell, C.O.A. Director
6. Channel 18 – Jamie Goodwin – You Tube Access
7. Wastewater Issues - Implementation of the CWMP Phase II/Pleasant Bay/East Harwich – Christopher Clark, Town Administrator and Charles Sumner, Project Manager
8. Overall Financial Position of the Town – Carol Coppola
9. Questions and Comments

Harwich Board of Selectmen

Cape Cod Chronicle
July 25, 2019
August 1, 2019

**TOWN OF HARWICH
NOTICE OF VACANCIES ON VARIOUS TOWN BOARDS, COMMISSIONS
AND COMMITTEES**

The Board of Selectmen will give consideration to the appointment of members to the following Boards, Commissions and Committees:

Agricultural Commission (3 full, 1 alternate).....	4
Bikeways	2
Board of Appeals (alternate)	1
Building Code Board of Appeals	5
Cemetery Commission	1
Community Preservation Committee (Selectmen)	1
Cultural Council	4
Forest Committee	2
Harwich Accessibility Rights Committee.....	1
Harwich Center Initiative (2 full/2 alternate).....	4
Harwich Energy Committee.....	2
Historic District/Historical Commission (alternate)	2
Ad Hoc Noise Containment Committee	TBD
Planning Board (1 full, 2 alternate).....	3
Traffic Safety Committee.....	1
Treasure Chest Committee (alternate)	1
Voter Information Committee.....	1
Wastewater Support Committee.....	3
Youth Services	2

Committee Vacancy Forms are available at the Selectmen’s Office,
732 Main Street, Harwich