

## HARWICH WATERWAYS COMMITTEE

### STATUS OF COMMITTEE

- a. Advisory - You are an extension to the Board of Selectmen and your independence is limited to research and recommendations to the Board of Selectmen and the Harbormaster on constructive improvement to the management of Town waterways.
- b. Expenses - You have no independent funds for hire of consultants. If money should be needed for educational material, the Harbormaster or Selectmen would have to approve the purchase from their budget. The Harbormasters and Selectmens budgets are restricted in this area and such purchase would be limited. Expenditures beyond the means of the budget would require a Town Meeting article.
- c. Supplies - Available are Town of Harwich stationery, folders and copy machine for limited use.

### 2. RESPONSIBILITY

You are to carefully and fully investigate the matters of your Committee, make recommendations not only on opinion, but on opinion based on supportive facts. If the Board of Selectmen pursues your recommendation to submission of a Town Meeting article, your Committee would be expected to bring supportive testimony to the Town Meeting floor.

### 3. TIME TABLE FOR REPORTS AND RECOMMENDATIONS

The Committee shall submit a written report to the Board of Selectmen annually by January 3rd. At that time the report should contain progress of the Committee and any recommendation. This should not exclude an occasional verbal report during the year.

### 4. TIME TABLE OF BOARD OF SELECTMEN

After approval of recommendation by Board of Selectmen, submission of an article for the Warrant must be made prior to 4:00 P.M. on the third Friday of January previous to Town Meeting or forty days before the Special Town Meeting.

### 5. MEETING SCHEDULE

To assure continued progress, your Committee shall meet a minimum of once a month.

### 6. MEETING PLACE

Town Hall Meeting Room or other Town facilities as determined by the Committee.

### 7. OPEN MEETING LAW

All meetings are open to the public and must be posted forty-eight (48) hours before each meeting. Posting of the meeting can be arranged with the Selectmen's Secretary, Juell Buckwold, office hours 8:30 A.M. - 4:00 P.M., telephone 432-0145.

### 8. RECORD OF ALL MEETINGS

Minutes of all meetings must be taken and available to the public. Copies of each meeting shall be sent to the Office of the Selectmen.

ROLE OF HARBOR MASTER

The Harbor Master will be an ex-officio member, to be notified of all meetings and receive copies of all meetings.

10. CHARGE OF COMMITTEE

You are to study the operation of our harbors and waterways for the purpose of recommending the implementation of policy, management procedures, revenue generating proposals, maintenance programs and general improvements.

Items of investigation should include, but not be limited to the following:

- a. Planned replacement of equipment and structures at harbors.
- b. Policy for Commercial Fishing Vessels, fee payment and handling of overdue dockage and off-loading permits.
- c. Slip fees.
- d. Mooring Regulations.
- e. Alternative boat ramp access.
- f. Dredging.

By Board of Selectmen  
November 8, 1985